

**MINUTES
OF A
MEETING OF THE ARUN DISTRICT COUNCIL
HELD IN THE ARUN CIVIC CENTRE
ON 13 MARCH 2019 AT 6.00 PM**

Present: Councillors Gammon (Chairman), Dillon (Vice-Chairman), Ambler, T Bence, Mrs Bence, Bicknell, Blampied, Mrs Bower, R Bower, Brooks, Mrs Brown, L Brown, Buckland, Chapman, Charles, Clayden, Cooper, Dendle, Dingemans, Edwards, Elkins, English, Mrs Hall, Mrs Harrison-Horn, Haymes, Hitchins, Hughes, Mrs Madeley, Northeast, Mrs Oakley, Oliver-Redgate, Oppler, Patel, Mrs Pendleton, Purchase, Mrs Rapnik, Reynolds, Mrs Stainton, Dr Walsh, Warren, Wheal, Wells, Wensley and Wotherspoon.

[Note: The following Councillors were absent from the meeting during consideration of the matters referred to in the Minutes indicated:- Councillors Mrs Pendleton and Bicknell – Minute 453 to 464 (Part); Councillor Mrs Harrison-Horn – Minute 465 (Part) to Minute 486 and Councillor Northeast – Minute 465 (Part) to Minute 486].

453. WELCOME

The Chairman welcomed Councillors, representatives of the public, press and officers to the Council Meeting. A special welcome was extended to Alderman Squires.

454. FORMER COUNCILLOR AND HONORARY ALDERMAN MRS SYLVIA OLLIVER

The Chairman announced with great sadness that former Councillor and Honorary Alderman Mrs Sylvia Olliver had passed away on the evening of 6 March 2019. He confirmed that Mrs Olliver had been a much respected Member of the Council, both as a Councillor and in later years as Honorary Alderman. Mrs Olliver had represented the Marine Ward and had first been elected on 19 April 1990 serving continuously until 5 May 2011.

Having received tributes from the Leader of the Council, Councillor Mrs Brown, the Leader of the Independent Group, Councillor Brooks and also from Councillor Dr Walsh, on behalf of the Liberal Democrat Group, the Chairman asked Members to join him in sending the Council's thoughts to Mrs Olliver's family and friends during this difficult time.

The Council then stood in silence to her memory.

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455. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors Ballard, Cates, Mrs Daniells, Mrs Neno, Mrs Porter, Miss Rhodes, Smith and Stanley and from Honorary Alderman, Mrs Goad, MBE, Mrs Morrish and Mrs Stinchcombe.

456. DECLARATIONS OF INTEREST

There were no Declarations of Interest made.

457. PUBLIC QUESTION TIME

The Chairman announced that no public questions had been received in line with the Council's Constitution.

458. MINUTES

The Minutes of the Special Meeting of the Council held on 20 February 2019 were approved by the Council as a correct record and signed by the Chairman.

459. CHAIRMAN'S ANNOUNCEMENTS

The Chairman alerted Members to the list of engagements and events that had been attended since the Special Meeting of the Council held on 20 February 2019 – these had been emailed to Councillors recently. He also referred to his final Civic Reception which would be held on 15 May 2019 at 5.30 pm here at the Arun Civic Reception and stated that all Councillors were invited to attend.

The Chairman then drew particular attention to the Council's Land Charges team as it had recently been awarded two awards at the Land Data Local Land Charges Awards 2019, held last week. The Council's small Land Charges team comprising Dan Carman, Carole Minto and Jayne Hewstone had been won the Customer Satisfaction Award for Local Authority Searches which had been nominated by customers. This had been the third consecutive year that they had received this prestigious award. The team had also been highly commended in the Local Authority Searches Team of the Year Award category.

The Chairman stated that he thought that both of these awards were worthy of great recognition by the Council to mark the hard work and high level of customer service delivered by this small team. He then welcomed the team to come to the dais to formally accept the two awards.

The Chairman then informed the meeting that a number of Councillors would receive certificates to mark their long service to this Council. All of these Councillors had demonstrated their dedication and commitment to the residents of Arun for 20 years or more. On behalf of the Council the Chairman thanked them in turn for their hard work and dedicated service which deserved recognition.

The following Councillors were then recognised with the presentation of a certificate as follows:

Councillor Wotherspoon – 26 years
Councillor Bower – 24 years
Councillor Dingemans – 24 years
Councillor Elkins – 21 years
Councillor Mrs Stainton – 21 years
Councillor L Brown – 20 years
Councillor Mrs Hall – 20 Years
Councillor Mrs Oakley – 20 years
Councillor Oppler – 20 years
Councillor Patel – 20 Years

460. STATUTE MATTERS

- (i) Appointment of Vice-Chairman of the Council for the Municipal Year 2019/20

In accordance with Article 4 of the Constitution, the Council was requested to appoint a Vice-Chairman and Chairman Elect for the Municipal Year 2019/20.

One candidate, Councillor Mick Warren, had been nominated for the role. Following a statement made from the Leader of the Council in support of her respective candidate, a ballot was declared by the Chief Executive, who announced that Councillor Mick Warren had been selected for the appointment of Vice-Chairman of the Council for 2019/20 and Chairman Elect of the Council for 2020/21.

461. URGENT MATTERS

There were no items for this meeting.

REPORTS FROM CABINET, OVERVIEW SELECT, REGULATORY AND STANDARDS COMMITTEES, AND FROM WORKING PARTIES AND WORKING GROUPS

462. CABINET - 14 JANUARY 2019

The Chairman, Councillor Mrs Brown, presented the Minutes from the meeting of Cabinet held on 14 January 2019.

Councillor Brooks confirmed that he wished to make a statement in relation to Minute 356 [Street Naming and Property Numbering Policy] in accordance with Council Procedure Rule 13.1. Councillor Brooks outlined that he had been aware that there had been a number of instances where suggestions for street names had been put forward for addresses in Bognor Regis but for some reason these had not been taken forward

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or progressed to any further stage. The concern was that opportunities were being missed to remember local people and buildings in certain areas.

The Chief Executive responded confirming that the Council did work closely with developers on street-naming, however, he confirmed that he would take Councillor Brooks' comments back to the Group Head of Technical Services. Other Councillors spoke confirming that there had been a lot of co-operation with developers in their Wards in terms of street naming with many new street names being named after local people with a historic background.

463. DEVELOPMENT CONTROL COMMITTEE - 16 JANUARY 2019

The Chairman, Councillor Bower, presented the Minutes from the meeting of the Development Control Committee held on 16 January 2019, and drew Members' attention to a recommendation at Minute 363 [Development Control Committee/Group Head of Planning Scheme of Delegation]. Councillor Bower formally proposed the recommendation which was then seconded by Councillor Mrs Bence.

In discussing the recommendation, the point was made by one Councillor that the text at Paragraph 3.1.2 (i) needed to be reworded to make it easier to read. Another Councillor spoke in support of sub-paragraph (iv) stating that this offered Councillors more opportunity to have their say on issues local to their Ward.

In response, Councillor Bower stated that very few changes were being proposed to the existing Scheme of Delegation and that as Chairman of the Development Control Committee he was entirely content with the revisions proposed.

The Council

RESOLVED

That Part 4 of the Constitution be amended as follows:-

3.1.2 Where the following exceptions apply, the application or matter will be determined by the Development Control Committee:

- i. Any Major or Minor application for planning permission which prior to its determination is subject to a written representation from a the Parish Council, Town Council or formal Parish Meeting that the application site is within or one that immediately adjoins the application site, which has been received within the consultation period and which is in conflict with the recommendation of officers
- ii Any planning application for Full or Outline planning permission by or on behalf of the Council
- ii. Any Major or Minor application as defined by the Ministry of Housing, Communities & Local Government Department of Communities and Local Government which would be recommended for approval and create a new access or egress via the A27, A29, A284, A259 and A280

- iv. Any household application recommended for approval where the ward member has submitted a written request to the Chairman and/or Vice-Chairman of the Development Control Committee before the end of the statutory consultation period shall be referred to the Development Control Committee where it is on sound planning grounds.

464. ENVIRONMENT & LEISURE WORKING GROUP - 22 JANUARY 2019

The Chairman, Councillor Hitchins, presented the Minutes from the meeting of the Environment & Leisure Working Group held on 22 January 2019.

Councillor Oppler confirmed that he wished to make a Statement in relation to Minute 31 [Urgent Item – Update on Public Conveniences on the Promenade at Bognor Regis] in line with Council Procedure Rule 13.1. Councillor Oppler confirmed his view that the installation of the new conveniences on The Promenade had been a disaster. Many residents had stated that they had been placed in the wrong location. Another concern was the queuing of people waiting to use the facilities. Councillor Oppler stated that any new facilities needed to match an equal number of cubicles previously provided. This was a problem that now needed resolving urgently so that the high demands of usage in the coming Summer months could be met.

Councillor English confirmed that he wished to make a Statement in relation to Minute 32 [Strategic Direction for Car Parks] in accordance with Council Procedure Rule 13.1 and he outlined how pleased he was to learn that the £90k surplus could be used for reinvestment into the District's car parks. He hoped that this surplus would be used to invest in charging facilities for electric cars.

The Cabinet Member for Technical Services, Councillor Haymes, responded in relation to the statement made on the public conveniences stating that he would update Members on the fact that the Council remained in dispute with Healthmatic Ltd, the company that had designed, manufactured and installed the Bognor Regis promenade public toilet building. This dispute surrounded defects present and it was explained that the Council's Property & Estates team were continuing to work hard in order to attain an acceptable solution for the Council. In an attempt to reach a conclusion, the Council had offered the Contractor to jointly instruct and appoint an independent Chartered Surveying Company to complete an inspection of the premises and assess the remedial actions proposed.

Regretfully, Healthmatic Ltd had refused this reasonable offer and so the Council had elected to continue to proceed with the independent inspection which Councillor Haymes could confirm had now been instructed. He hoped that the independent report and conclusion would be provided by the end of April 2019. In the meantime, the Council had agreed to be reasonably bound by the conclusion of this inspection and so Councillor Haymes was unable to confirm anything further at this stage until such time that he was in possession of the independent report. Councillor Haymes could confirm, however, that in the interim, the Council was exploring the provision of temporary public toilets on the promenade in order to minimise inconvenience to the public and visitors to the Town. He confirmed that presently, the

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Council had not paid for the delivery or installation of the toilet structure as this matter remained in dispute, pending the outcome of the independent inspection.

Councillor Wells then made a Statement on the same Minute in accordance with Council Procedure Rule 13.1 confirming that he was pleased to hear that temporary facilities would be installed but wished to receive reassurance that these facilities would be in place before the Easter holidays commenced.

Councillor Northeast confirmed that he wished to make a Statement in relation to Minute 33 [Littlehampton Leisure Centre] in accordance with Council Procedure Rule 13.1. Councillor Northeast stated that as Chairman of the Keystone Management Committee he asked if any old or unwanted equipment from the existing centre could be donated to the youth club.

Councillor Hitchins provided a response to all of the questions asked. He confirmed that the Council was looking at providing electric charging points, especially for its new car parks. He stated that he could not add to the substantial response provided by Councillor Haymes in relation to the promenade public conveniences.

465. SPECIAL DEVELOPMENT CONTROL COMMITTEE - 23 JANUARY 2019

The Chairman, Councillor Bower, presented the Minutes from the Special Meeting of the Development Control Committee held on 23 January 2019.

466. BOGNOR REGIS REGENERATION SUB-COMMITTEE - 28 JANUARY 2019

The Chairman, Councillor Hitchins, presented the Minutes from the meeting of the Bognor Regis Regeneration Sub-Committee held on 28 January 2019.

Councillor Brooks confirmed that he wished to make a Statement in relation to Minute 16 [Position Statement] in respect of the Band Stand and in accordance with Council Procedure Rule 13.1. He stated that he was pleased to hear that funding in the amount of £50k had been secured but wished to air his concerns as to how the Band Stand would be used in the future as up until now usage of this prime facility had been extremely low. Councillor Brooks hoped that looking to the future other extras would be installed to enhance usage.

467. OVERVIEW SELECT COMMITTEE - 29 JANUARY 2019

The Chairman, Councillor Dingemans, presented the Minutes from the meeting of the Overview Select Committee held on 29 January 2019.

Councillor Dr Walsh confirmed that he wished to make several Statements in accordance with Council Procedure Rule 13.1. The first related to Minute 377 [Greenspace Management Contract - Update] in which he referred to the employment of qualified health and safety risk assessors. This was because he had had a recent meeting with the Maltravers Bowling Club, in which a variety of matters had been discussed. Councillor Dr Walsh stated that he had health and safety concerns because

petrol was stored on the premises. Councillor Dr Walsh stated that any storage was incompatible with public use of a building and was a potential and serious public health issue. He asked if he could be provided with a steer as to what was classed to be unsafe and then could become safe.

The Cabinet Member for Neighbourhood Services, Councillor Wotherspoon, confirmed that he would look into the points of concern raised and would respond to Councillor Dr Walsh outside of the meeting.

Councillor Buckland confirmed that he wished to make a Statement in relation to Minute 376 [Council Budget – 2019/20] in accordance with Council Procedure Rule 13.1 and in relation to Minute 382 [Work Programme]. Councillor Buckland outlined that both of these Minutes referred to West Sussex County Council's decision to reduce funding for housing and homelessness charities and he spoke on behalf of the veterans who were members of his Veteran's Breakfast Club. He asked what the Council would be doing about the growing problem with newly retired veterans not being able to quickly be placed on the housing register. It was Councillor Buckland's view that the Council could have done more in assisting with these cases.

The Cabinet Member for Residential Services, Councillor Bence, responded stating that he was not prepared to discuss individual cases in an open forum but would contact Councillor Buckland following this meeting to review the points of concern raised.

Councillor Dendle confirmed that he wished to ask a question in relation to Minute 379 [Feedback from Meeting of the Sussex Police and Crime Panel] as he wanted to know what the Cabinet Member for Community Wellbeing's views were on the Police and Crime Commissioner's decision to increase the Police's precept by 14.5%. He asked if the Cabinet Member had scrutinised the value that council tax payers would receive from such a huge increase?

The Cabinet Member for Community Wellbeing, Councillor Clayden, responded stating that the Police had a big shopping list of priorities to consider. The increase would provide 200 more Police Officers over the next four years. It was confirmed that all sides of the Panel had agreed with the proposal to raise the precept.

Councillor Dr Walsh confirmed that he also wished to make a Statement on the same Minute [Minute 379] in accordance with Council Procedure Rule 13.1. Councillor Dr Walsh referred to the meeting of the Overview Select Committee held on 12 March 2019, though the Minutes were not featured on the agenda for this meeting. He confirmed that the residents of the District were continuously fed up with the increasing levels of anti-social behaviour; vandalism; and open drug dealing in the streets of Arun. The way to prevent such crime was to reintroduce community policing at a sensible level.

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Councillors Edwards, Mrs Stainton, Northeast and Wells also spoke on the same Minute in support of the comments made. Councillor Edwards, however, reassured Members that Sussex Police had 72 new recruits that had just commenced a 15 week training programme and so they would be delivered in June this year onto the streets, this should be seen as a step in the right direction.

In response, the Cabinet Member for Community Wellbeing, Councillor Clayden, stated that he accepted that there was an anti-social behaviour problem in the District, however, the Council's Anti-Social Behaviour Team was working hard to get to the cause of the issues raised. The PCC would be spending the increased funds to the best of her ability and was commencing a great push to get more Police presence back into Towns.

468. STANDARDS COMMITTEE - 31 JANUARY 2019

The Chairman, Councillor English, presented the Minutes from the meeting of the Standards Committee held on 31 January 2019.

Councillor English then drew Members' attention to three recommendations at Minute 387 [Review of the Local Assessment Procedure] and which he formally proposed. The recommendations were then duly seconded by Councillor Dillon.

The Council

RESOLVED – That

- (1) the Local Assessment Procedure be amended to reflect the changes shown in Appendix A to the report and as highlighted at the meeting; and
- (2) a copy of the amended Local Assessment Procedure be sent to all Town and Parish Councils; and
- (3) a review of the Procedure be undertaken following a further two years of operation, or sooner if required, and reported back to the Standards Committee.

469. HOUSING & CUSTOMER SERVICES WORKING GROUP - 7 FEBRUARY 2019

The Chairman, Councillor Hughes, presented the Minutes from the meeting of the Housing & Customer Services Working Group held on 7 February 2019.

Councillor Dr Walsh confirmed that he wished to make a Statement in accordance with Minute 22 [Council Housing Stock - Health and Safety Update] in accordance with Council Procedure Rule 13.1. He stated that the Council's breach in achieving the Home Standard was of great concern and as the Council had failed to meet its statutory health and safety requirements covering fire and water hygiene.

Councillor Dr Walsh asked why it had taken until November 2018 to put the problem right and he asked what arrangements were in place to ensure that residents were not at risk in the future.

The Cabinet Member for Residential Services, Councillor Bence, responded stating that this was why the Stock Condition Report had been commissioned by him. The breaches identified dated back to before 2016.

As a result of the Stock Condition Survey an ongoing programme of improvement works to electrical testing was taking place to resolve the health and safety issues that Councillor Dr Walsh had identified.

470. CABINET - 11 FEBRUARY 2019

The Chairman, Councillor Mrs Brown, presented the Minutes from the Cabinet Meeting held on 11 February 2019.

Councillor Mrs Brown informed Members that it was now necessary to withdraw the recommendation at Minute 398 [Judicial Review at Land South of New Road (A259) and East of Brook Lane, Angmering [Planning Application A/23/15/OUT] as the supplementary estimate had been required in order to ensure that appropriate funds were in place for the potential Judicial Review of the Marks and Spencer planning application (A/23/15/OUT) decision.

Since the meeting of Cabinet on 11 February 2019, the Court had decided in favour of the Council at the first written stage. Following this, Store Properties had renewed its claim and requested an oral hearing. This had been set for the 26 February 2019, but Store Properties had decided not to proceed with the hearing. The Court then agreed that the claim be discontinued. As this meant that there was no other means of challenge, there was no longer a need for the funds to be secured.

471. ELECTORAL REVIEW SUB-COMMITTEE - 12 FEBRUARY 2019

The Chairman, Councillor Dendle, presented the Minutes from the meeting of the Electoral Review Sub-Committee held on 12 February 2019.

472. DEVELOPMENT CONTROL COMMITTEE - 13 FEBRUARY 2019

The Chairman, Councillor Bower, presented the Minutes from the meeting of the Development Control Committee held on 13 February 2019.

473. AUDIT & GOVERNANCE COMMITTEE - 14 FEBRUARY 2019

The Chairman, Councillor Chapman, presented the Minutes from the Meeting of the Audit & Governance Committee held on 14 February 2019.

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Prior to formally proposing the two separate sets of recommendations at Minute 403 and 404, Councillor Chapman invited Councillor Purchase to make a Statement in relation to Minute 399 [The Independent Remuneration Panel's Eighth Review of the Members' Allowances Scheme] as this had been requested by Councillor Purchase prior to the commencement of this meeting.

Councillor Purchase expressed his disappointment that this review had not been recommended onto this meeting of Full Council to consider. He appreciated that the Committee had expressed concern in relation to three areas of the review, however, the report had been thorough with solid evidence sitting behind many of the recommendations that the Committee had confirmed it agreed with.

Councillor Chapman, in response, explained that the Review had been deferred and referred back to the Panel to add further context in relation to three of its recommendations and he explained the Committee's reasoning for this.

Councillor Dr Walsh confirmed his dissatisfaction for the delay in considering the report and then proposed that it be recommended to Cabinet that all Councillor Allowances, including Special Responsibility Allowances (SRAs), be frozen to acknowledge that Council's and residents of the District were still living in times of austerity.

The Group Head of Council Advice & Monitoring Officer provided advice. She confirmed that in the absence of a recommendation for Full Council to consider, no other proposal could be proposed or seconded. It was explained to Members that Councillor Chapman had already outlined why the Committee had agreed to refer the review back to allow further work to be undertaken on three of the recommendations by the Independent Remuneration Panel. Once this work had been completed, the Panel's review would be resubmitted back to the Committee [at a date to be convened in either June or July], as the Council's Constitution required, before the Committee could make recommendations to Full Council which would be for the 17 July 2019 meeting. It would be at that meeting where Councillors could accept, decline or make alternative proposals to the recommendations.

Councillor Chapman then alerted Members to recommendations at Minute 403 [Capital Strategy] and Minute 404 [Treasury Management Strategy Statement and Annual Investment Strategy] which he formally proposed. Both sets of recommendations were then seconded by Councillor Mrs Oakley.

Having received advice from the Group Head of Council Advice & Monitoring Officer that the recommendations needed to be voted upon separately, the Council

RESOLVED

That the Capital Strategy 2019/20 to 2020/21 be approved.

The Council then

RESOLVED – That

- (1) the Treasury Management Strategy for 2019/20 be approved;
- (2) the Annual Investment Strategy for 2019/20 be approved; and
- (3) the Prudential Indicators for 2019/20, 2020/21 and 2021/22 as contained in Appendix 1 and the body of the report, be approved.

474. PLANNING POLICY SUB-COMMITTEE - 27 FEBRUARY 2019

The Chairman, Councillor Bower, presented the Minutes from the meeting of the Local Plan Sub-Committee held on 26 February 2018, which had been circulated separately to the agenda.

Councillor Bower referred Members to a recommendation at Minute 14 [Secondary School to Support the Local Plan Strategic Allocations] which he formally proposed. This recommendation was then seconded by Councillor Charles.

In discussing this item, a query was raised by one Councillor over the amendment that had been made to this recommendation at the meeting. The original recommendation had contained a back-up plan should the first plan not be possible. It was felt that the removal of this back-up plan was not sensible and the Chairman was asked if he could explain the reasoning behind striking out other alternatives.

The Chairman, Councillor Bower, explained that this decision had to be taken in conjunction with West Sussex County Council, as Education Authority. It there was the need to look at alternatives, then this would take place.

The Council

RESOLVED

That the identification of Option/Site F be supported as the preferred option for location of a 10 Form Entry Secondary School to support the Local Plan Strategic allocations.

(During the course of the discussion on this item, Councillor Dr Walsh declared a Personal Interest as a Member of West Sussex County Council.)

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Councillor Bower then drew Members' attention to the last recommendation at Minute 19 [Lyminster & Crossbush Application for Designation of a Neighbourhood Area]. In formally proposing this recommendation, Councillor Bower stated that he wished to have his thanks to Donna Moles, the Council's Senior Planning Officer, recorded to mark the excellent work she had undertaken with Neighbourhood Planning in the District. The recommendation was then seconded by Councillor Charles.

The Council

RESOLVED

That it be agreed that the specified area without modification, is appropriate to be designated as the Lyminster & Crossbush Neighbourhood Area for the reasons set out in the application and in light of the results of the public consultation which did not receive any representations.

475. CABINET - 4 MARCH 2019

The Chairman, Councillor Mrs Brown, presented the Minutes from the meeting of Cabinet held on 4 March 2019, which has been circulated separately to the agenda.

Councillor Mrs Brown drew Members' attention to a recommendation at Minute 428 [Housing Revenue Account (HRA) Business Plan – Update] stating that this was the annual update on the Council's HRA Account which Members needed to approve. This update set out the baseline position for the HRABP projections forecasting income, expenditure, investment and borrowing in respect of Council housing over the next 30 years. Councillor Mrs Brown then formally proposed the recommendation which was then seconded by Councillor Bence.

The Council

RESOLVED

That the updated Housing Revenue Account Business Plan 2019/20 be approved.

Councillor Mrs Brown then drew Members' attention to the final recommendation at Minute 434 [Judicial Review at "Land South of Summer Lane and West of Pagham Road, Pagham] in which the Council was being asked to approve a supplementary estimate of up to £105,000 to cover the costs associated with the Judicial Review in respect of planning application P/140/16/OUT. Councillor Mrs Brown explained that the oral hearing for this Judicial Review had been set for 19 March 2019 and so the Council needed to be prepared to be in a position to cover the associated costs with this case. The recommendation was then seconded by Councillor Wensley.

The Council

RESOLVED

That a supplementary estimate of £105,000 be approved for the costs associated with the Judicial Review in respect of planning application P/140/16/OUT. This to include Counsel costs to defend the Council's position and an estimate of potential costs that the Council would be required to pay as a result of the Claimant being successful in their JR claim.

Councillor Dr Walsh confirmed that he wished to make a Statement in relation to Minute 430 [Funding Bid to Coastal Communities Fund for Enhanced Public Realm Scheme in Littlehampton Town Centre] as there had been previous discussions on this with Littlehampton Town Council and the Littlehampton Civic Society and community generally. Although this had shown public support for the scheme, feedback confirmed that there were some small details contained in the architect's presentation that did not find favour with local community. Councillor Dr Walsh wished to receive reassurance from the Leader of the Council that these concerns would not be forgotten and that the original review would be taken into account and acted upon if this bid proved moved onto to the implementation stage.

Councillor Mrs Brown responded stating that she fully understood the concerns outlined.

476. DEVELOPMENT CONTROL COMMITTEE - 6 MARCH 2019

The Chairman, Councillor Bower, presented the Minutes from the meeting of the Development Control Committee held on 6 March 2019, as circulated to the meeting.

477. MOTIONS

No Motions had been submitted to this meeting.

478. QUESTIONS FROM MEMBERS

There were no questions submitted for this meeting.

OFFICER REPORTS

479. PAY POLICY STATEMENT 2019

The Leader of the Council, Councillor Mrs Brown, presented this report which detailed the draft Pay Policy Statement for 2019/20. Councillor Mrs Brown formally proposed that the Pay Policy Statement for 2019/20 be approved for publication onto the Council's web site by 1 April 2019. This was then seconded by Councillor Wensley.

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The Council

RESOLVED – That

(1) The Pay Policy Statement 2019/20 be approved for publication on the Arun website by 1 April 2019;

(2) Delegated authority be given to the Group Head of Corporate Support to make changes to the Pay Policy Statement which might arise from new legislation concerning employee severance payments should this be introduced later this year.

480. NEW NATIONAL PAY SCALE

The Leader of the Council presented this report confirming that the National Joint Council (NJC) pay agreement for 2018-20 included the introduction of a new pay scale which would come into effect 1 April 2019. This new pay scale would replace the current one and it was for the Council to decide locally, in consultation with their recognised Unions, how the organisational structure should fit against the new pay scale.

The report before Members explained the proposed new grading structure for Arun District Council and how still would assimilate across from their existing pay point to the new pay scale. Councillor Mrs Brown therefore proposed that the Council approve the new proposed grading structure and the principles around the assimilation of staff from the current pay scale to the new one. This recommendation was seconded by Councillor Wensley.

The Council

RESOLVED

That the Council approves the proposed new grading structure and the principles around the assimilation of staff from the current pay scale to the new one.

481. LOCAL GOVERNMENT PENSION SCHEME - PENSION DISCRETIONS FOR ARUN DISTRICT COUNCIL

(Prior to the commencement of this item, Councillor Dr Walsh declared a Personal Interest as a West Sussex County Councillor and as he was a Trustee of the County Council's Pensions Fund.)

The Leader of the Council, Councillor Mrs Brown, presented a report which set out where the Council proposed to make minor changes to a number of discretionary areas within the Local Government Pension Scheme Rules. Councillor Mrs Brown formally proposed the recommendations which were then seconded by Councillor Wensley. Councillor Wensley stated that he wished to have recorded his thanks to Karen Pearce, the Council's Human Resources Manager, for her hard work and for the excellent working relationship she had forged with UNISON.

The Council

RESOLVED – That

- (1) The proposed changes to Arun District Council's Pension Discretions as set out in Appendices 1 and 2 of the report be agreed; and
- (2) Delegated authority be given to the Group Head for Corporate Support to make any necessary changes to the pension discretions resulting from changes to employment legislation or Council Policy.

482. ADOPTION OF ARUN DISTRICT COUNCIL HEALTH AND SAFETY POLICY

The Leader of the Council, Councillor Mrs Brown, presented a report that asked Members to adopt a revised Health and Safety Policy; Organisation and Responsibilities.

Councillor Mrs Brown stated that the health and safety of the Council's staff, contractors and members of the public were affected by the activities carried out by the Council and were of paramount importance, both legally and morally.

The Council had recently conducted a review of its health and safety arrangements and had updated its policy document which set out who did what in order to comply with its legal obligations and how this was monitored.

Adoption of the proposed Policy would be accompanied by training for the senior management team and those who carried out risk assessments. Reporting arrangements would be strengthened and an external auditor would be used once the Policy had been implemented to identify any remaining areas in need of improvement.

Councillor Mrs Brown therefore proposed the recommendations which were then seconded by Councillor Haymes.

The Council

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RESOLVED – That

(1) The “Health and Safety Policy : Organisations and Responsibilities” be adopted; and

(2) Authority be delegated to the Group Head of Technical Services to make future amendments to the Policy taking account of changes to personnel, structures, legislation and best practice.

483. COMMITTEE MEMBERSHIPS

There were no changes to Committee Memberships to report to this meeting.

484. REPRESENTATION ON OUTSIDE BODIES

No changes to representation to Outside Bodies were reported to this meeting.

485. VOTE OF THANKS

As this was the last meeting of Full Council in this administration, the Chairman stated that he wished to have formally recorded his thanks to all Members of the Council for their service over the last four years.

(The meeting concluded at 7.58 pm)