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This is a virtual meeting and will be webcast live – please use this link [webcast page](#)

23 December 2020

COUNCIL MEETING

To all Members of the Council

You are summoned to attend a virtual meeting of the ARUN DISTRICT COUNCIL to be held on **Wednesday 13 January 2021 at 6.00 pm** to transact the business set out below:

A handwritten signature in black ink, appearing to read "N. V. Lynn", written in a cursive style.

Nigel Lynn
Chief Executive

PLEASE NOTE: *This meeting will be a 'virtual meeting' and any member of the press and public may listen-in and view the proceedings via a weblink which will be publicised on the Council website at least 24 hours before the meeting.*

Different meeting arrangements are in place for the period running from 4 April 2020 to 7 May 2021 from the provisions of the Coronavirus Act 2020 and the meeting regulations 2020, to allow formal 'virtual meetings'.

This Council's revised Rules of Procedures for 'virtual meetings' can be found by clicking on this link: <https://www.arun.gov.uk/constitution>

Any members of the public wishing to address the Full Council meeting during Public Question Time, will need to email Committees@arun.gov.uk by 5.15 pm on Thursday, 7 January 2021 on line with current Cabinet Procedure Rules. It will be at the Chief Executive's/Chairman's discretion if any questions received after this deadline are considered.

For further information on the items to be discussed, please contact: committees@arun.gov.uk

AGENDA

1. **Apologies for absence**

2. **Declarations of interest**

Members and Officers are invited to make any declarations of pecuniary, personal and/or prejudicial interests that they may have in relation to items on this agenda, and are reminded that they should re-declare their interest before consideration of the item or as soon as the interest becomes apparent.

Members and Officers should make their declaration by stating:

- a) the item they have the interest in
- b) whether it is a pecuniary, personal and/or prejudicial interest
- c) the nature of the interest
- d) if it is a pecuniary or prejudicial interest, whether they will be exercising their right to speak under Question Time

3. **Public Question Time**

To receive questions from the public (for a period of up to 15 minutes)

4. **Questions from Members with Pecuniary/Prejudicial Interests**

To receive questions from Members with pecuniary/prejudicial interests (for a period of up to 15 minutes)

5. **Petitions**

To consider any petitions received from the public.

6. **Minutes** (Pages 1 - 40)

To approve as a correct record the Minutes of the Meetings of the Council held on 11, 18 and 26 November 2020, which are *attached*.

7. **Chairman's Announcements**

To receive such announcements as the Chairman may desire to lay before the Council.

8. **Urgent Matters**

To deal with business not otherwise specified in the Council summons which, in the opinion of the Chairman of the Council (in consultation with the Chief Executive), is business of such urgency as to require immediate attention by the Council.

9. **Motions**

To confirm that no Motions have been received for this meeting in accordance with Council Procedure Rule 14.1 and 14.2.

OFFICER REPORTS

10. **A27 Arundel Improvements** (Pages 41 - 50)

Following Highways England's Preferred Route Announcement (Grey Route), the report seeks to provide a corporate response to that announcement.

REPORTS FROM CABINET, OVERVIEW SELECT, REGULATORY AND STANDARDS COMMITTEES, AND FROM WORKING PARTIES AND WORKING GROUPS REMAINING FROM THE ADJOURNED MEETING OF FULL COUNCIL OF 26 NOVEMBER 2020

11. **Planning Policy Sub-Committee - 22 September 2020** (Pages 51 - 54)

The Chairman, Councillor Mrs Yeates, will present the Minutes from the meeting of the Planning Policy Sub-Committee held on 22 September 2020. There are recommendations at:

- Minute 14 [Arun District Council Infrastructure Funding Statement (IFS) 2019/20 – to view the Officer's report, please click on this link – [Report](#)

12. **Standards Committee - 24 September 2020** (Pages 55 - 58)

The Chairman, Councillor Edwards, will present the Minutes from the meeting of the Standards Committee held on 24 September 2020. There are no recommendations.

13. **Development Control Committee - 30 September 2020** (Pages 59 - 66)

The Chairman, Councillor Bennett, will present the Minutes from the meeting of the Development Control Committee held on 30 September 2020. There are no recommendations.

14. **Overview Select Committee - 6 October 2020**

The Chairman, Councillor Northeast, will present the Minutes from the meeting of the Overview Select Committee held on 6 October 2020. There are no recommendations.

15. **Littlehampton Regeneration Sub-Committee 7 October 2020** (Pages 67 - 72)

The Chairman, Councillor Miss Seex, will present the Minutes from the meeting of the Littlehampton Regeneration Sub-Committee held on 7 October 2020. There are no recommendations.

16. **Cabinet - 19 October 2020** (Pages 73 - 102)

The Chairman, Councillor Dr Walsh, will present the Minutes from the meeting of Cabinet held on 19 October 2020. There is a recommendation at:

- Minute 257 – [Engineering Services Annual Review] – to view the Officer's report and Appendices, please click on this link – [Report](#) and [Appendix 1](#) and [Appendix 2](#)
- Minute 260 -[Supplementary Estimate for the Procurement and Award of a New Housing Management IT System] – to view the Officer's report, please click on this link - [Report](#)

17. **Bognor Regis Regeneration Sub-Committee - 21 October 2020** (Pages 103 - 108)

The Chairman, Councillor Stanley, will present the Minutes from the Bognor Regis Regeneration Sub-Committee held on 21 October 2020. There are no recommendations.

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

18. **Housing & Customer Services Working Group - 5 November 2020** (Pages 109 - 114)

The Chairman, Councillor Bennett, will present the Minutes from the meeting of the Housing & Customer Services Working Group held on 5 November 2020. There are no recommendations.

19. **Cabinet - 16 November 2020** (Pages 115 - 148)

The Chairman, Councillor Dr Walsh, will present the Minutes from the meeting of Cabinet held on 16 November 2020. There are a range of recommendations at:

- Minute 285 [Place St Maur, Bognor Regis] – to view the Officer's report, please click on this link – [Report](#) and [Appendix](#)
- Minute 286 [Sunken Gardens, Bognor Regis] – to view the Officer's report, please click on this link - [Report](#) and [Appendix](#)

20. **Audit & Governance Committee - 19 November 2020** (Pages 149 - 156)

The Chairman, Councillor Mrs Erskine, will present the Minutes from the Audit & Governance Committee held on 19 November 2020. There are a range of recommendations at:

- Minute 311 [Independent Members' Remuneration Panel – Review of Special Responsibility Allowances] – to view the report of the Independent Remuneration Panel, please click on this link – [Covering Report](#) and [Panel's Report](#)

- Minute 315 [Treasury Management Mid-Year Report] – to view the Officer’s report, please click on this link - [Report](#)
- Minute 316 [Data Protection Breach Overview] – to view the Officer’s report, please click on this link - [Report](#)

21. **Development Control Committee - 25 November 2020** (Pages 157 - 162)

The Chairman, Councillor Bennett, will present the Minutes from the meeting of the Development Control Committee held on 25 November 2020. There is one recommendation at:

- Minute 327 [Options for Introducing Further Controls on the Definition and Number and Quality of Houses in Multiple Occupation] – to view the Officer’s report, please click on this link – [Report](#)

22. **Constitution Working Party - 30 November 2020** (Pages 163 - 210)

The Chairman, Councillor Mrs Yeates, will present the Minutes from the meeting of the Constitution Working Party held on 30 November 2020. There are a range of recommendations at:

- Minute 30 [Committee Responsibility for Land Property and Asset Management] – the Officer’s report and Appendix is attached
- Minute 31 [Consolidated Report on Outstanding Planning Issues] – the Officer’s report and Appendix is attached
- Minute 32 [Referral of Motion 4 From Full Council on 18 November 2020 to this Working Party on Call-In] – the Officer’s report is attached.

23. **Overview Select Committee - 1 December 2020** (Pages 211 - 218)

The Chairman, Councillor Northeast, will present the Minutes from the meeting of the Overview Select Committee held on 1 December 2020. There are no recommendations.

24. **Development Control Committee - 2 December 2020** (Pages 219 - 228)

The Chairman, Councillor Bennett, will present the Minutes from the meeting of the Development Control Committee held on 2 December 2020. There are no recommendations.

25. **Standards Committee - 3 December 2020** (Pages 229 - 236)

The Vice-Chairman, Councillor Bennett, will present the Minutes from the Standards Committee held on 3 December 2020. There are no recommendations.

26. **Chief Executive's (CEO) Remuneration Committee - 8 December 2020** (Pages 237 - 240)

The Chairman, Councillor Mrs Gregory, will present the Minutes from the Chief Executive's Remuneration Committee held on 8 December 2020. There is one recommendation at:

Minute 369 [Chief Executive's Remuneration 2020/21] – to view the Officer's report – please click on this link – [Report](#) and [Appendix](#)

27. **Environment and Leisure Working Group - 10 December 2020** (Pages 241 - 250)

The Chairman, Councillor Mrs Warr, will present the Minutes from the Environment and Leisure Working Group held on 10 December 2020. There are no recommendations.

28. **Cabinet - 14 December 2020** (Pages 251 - 274)

The Chairman, Councillor Dr Walsh, will present the Minutes from the meeting of Cabinet held on 14 December 2020. There are a range of recommendations at:

- Minute 377 [Financial Support to Leisure Operating Contract] – to view the Officer's report, please click on this link – [Report](#)
- Minute 383 [Housing & Customer Services Working Group – Minute 12 – Additional and Selective Licensing Scheme for Houses in Multiple Occupation] – See Minute 12 [Additional and Selective Licensing Scheme for Houses in Multiple Occupation] – to view the Officer's report – please click on this link – [Report](#) and [Appendix](#)
- Minute 383 [Overview Select Committee – 1 December 2020 – Local Council Tax Reduction Scheme 2021/22] – to view the Minutes – please click on this link which is an extract from the minutes of the Council Tax Support Task and Finish Working Party – please click on this link [Council Tax Support Task and Finish Working Party Minutes](#)

29. **Planning Policy Sub-Committee - 15 December 2020** (Pages 275 - 286)

The Chairman, Councillor Mrs Yeates, will present the Minutes from the Planning Policy Sub-Committee held on 15 December 2020. There are recommendations at:

- Minute 21 [Community Infrastructure Levy Governance] – to view the Officer's report and the Appendices, please click on this link – [Report](#) and [Appendix 1](#) and [Appendix 2](#) and [Appendix 3](#) and [Appendix 4](#)
- Minute 24 [Arun Design Guide Supplementary Planning Document] – to view the Officer's report, please click on this link - [Report](#)
- Minute 27 [Brownfield Land Register 2020] – to view the Officer's report, please click on this link – [Report](#)

30. **Questions from Members**

To consider general questions from Members in accordance with Council Procedure Rule 13.3, including questions remaining from the Council Meeting on 11 November 2020.

31. **Committee Memberships**

Any changes to Committee Memberships that need noting by the Council will be reported at the meeting.

32. **Representation on Outside Bodies**

The Council is asked to approve any changes to its representation on Outside Bodies.

- Members are reminded that if they have detailed questions, would they please inform the relevant Cabinet Member/Chairman and/or Director in advance of the meeting in accordance with the Council Procedure Rules
- Copies of the reports on the recommendations from the other Committees are provided via an e-link, where appropriate
- Filming, Photography and Recording at Council Meetings - The District Council supports the principles of openness and transparency in its decision making and permits filming, recording and the taking of photographs at its meetings that are open to the public. This meeting may therefore be recorded, filmed or broadcast by video or audio, by third parties. Arrangements for these activities should operate in accordance with guidelines agreed by the Council and as available via the following link – [Filming Policy](#)