Committee Work Programme

JANUARY 2022

UNLESS OTHERWISE SHOWN MEETINGS WILL BE HELD AT THE ARUN CIVIC CENTRE

Maltravers Road

Littlehampton

West Sussex

BN17 5LF

www.arun.gov.uk

Published January 2022

For further detailed information regarding specific issues to be considered by the Committees, please contact the named officer for the item concerned.

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The Council has chosen to publish a Committee Work Programme setting out matters which are anticipated to come before the Council and/or a Committee during the next 12 months. The programme will detail the decisions in the period listed, although not all decisions can be included because in some cases the need for a decision is not known at the time of publication. However, an updated version of the Programme will be published on a monthly basis. The exception being those issues which are dealt with under the urgency provisions.

For each decision included in the Committee Work Programme the following information is provided:

- ✓ The committee or body that is to make the decision and the date of the meeting
- ✓ The title of the report and decision to be considered
- ✓ A list of other appropriate documents
- ✓ The name and telephone number of the contact officer to whom any representations should be sent for each item

Meetings of the Council and Committees are open to the public (with the exception of discussion regarding reports which contain exempt/confidential information). Copies of agenda and reports for meetings are available on the website in advance of meetings. For further details on the time of meetings ad general information about the Programme please contact Committees Services Team at Arun Civic Centre, Maltravers Road, Littlehampton, West Sussex, BN17 5LF or telephone 01903 737611 or send an email to committees@arun.gov.uk .

How to make representations
Details on how to make representations at Committee meetings can be found on the Participating in Council meetings web page.

Background papers
A list of background papers is contained on the report for each item above.

Decisions Anticipated for January 2022

Full Council 12 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Make Ford Safe Petition	The Council is asked to consider a petition submitted to the Council which has signatures in excess of 1,500. The petition requests that a safe cycle path and footpath be provided between Arundel and Ford and it ask the Council to support the petition and communicate that support to the Steering Group which is working on the development of the business case to be submitted to National Highways.		James Hassett, Chief Executive chief.executive@arun.gov.uk	Director of Place (Karl Roberts)

Full Council 12 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Calendar of Meetings for 2022/23	In accordance with Council Procedure Rule 3.1, the Council needs to agree a programme of dates for Council Meetings prior to the commencement of the new Municipal Year. This report therefore proposes the arrangements for the Calendar of Meetings for 2022/23 and has been prepared in consultation with all Group Leaders and relevant Lead Officers		Sameera Khan, Group Head of Law & Governance Sameera.Khan@arun.gov.uk	Chief Executive

Full Council 12 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Appointment to the Post of Chief Executive Officer	This report seeks the Council's approval to appoint to the post of Chief Executive Officer		Caroline Martlew, Interim Group Head of Corporate Support and Section 151 Officer caroline.martlew@arun.gov.uk	Group Head of Corporate Support and Section 151 Officer (Alan Peach)

Full Council 12 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Appointment to the Post of Interim Group Head of Law & Governance and Monitoring Officer	This report informs Members of the appointment to the position of Group Head for Law and Governance on an interim basis for a period of up to 5 months. The postholder also holds the statutory position of Monitoring Officer.		James Hassett, Chief Executive chief.executive@arun.gov.uk	Chief Executive

Audit & Governance Committee 17 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Final Statement of Accounts 2020/21	This report provides information about the audit of the Council's 2020/21 Statement of Accounts (accounts) and recommends the approval of the 2020/21 accounts and the Letter of Representation on behalf of the Council.		Caroline Martlew, Interim Group Head of Corporate Support and Section 151 Officer caroline.martlew@arun.gov.uk	Group Head of Corporate Support and Section 151 Officer (Alan Peach)

Audit & Governance Committee 17 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Final Annual Governance Statement	To present the final Annual Governance Statement for 2020/21 to the Committee for approval.		Stephen Pearse, Internal Audit Manager stephen.pearse@arun.gov.uk	Group Head of Corporate Support and Section 151 Officer (Alan Peach)

Audit & Governance Committee 17 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Audit Results Report			Caroline Martlew, Interim Group Head of Corporate Support and Section 151 Officer caroline.martlew@arun.gov.uk	Group Head of Corporate Support and Section 151 Officer (Alan Peach)

Corporate Support Committee 18 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Committee Budget 2022/23 Report	The purpose of the report is for this Committee to consider and approve its revenue and capital budget for inclusion in the 2022/23 budget, which will be submitted to Policy and Finance Committee on 10 February 2022. The Policy and Finance Committee will consider the overall budget for 2022/23 to make recommendations to Full Council on 23 February 2022 on the budget and the level of Council Tax for the District for 2022/23		Caroline Martlew, Interim Group Head of Corporate Support and Section 151 Officer caroline.martlew@arun.gov.uk	Group Head of Corporate Support and Section 151 Officer (Alan Peach)

Corporate Support Committee 18 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Unreasonable Behaviour Policy	Article 2 of the Constitution gives residents the right to complain. It also explains the corresponding duty on residents to act reasonably. The corporate complaints process partly complies with this article but has provided no teeth to the requirement for residents to be reasonable. This report presents an Unreasonable Behaviour Policy and asks the Committee to consider adopting this in keeping with the Constitution and good practice.		Sameera Khan, Group Head of Law & Governance Sameera.Khan@arun.gov.uk	

Corporate Support Committee 18 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Health and Safety Policy Update	The current Health and Safety Policy – organisation and responsibilities was adopted on 13 March 2019. This report puts forward an amended Policy for consideration and adoption. The amendments are chiefly administrative in nature, including updates to reflect the Committee structure and changes to the organisation's structure and postholders.		Nat Slade, Group Head of Technical Services nat.slade@arun.gov.uk	

Economy Committee 19 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Grant to Arun Arts, Alexandra Theatre, Bognor Regis	This report is requesting that a grant of £15,000 per annum for two years (22/23 & 23/24 FY) is made to Arun Arts to support the continued provision of a community theatre serving Bognor Regis and the immediate region.		Denise Vine, Group Head of Economy denise.vine@arun.gov.uk	Director of Place (Karl Roberts)

Economy Committee 19 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Bognor Regis Arcade Roof Replacement	This report seeks to gain authority to proceed with the procurement of essential flat roof replacement and associated works to the Bognor Regis arcade building. Authority is further sought for placement of contract and works order for the project with the most economically advantageous contractor on completion of procurement to permit project delivery.		Nat Slade, Group Head of Technical Services nat.slade@arun.gov.uk	Director of Place (Karl Roberts)

Economy Committee 19 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Committee Budget 2022/23 Report	The purpose of the report is for this Committee to consider and approve its revenue and capital budget for inclusion in the 2022/23 budget, which will be submitted to the Policy and Finance Committee on 10 February 2022. Policy and Finance Committee will consider the overall budget for 2022/23 to make recommendations to Full Council on 23 February 2022 on the budget and the level of Council Tax for the District for 2022/23.		Caroline Martlew, Interim Group Head of Corporate Support and Section 151 Officer caroline.martlew@arun.gov.uk	

Economy Committee 19 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Bedford Street Public Toilet Refurbishment	This report seeks to gain authority for the proposed refurbishment of the public WC's. Authority is further sought for the project to proceed to tender and placement of contract and works order for the project with the most economically advantageous contractor to permit project delivery.		Nat Slade, Group Head of Technical Services nat.slade@arun.gov.uk	Director of Place (Karl Roberts)

Economy Committee 19 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Fitzleet Multi Storey Car Park, Bognor Regis - Resurfacing Planned Maintenance Works	This report seeks to gain authority to proceed with the procurement of essential resurfacing works to the multi storey car park in accordance with the Council's planned preventative maintenance programme. Authority is further sought for placement of contract and works order for the project with the most economically advantageous contractor on completion of procurement to permit project delivery.		Nat Slade, Group Head of Technical Services nat.slade@arun.gov.uk	Director of Place (Karl Roberts)

Environment Committee 20 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
1-2-3 Food Waste & Absorbent Hygiene Products (AHP) Collection Trial Progress Update			Joe Russell-Wells, Group Head of Neighbourhood Serivces joe.russell-wells@arun.gov.uk	Director of Services (Philippa Dart)

Environment Committee 20 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Committee Revenue and Capital Budgets 2022/2023	The purpose of the report is for this Committee to consider and approve its revenue and capital budget for inclusion in the 2022/23 budget, which will be submitted to the Policy and Finance Committee on 10 February 2022. The Policy and Finance Committee will consider the overall budget for 2022/23 to make recommendations to Full Council on 23 February 2022 on the budget and the level of Council Tax for the District for 2022/23.		Caroline Martlew, Interim Group Head of Corporate Support and Section 151 Officer caroline.martlew@arun.gov.uk	Group Head of Corporate Support and Section 151 Officer (Alan Peach)

Environment Committee 20 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Disabled Facilities Grant Charge Recycling Policy	The West Sussex Disabled Facilities Grant Policy 2020-2024 which was approved by Cabinet on 9th December 2019, includes the provision that a Local Land Charge will be placed on the owner occupier's adapted property where the DFG exceeds £5,000. The land charge will be limited to a maximum of £10,000 (mandatory scheme- statutory limit). The Charge will be incurred if the property is sold within 10 years. This report seeks approval for any funds received by the Council, via repayment of Disabled Facilities Grant charges, to be recycled to fund further adaptions for private sector residents.		Louise Crane, Principal Environmental Health Officer Housing, Nat Slade, Group Head of Technical Services louise.crane@arun.gov.uk, nat.slade@arun.gov.uk	Director of Place (Karl Roberts)

Environment Committee 20 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Enforcement Policy for Environmental Health, Private Sector Housing, Licensing and Cleansing	The report seeks approval to adopt amendments to the existing enforcement policy for Environmental Health, Private Sector Housing, Licensing and Cleansing the main elements of which include: - Civil penalties for offences under the Energy Efficiency (Private Rented Property)(England and Wales) Regulations 2015 - To provide greater clarity and guidance when considering civil penalties as an alternative to prosecution Other minor amendments have been made, and all alterations are highlighted in the attached report by way of tracked changes for ease of reference.		Louise Crane, Principal Environmental Health Officer Housing, Nat Slade, Group Head of Technical Services louise.crane@arun.gov.uk, nat.slade@arun.gov.uk	Director of Place (Karl Roberts)

Environment Committee 20 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Award of Contain Outbreak Management Funding	This report seeks Member approval to apply Contain Outbreak Management Funding received of £144,364. The award outlines a number of conditions associated with the award which are outlined in the report. Failure to comply with these could result in clawback. In addition, Member approval complies with the Council Constitution which states that application of grant awards greater than a certain threshold requires approval by the relevant Committee.		Nat Slade, Group Head of Technical Services nat.slade@arun.gov.uk	Director of Place (Karl Roberts)

Housing and Wellbeing Committee 24 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Sussex Police Precept			Andrew Bishop, Committee Services Officer Andrew.Bishop@arun.gov.uk Tel: 01903 737984	Director of Services (Philippa Dart)

Housing and Wellbeing Committee 24 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Littlehampton Community Wardens Update Report			Andrew Bishop, Committee Services Officer Andrew.Bishop@arun.gov.uk Tel: 01903 737984	Director of Services (Philippa Dart)

Housing and Wellbeing Committee 24 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Committee Budget 2022/23 Report	The purpose of the report is for this Committee to consider and approve its revenue and capital budget for inclusion in the 2022/23 budget, which will be submitted to the Policy and Finance Committee on 10 February 2022. Policy and Finance Committee will consider the overall budget for 2022/23 to make recommendations to Full Council on 23 February 2022 on the budget and the level of Council Tax for the District for 2022/23.		Caroline Martlew, Interim Group Head of Corporate Support and Section 151 Officer caroline.martlew@arun.gov.uk	Group Head of Corporate Support and Section 151 Officer (Alan Peach)

Housing and Wellbeing Committee 24 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Care Leavers Protocol	The joint working protocol for care leavers has been developed by WSCC and all districts & boroughs. The protocol aims to ensure that accommodation needs and associated support in the community for young people leaving care are identified and procedures put in place to ensure that agencies work in partnership to achieve this.		Satnam Kaur, Group Head of Residential Serivces Satnam.Kaur@arun.gov.uk	Director of Services (Philippa Dart)

Housing and Wellbeing Committee 17 Mar 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Leisure Operating Contract Report			Andrew Bishop, Committee Services Officer Andrew.Bishop@arun.gov.uk Tel: 01903 737984	Director of Services (Philippa Dart)

Planning Policy Committee 25 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Authority Monitoring Report (AMR)	This report is for noting and updates members on the latest housing commitments (including 5-year housing land supply), employment and commercial data and progress on plan making set out in the Authority Monitoring Report 2020/21. The AMR assessment is updated and published each year.		Kevin Owen, Planning Policy Team Leader kevin.owen@arun.gov.uk	Director of Place (Karl Roberts), Group Head of Community Wellbeing (Robin Wickham)

Planning Policy Committee 25 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Infrastructure Investment Plan	This report seeks Member agreement to the draft Infrastructure Investment Plan (a three-year programme 2022 - 2024) setting out how CIL funds will be prioritised for delivery of infrastructure projects and referral to Full Council for approval.		Kevin Owen, Planning Policy Team Leader kevin.owen@arun.gov.uk	Director of Place (Karl Roberts)

Planning Policy Committee 25 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Local Development Scheme update	Following 6 October decision of Planning Policy Committee on the approach to plan making - this report asks members to agree the Local Development Scheme (LDS) be recommend to Full Council for adoption. The LDS is the local authority's plan making programme and resource plan for updating the Arun Local Plan and any other Development Plan Documents. The LDS timetable needs to be kept up to date to inform PINS resource planning and the LDS forms evidence on legal compliance which is tested at Local Plan examination.		Kevin Owen, Planning Policy Team Leader kevin.owen@arun.gov.uk	Director of Place (Karl Roberts)

Planning Policy Committee 25 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Housing Economic Land Availability Assessment (HELAA)	This report is for noting and updates members on the latest potential housing and employment land availability set out in the Housing Employment Land Availability Assessment (HELAA) report 2020/2021. The HELAA assessment is updated and published each year for the purposes of establishing a potential supply of land availability for plan making purposes only (i.e. the HELAA is a high level assessment of potential land supply for plan making, not for Development Management purposes).		Kevin Owen, Planning Policy Team Leader kevin.owen@arun.gov.uk	Director of Place (Karl Roberts)

Planning Policy Committee 25 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Brownfield Land Register (BLR)	This report presents Part 1 of the Brownfield Land Register (BLR) which the Sub-Committee is asked to note as an evidence base document. The report also considers whether any suites are suitable for promoting to part 2 of the BLR i.e. for permission in principle (for housing development) and the process and timescale proposed.		Kevin Owen, Planning Policy Team Leader kevin.owen@arun.gov.uk	Director of Place (Karl Roberts)

Planning Policy Committee 25 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Committee Budget 2022/23 Report	The purpose of the report is for this Committee to consider and approve its revenue and capital budget for inclusion in the 2022/23 budget, which will be submitted to Policy and Finance Committee on 10 February 2022. The Policy and Finance Committee will consider the overall budget for 2022/23 to make recommendations to Full Council on 23 February 2022 on the budget and the level of Council Tax for the District for 2022/23.		Caroline Martlew, Interim Group Head of Corporate Support and Section 151 Officer caroline.martlew@arun.gov.uk	Director of Place (Karl Roberts)

Planning Policy Committee 25 Jan 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Statement of Community Involvement Update	Following 6 October decision of Planning Policy Committee on the approach to pan making - this report seeks member agreement on the need for further updates to the Council's Statement of Community Involvement (SCI) which was last updated via immediate review in June 2020 (as part of the covid_19 temporary dispensation for depositing hard copy documents i.e. regulation 35 of the Town & Country Planning (England) (Plan Making Regulations) 2012). The SCI needs to be kept up to date and forms evidence on legal compliance which is tested at Local Plan examination.		Kevin Owen, Planning Policy Team Leader kevin.owen@arun.gov.uk	Director of Place (Karl Roberts)

Decisions Anticipated for February 2022

Planning Committee 2 Feb 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Appeals Performance & Costs 2021	The report will set out the Council's appeals performance for the year 2021. It will also set out the costs associated with defending appeals and costs awards.		Neil Crowther, Group Head of Planning neil.crowther@arun.gov.uk	Director of Place (Karl Roberts)

Policy and Finance Committee 10 Feb 2022 **Full Council 23 Feb 2022**				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Council Budget - 2022/23	The purpose of this report is for the Committee to consider and approve the overall budget for 2022/23 and to make recommendations to the Special Meeting of the Council on 23 February 2022 on the budget and level of Council Tax for the District for 2022/23.		Caroline Martlew, Interim Group Head of Corporate Support and Section 151 Officer caroline.martlew@arun.gov.uk	Group Head of Corporate Support and Section 151 Officer (Alan Peach)

Policy and Finance Committee 10 Feb 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Council Vision 2022-2026			Jackie Follis, Group Head of Policy jackie.follis@arun.gov.uk	

Policy and Finance Committee 10 Feb 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Carbon Reduction Strategy – Action Plan Update			William Page, Climate Change and Sustainability Manager william.page@arun.gov.uk	Director of Services (Philippa Dart)

Audit & Governance Committee 22 Feb 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Accounting Policies for 2021/22 Accounts	The report allows the Audit and Governance Committee to consider and approve the accounting policies that will be applied to the Statement of Accounts 2021/22.		Caroline Martlew, Interim Group Head of Corporate Support and Section 151 Officer caroline.martlew@arun.gov.uk	Group Head of Corporate Support and Section 151 Officer (Alan Peach)

Audit & Governance Committee 22 Feb 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Auditor's Annual Report			Stephen Pearse, Internal Audit Manager stephen.pearse@arun.gov.uk	Group Head of Corporate Support and Section 151 Officer (Alan Peach)

Audit & Governance Committee 22 Feb 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Audit Planning Report	The Audit Planning Report – year ended 31 March 2022, which will be presented by a representative from the Council's external auditors Ernst and Young LLP		Caroline Martlew, Interim Group Head of Corporate Support and Section 151 Officer caroline.martlew@arun.gov.uk	Group Head of Corporate Support and Section 151 Officer (Alan Peach)

Audit & Governance Committee 22 Feb 2022 **Full Council 9 Mar 2022**				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Treasury Management Strategy Statement and Annual Investment Strategy	The purpose of this report is to present the Treasury Management Strategy Statement and Annual Investment Strategy 2022/2023 and to enable the Audit and Governance Committee to scrutinise the report prior to making comment to Full Council (9 March 2022)		Sian Southerton, Senior Accountant sian.southerton@arun.gov.uk	Group Head of Corporate Support and Section 151 Officer (Alan Peach)

Audit & Governance Committee 22 Feb 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Annual Internal Audit Plan	Each year Internal Audit is required to develop an annual audit plan for the following financial year, for agreement by the Audit & Governance Committee		Stephen Pearse, Internal Audit Manager stephen.pearse@arun.gov.uk	Group Head of Corporate Support and Section 151 Officer (Alan Peach)

Audit & Governance Committee 22 Feb 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Progress Against The Audit Plan	Each year Internal Audit undertakes its work against an annual audit plan, as approved by the Audit & Governance Committee prior to the start of the financial year. The Committee is required to oversee the provision of an adequate and effective internal audit service.		Stephen Pearse, Internal Audit Manager stephen.pearse@arun.gov.uk	Group Head of Corporate Support and Section 151 Officer (Alan Peach)

Audit & Governance Committee 22 Feb 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Feedback & Complaints Policy			Sameera Khan, Group Head of Law & Governance Sameera.Khan@arun.gov.uk	Group Head of Law & Governance

Audit & Governance Committee 22 Feb 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Progress update on housing tenancy fraud			Philippa Dart, Director of Services philippa.dart@arun.gov.uk	Director of Services (Philippa Dart)

Decisions Anticipated for March 2022

Environment Committee 10 Mar 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Variation to Parking Charges (following public consultation)			Calvin Baylis, Customer and Parking Services Manager calivn.baylis@arun.gov.uk	Group Head of Neighbourhood Services (Joe Russell-Wells)

Environment Committee 10 Mar 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Solar Together Sussex			Louise Crane, Principal Environmental Health Officer Housing louise.crane@arun.gov.uk	Director of Place (Karl Roberts)

Licensing Committee 11 Mar 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Taxi Policy Revision	A revised taxi policy will be presented to the Committee seeking their agreement to publish it for consultation.		Sarah Meeten, Licensing Team Manager sarah.meeten@arun.gov.uk	Director of Place (Karl Roberts)

Licensing Committee 11 Mar 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Street Trading and Markets Policy, Making of Resolution to Vary Street Trading Designations and Fee Setting	This report provides the second draft of Street Trading and Markets Policy together with comments from the public consultation and a proposal regarding the making of a resolution for Street Trading Designations. The Licensing Committee are asked to recommend approval of the Policy, to make a recommendation of a resolution regarding the Street Trading Designations and to recommend approval of a proposed charging structure and fees.		Sarah Meeten, Licensing Team Manager sarah.meeten@arun.gov.uk	Director of Place (Karl Roberts)

Planning Policy Committee 15 Mar 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Local Plan Evidence Update - Tourism & Visitor Accommodation Study	This report briefs Members on the outputs of the Local Plan Evidence Update - Tourism & Visitor Accommodation Study to inform the update of the Local Plan (when it resumes) and is for noting.		Kevin Owen, Planning Policy Team Leader kevin.owen@arun.gov.uk	Director of Place (Karl Roberts)

Planning Policy Committee 15 Mar 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Local Plan Evidence Update - Biodiversity Net Gain Study	This report briefs Members on the outputs of the Biodiversity Net Gain Study outputs to inform the Local Plan update (when it resumes) and seeks Member agreement to the policy approach for Development Management Purposes and referral to Full Council.		Kevin Owen, Planning Policy Team Leader kevin.owen@arun.gov.uk	Director of Place (Karl Roberts)

Corporate Support Committee 24 Mar 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Pay Policy Statement 2022	The Localism Act 2011, Section 38(1) requires that local authorities prepare an annual Pay Policy Statement. This paper introduces the draft Pay Policy Statement for 2022/2023 and asks Members to approve it.		Karen Pearce, HR Manager karen.pearce@arun.gov.uk	Group Head of Corporate Support and Section 151 Officer (Alan Peach)

Corporate Support Committee 24 Mar 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Annual Canvass 2021			Jackie Follis, Group Head of Policy jackie.follis@arun.gov.uk	Chief Executive

Economy Committee 29 Mar 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Sussex Visitor Economy Vision and Actions – 10 Year Plan			Denise Vine, Group Head of Economy denise.vine@arun.gov.uk	Director of Place (Karl Roberts)

Economy Committee 29 Mar 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Disposal of London Road Car and Lorry Park, Bognor Regis	This report seeks to set out the expressions of interest / offers received for the Council's freehold site following the recent public marketing. Further authority is sought to proceed with the disposal of Council freehold land in accordance with the recommendations received from the Council's appointed commercial agent.		Nat Slade, Group Head of Technical Services nat.slade@arun.gov.uk	Director of Place (Karl Roberts)

Economy Committee 29 Mar 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Promotion Agreement in relation to Council Land at Meadview Nursery, Lyminster, Littlehampton	Cabinet in March 2019 approved disposal of land located at Meadview Nursery, Lyminster, and delegated authority to officers in consultation with the Cabinet Members to negotiate and enter into a promotion agreement and to conclude disposal of the land. This report seeks to set out the terms of the promotion agreement that have been negotiated for Committee's consideration and approval.		Nat Slade, Group Head of Technical Services nat.slade@arun.gov.uk	Director of Place (Karl Roberts)

Economy Committee 29 Mar 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
River Road Garage Site, Arundel, West Sussex	This report seeks to set out the options available to the Council and make recommendation on how to proceed in respect of the future use of the Council's freehold site in River Road Arundel.		Nat Slade, Group Head of Technical Services nat.slade@arun.gov.uk	Director of Place (Karl Roberts)

Economy Committee 29 Mar 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Installation of additional Beach Huts in Littlehampton, West Sussex	This report seeks to set out a viable business case for the installation of additional beach huts within Littlehampton. Consent is also sought to proceed to submission of a suitable planning application and to procure the manufacture and installation of beach huts on site. This will ensure the Council secures additional leaseholders and increase service revenue, working towards meeting the known customer demand for access to this popular seaside service.		Nat Slade, Group Head of Technical Services nat.slade@arun.gov.uk	Director of Place (Karl Roberts)

Economy Committee 29 Mar 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Littlehampton Public Realm Improvements – Phase 1 (Terminus Road) Contractor Appointment	This report seeks approval of the Economy Committee to appoint the construction contract for the delivery of the regeneration works to Littlehampton Town Centre phase 1 (Terminus Road) and to delegate authority for all approvals within the allocated budget of £1.253m to the Director of Place.	Littlehampton Public Realm Improvements – Phase 1 (Terminus Road) Contractor Appointment	Richard Carden, Senior Regeneration Officer richard.carden@arun.gov.uk	Director of Place (Karl Roberts)

Economy Committee 29 Mar 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Town Centres Plans	TBC		Denise Vine, Group Head of Economy denise.vine@arun.gov.uk	Director of Place (Karl Roberts)

Economy Committee 29 Mar 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Strategic Business Case & Options for Future Uses of the Regis Centre, Bognor Regis	TBC		Denise Vine, Group Head of Economy denise.vine@arun.gov.uk	Director of Place (Karl Roberts)

Standards Committee 30 Mar 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Monitoring Officer Report			Sameera Khan, Group Head of Law & Governance Sameera.Khan@arun.gov.uk	Group Head of Law & Governance

Standards Committee 30 Mar 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Member/Officer Protocol			Sameera Khan, Group Head of Law & Governance Sameera.Khan@arun.gov.uk	Group Head of Law & Governance

Standards Committee 30 Mar 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Monitoring Officer Protocol			Sameera Khan, Group Head of Law & Governance Sameera.Khan@arun.gov.uk	Group Head of Law & Governance

Standards Committee 30 Mar 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Register of Assessments of Complaints Against Councillors (Public)			Sameera Khan, Group Head of Law & Governance Sameera.Khan@arun.gov.uk	Group Head of Law & Governance

Standards Committee 30 Mar 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Register of Assessments of Complaints Against Councillors (Exempt)			Sameera Khan, Group Head of Law & Governance Sameera.Khan@arun.gov.uk	Group Head of Law & Governance

Policy and Finance Committee 31 Mar 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Budget Monitoring Report			Caroline Martlew, Interim Group Head of Corporate Support and Section 151 Officer caroline.martlew@arun.gov.uk	