



Committee Work Programme – July 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 11 July 2022

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

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 and 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 July 2022

| Environment Committee 14 Jul 2022 | | | | |
|--|---|----------------------|--|--|
| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| <p>Options for introducing further controls on the quality of Houses in Multiple Occupation</p> | <p>At the Housing and Customer Services Working Group meeting on 22 October 2020 members recommended to Cabinet to continue to research and gather further evidence to help establish whether additional House in Multiple Occupation (HMO) licensing or selective licensing of the private rented sector was justified. This decision was approved by Cabinet on 14 December 2020 and officers instigated the process of procuring the services of a company to undertake the required additional research and provision of a supporting report.</p> | | <p>Louise Crane, Principal Environmental Health Officer Housing, Nat Slade, Group Head of Technical Services louise.crane@arun.gov.uk, nat.slade@arun.gov.uk</p> | <p>Director of Growth (Karl Roberts), Director of Environment & Communities (Philippa Dart)</p> |

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| | <p>The report provides a summary of the findings from the research undertaken and sets out recommendations for additional controls that could be implemented to manage the quality of houses in multiple occupation.</p> | | | |
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| Environment Committee 14 Jul 2022 | | | | |
|--|--|----------------------|---|--|
| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| <p>Potential Increase in the Number of Designated Bathing Waters in Arun District</p> | <p>The report seeks authority to undertake the necessary investigation and survey work and then to make representation to the Department for Environment Food and Rural Affairs to increase the number of designated Bathing Waters in Arun District</p> | | <p>Roger Spencer, Engineering Services Manager, Robin Wickham, Group Head of Wellbeing & Communities Roger.Spencer@arun.gov.uk, robin.wickham@arun.gov.uk</p> | <p>Director of Growth (Karl Roberts), Director of Environment & Communities (Philippa Dart)</p> |

Environment Committee 14 Jul 2022

| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
|-------------------------------------|---|----------------------|--|---|
| Keystone Youth Centre update | <p>The Keystone Centre is a long-established centre for a range of youth provision services situated in the deprived ward of Wick Littlehampton. Approval was provided by the ADC cabinet in November 2018 to provide funding and make land available via a lease to Littlehampton Town Council to replace the existing run-down facility at an adjacent area of land. Improvements also include the outdoor facilities that will accompany the new community building. This report provides an update, next steps, and program for the delivery of these facilities.</p> | | Joe Russell-Wells, Group Head of Environment & Climate Change joe.russell-wells@arun.gov.uk | Director of Environment & Communities (Philippa Dart) |

Environment Committee 14 Jul 2022

| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
|--|---|----------------------|--|--|
| Exit strategy for withdrawal of the 1-2-3 Food Waste & Absorbent Hygiene Products (AHP) collections | <p>The Environment Committee resolved on 19th May 2022 to retain, for the time being, a weekly residual service from black sacks until such time that the Government mandates food waste collections to all households. In view of this West Sussex County Council (WSSCC) through the Joint Project Board, questioned the added value of continuing the 1-2-3 collections in the trial area. WSSCC concluded that continuing the collections in the trial area would not represent the best use of their Recycling Improvement Fund. This report proposes an exit strategy for early closure of the 1-2-3 collection scheme.</p> | | <p>Oliver Handson, Environmental Services & Strategy Manager, Greenspace & Emergency Planning oliver.handson@arun.gov.uk</p> | <p>Director of Environment & Communities (Philippa Dart)</p> |

Corporate Support Committee 19 Jul 2022

| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
|---|--|----------------------|--------------------------------------|---|
| Update on progress with the Council's ICT & Digital Strategies | <p>The Council's ICT Strategy was adopted in 2019 and Digital Strategy 2020. This report is the annual update of progress with the strategies and has been provided to give the committee insight to the delivery of key themes.</p> <p>Excellent progress has been made with advancing the strategies including significant enhancements in digital services and the adoption of cloud computing.</p> <p>The technical specialists have extended operational hours for internal users and continue to support and improve a stable, available, and secure technical estate.</p> <p>The development team</p> | | Paul Symes paul.symes@arun.gov.uk | Interim Group Head of Finance & Section 151 Officer (Carolyn Martlew) |

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| | <p>have made many improvements to our online presence including adding new digital offerings for customers.</p> <p>Our IT Support Desk have adapted to support a more mobile workforce and continue to deliver a high-quality service for our end-users.</p> | | | |
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| Economy Committee 26 Jul 2022 | | | | |
|---|--|----------------------|---|-----------------------------------|
| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Littlehampton Public Realm Improvements: Phase 2 & 3 High Street / Beach Road / East Street / Clifton Road | This report seeks to update the Economy Committee as to progress of the works at Littlehampton Town Centre and provide an update on costs. | | Richard Carden, Senior Regeneration Officer richard.carden@arun.gov.uk | Director of Growth (Karl Roberts) |

Economy Committee 26 Jul 2022

| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
|---|---|---|---|-----------------------------------|
| Changing Places Toilets in Arun District | Following successful award of grant funding this report seeks to gain authority to proceed with procurement of the design and construction of changing places toilet (CPT) facilities in Arun District. Delegated authority is further sought for placement of contract and works orders for the CPT projects with the most economically advantageous contractor on completion of procurement to permit project delivery. | Environment Committee Meeting held on 23 September 2021 | Paul Broggi, Property and Estates Manager, Nat Slade, Group Head of Technical Services paul.broggi@arun.gov.uk, nat.slade@arun.gov.uk | Director of Growth (Karl Roberts) |

Planning Policy Committee 27 Jul 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 Growth (Karl Roberts) |

| Planning Policy Committee 27 Jul 2022 | | | | |
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| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Arun Transport Model - Update | This report updates the Planning Policy Committee on the Arun Transport Model (ATM) Phase 1 work commissioned in 2021 for the purposes of the evidencing the Local Plan update (when it resumes) to test transport impacts and necessary mitigation schemes. | | Kevin Owen, Planning Policy Team Leader kevin.owen@arun.gov.uk | Director of Growth (Karl Roberts) |

| Planning Policy Committee 27 Jul 2022 | | | | |
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| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Transport for the South East Strategic Investment Plan (SIP) Consultation | Transport for the South East are undertaking a public consultation on a Strategic Investment Plan (SIP) with a vision to 2050. The £45 billion SIP will provide a framework for delivering sustainable, integrated transport investment, levelling up, housing and | | Martyn White, Principal Conservation Officer martyn.white@arun.gov.uk | Director of Growth (Karl Roberts) |

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| | <p>economic growth, carbon reduction and adaption to climate change. The headline topics and issues officers identify will be contained in the Council's proposed response, which will be published before the meeting.</p> | | | |
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| Planning Policy Committee 27 Jul 2022 | | | | |
|--|---|----------------------|---|--|
| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| <p>Response to Southern Water's Drainage and Wastewater Management Plan (DWMP) consultation</p> | <p>The document was consulted on between 13 June and 5 September 2022. The consultation document covers the overall strategy and approach Southern Water propose within the wastewater catchments; along with the main scale and type of investment; the prioritisation they are giving them and investment timings. It further discusses any partnership opportunities and</p> | | <p>Kevin Owen, Planning Policy Team Leader kevin.owen@arun.gov.uk</p> | <p>Director of Growth (Karl Roberts)</p> |

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| | <p>touches briefly on the situation with respect to DEFRA's intentions towards storm overflows. The headline aspects officers have identified as issues to be raised as a result are contained in the Council's proposed response, which will be published before the meeting.</p> | | | |
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| Planning Policy Committee 27 Jul 2022 | | | | |
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| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| <p>The provision of resources to assist the Council on matters relating to the A27 Arundel Improvements</p> | <p>The report seeks budgetary provision to enable the Council to engage a professional resource in relation to the National Highways A27 Improvement scheme at Arundel.</p> | | <p>Karl Roberts, Director of Growth karl.roberts@arun.gov.uk</p> | <p>Director of Growth (Karl Roberts)</p> |

Housing and Wellbeing Committee 21 Jul 2022

| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
|--|---|----------------------|---|---|
| Council Tax Insolvency Write Offs over £5,001 | This report seeks Members' approval to write off outstanding council tax charges which are subject to insolvency action. The liable party has either been granted a Debt Relief Order, declared Bankrupt or is subject to an Individual Voluntary Arrangement, and the Council are legally unable to pursue the customer for the outstanding council tax charges. The list of debtors is shown in the report in the private section of this agenda. | | Philippa Dart, Director of Environment & Communities philippa.dart@arun.gov.uk | Director of Environment & Communities (Philippa Dart) |

Planning Policy Committee 27 Jul 2022

| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
|---|--|----------------------|---|-----------------------------------|
| Gypsy & Traveller Development Plan Document Update | This report updates the Committee on progress on trying to resolve objections from West Sussex County Council in relation to proposed sites for intensification identified in the Regulation 18 consultation Gypsy & Traveller Development Plan Document (G&T DPD) and the next step to deliver a Regulation 19 publication G&T DPD. | | Kevin Owen, Planning Policy Team Leader kevin.owen@arun.gov.uk | Director of Growth (Karl Roberts) |

| Housing and Wellbeing Committee 21 Jul 2022 | | | | |
|--|--|----------------------|---|---|
| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Business Rates Insolvency Write Offs over £10,001 | This report seeks Members' approval to write off outstanding business rates where the liable party, a limited company, is no longer trading. The account has been passed to external enforcement agents for collection but returned as unsuccessful. | | Philippa Dart, Director of Environment & Communities philippa.dart@arun.gov.uk | Director of Environment & Communities (Philippa Dart) |

| Housing and Wellbeing Committee 21 Jul 2022 | | | | |
|---|--|----------------------|---|---|
| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Housing Management System Programme Update | Exec summary yet to be submitted awaiting CMT review on 28/06/22 | | Moh Hussein, Interim Group Head of Housing moh.hussein@arun.gov.uk | Director of Environment & Communities (Philippa Dart) |

Housing and Wellbeing Committee 21 Jul 2022

| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
|---|---|----------------------|---|---|
| Pre-Construction Works Relating to Land at Canada Road and Ellis Close, Arundel and Westloats Lane, Bognor Regis | <p>Following the adoption of the Housing Revenue Account Business Plan (HRA) in July 2017, a programme to develop or acquire up to 250 new affordable homes over a ten-year period was agreed.</p> <p>This report seeks authority to enter into a Pre-Construction Service Agreement with Beard Construction, to enable Arun to evaluate the best use of the three sites, at Canada Road and Ellis Close, Arundel and Westloats Lane, Bognor Regis.</p> | | Moh Hussein, Interim Group Head of Housing moh.hussein@arun.gov.uk | Director of Environment & Communities (Philippa Dart) |

Housing and Wellbeing Committee 21 Jul 2022

| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
|--|--|----------------------|---|--|
| <p>Decarbonisation of our Housing Stock</p> | <p>Arun District Council has an ambitious “Zero Carbon” objective for the Council’s own activities with a target to achieve this by 2030 as the Council’s contribution to the Environment and Climate Emergency, (Arun District Council Carbon Neutral Strategy 2022-2030).</p> <p>The Council’s strategy excludes the carbon emissions related to occupation of our social housing stock. This report asks committee to approve the adoption of the Social Housing Decarbonisation Strategy and action plan (Appendix 1) and to approve the making of an application to the Social Housing Decarbonisation Grant (run by the Department for Business,</p> | | <p>Steve Turner, Housing Decarbonisation Project Manager Steve.Turner@arun.gov.uk</p> | <p>Director of Environment & Communities (Philippa Dart)</p> |

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| | Enterprise and Industrial Strategy (BEIS)) for £3,000,000 to improve SAP ratings of 300 properties to achieve a minimum C Rating. | | | |
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| Housing and Wellbeing Committee 21 Jul 2022 | | | | |
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| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Freedom Leisure Presentation - LEISURE OPERATING CONTRACT – YEAR SIX REPORT | This report provides an overview of the sixth year of the leisure operating contract (financial year 2021/22). The contractor, Freedom Leisure will attend the meeting to present its Annual Report. | | Robin Wickham, Group Head of Wellbeing & Communities robin.wickham@arun.gov.uk | Director of Environment & Communities (Philippa Dart) |

| Housing and Wellbeing Committee 21 Jul 2022 | | | | |
|---|---|---|---|---|
| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Information & Advice Contract Procurement Report | The Housing and Wellbeing Committee resolved on 22 July 2022 to procure a countywide Community Advice and Support Contract with West Sussex County Council and the West Sussex District and Borough Council's. The contract has been tendered and this paper seeks authority to enter into a new Community Advice and Support contract. | Report to and decision of the Housing and Wellbeing Service Committee on 22 July 2021 | Robin Wickham, Group Head of Wellbeing & Communities robin.wickham@arun.gov.uk | Director of Environment & Communities (Philippa Dart) |

| Audit & Governance Committee 28 Jul 2022 | | | | |
|--|--|----------------------|--|---|
| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Annual Update on the Council's Use of Powers Under the Regulation of Investigatory Powers Act 2000 (RIPA) | The Audit & Governance Committee is the designated body for oversight of the Council's use of powers under the Regulation of | | Stephen Pearse, Internal Audit Manager stephen.pearse@arun.gov.uk | Interim Group Head of Finance & Section 151 Officer (Carolyn Martlew) |

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| | <p>Investigatory Powers Act (RIPA).</p> <p>A report / update on any usage is provided to the Audit & Governance Committee annually.</p> | | | |
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| Audit & Governance Committee 28 Jul 2022 | | | | |
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| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Counter-Fraud Report 2021/22 | <p>The Audit & Governance Committee is the designated body for oversight of the Council's anti-fraud culture.</p> <p>As part of its agreed workplan, an annual report on counter-fraud activity is presented to update the Committee.</p> | | <p>Stephen Pearse, Internal Audit Manager stephen.pearse@arun.gov.uk</p> | <p>Interim Group Head of Finance & Section 151 Officer (Carolin Martlew)</p> |

Audit & Governance Committee 28 Jul 2022**Full Council 14 Sep 2022**

| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
|--|---|----------------------|--|--|
| Chair's Annual Report To Full Council 2021/22 | To present the draft Chair's Annual Report to Full Council for agreement by the Committee | | Stephen Pearse, Internal Audit Manager stephen.pearse@arun.gov.uk | Interim Group Head of Finance & Section 151 Officer (Carolyn Martlew) Interim Group Head of Finance & Section 151 Officer (Carolyn Martlew) |

Audit & Governance Committee 28 Jul 2022

| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
|---|--|----------------------|---|---|
| Annual Internal Audit Plan 2022/23 | Each year Internal Audit is required to develop an annual audit plan for the following financial year, for agreement by the Audit & Governance Committee. This report presents the plan for 2022/23 for approval by the Committee. | | Carolyn Martlew, Interim Group Head of Finance & Section 151 Officer carolin.martlew@arun.gov.uk | Interim Group Head of Finance & Section 151 Officer (Carolyn Martlew) |

Audit & Governance Committee 28 Jul 2022

| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
|--|--|----------------------|---|---|
| Annual Internal Audit Charter 2022/23 | Each year Internal Audit is required to present an annual internal audit charter for the following financial year, for agreement by the Audit & Governance Committee. The Internal Audit Charter establishes the terms of reference for the Internal Audit service and outlines how the service will be delivered and developed. | | Carolin Martlew, Interim Group Head of Finance & Section 151 Officer carolin.martlew@arun.gov.uk | Interim Group Head of Finance & Section 151 Officer (Carolin Martlew) |

Audit & Governance Committee 28 Jul 2022

| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
|---|--|----------------------|--|---|
| Internal Audit - Annual Report & Opinion 2021/22 | <p>The annual opinion on the overall adequacy and effectiveness of the organisation's framework of governance, risk management and control is a requirement of the Public Sector Internal Audit Standards (PSIAS). It is an important source of assurance that supports a local government body's Annual Governance Statement.</p> <p>This report summarises the activities of the Council's Internal Audit service for 2021/22.</p> | | Stephen Pearse, Internal Audit Manager stephen.pearse@arun.gov.uk | Interim Group Head of Finance & Section 151 Officer (Carolin Martlew) |

Audit & Governance Committee 28 Jul 2022

Full Council 14 Sep 2022

| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
|--|--|----------------------|---|--|
| Treasury Management Annual Report 2021/22 | <p>The purpose of this report is to present the Council's Treasury Management activities for the year 2021/22 and to enable the Audit and Governance Committee to scrutinise the report prior to making comment to Full Council.</p> <p>During 2021/22, the Council complied with its legislative and regulatory requirements. Including confirmation that the authorised limit was not breached.</p> <p>The actual prudential and treasury indicators are to be found in the body of this report and in appendix 1.</p> <p>The financial year 2021/22 continued the</p> | | Sian Southerton, Senior Accountant sian.southerton@arun.gov.uk | Interim Group Head of Finance & Section 151 Officer (Carolyn Martlew) Interim Group Head of Finance & Section 151 Officer (Carolyn Martlew) |

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| | challenging investment environment of previous years, namely low investment returns. | | |
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| Audit & Governance Committee 28 Jul 2022 | | | | |
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| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Annual Governance Statement 2021/22 and Code of Corporate Governance | To present the draft Annual Governance Statement for 2021/22 to the Committee, supported by the local Code of Corporate Governance | | Stephen Pearse, Internal Audit Manager stephen.pearse@arun.gov.uk | Interim Group Head of Finance & Section 151 Officer (Carolin Martlew) |

| Audit & Governance Committee 28 Jul 2022 | | | | |
|---|----------------|----------------------|--|---|
| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Response to Ernst & Young on Annual Assurance Letter Regarding Governance Arrangements | | | Stephen Pearse, Internal Audit Manager stephen.pearse@arun.gov.uk | Interim Group Head of Finance & Section 151 Officer (Carolin Martlew) |

| Audit & Governance Committee 28 Jul 2022 | | | | |
|--|----------------|----------------------|---|---|
| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Audit Planning Report | | | Helen Burt, Committee Services Officer helen.burt@arun.gov.uk Tel: 01903 737614 | Interim Group Head of Finance & Section 151 Officer (Carolin Martlew) |

| Audit & Governance Committee 28 Jul 2022 | | | | |
|---|--|----------------------|---|---|
| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Annual Audit Letter for the Year Ended 31 March 2021 | The Annual Audit Letter for the year ended 31 March 2021 is attached to this report. The Annual Audit letter is produced by the Council's external Auditors Ernst & Young LLP (EY) and forms part of the regulatory framework. The Annual Audit letter brings the 2020/21 audit to a conclusion. | | Carolin Martlew, Interim Group Head of Finance & Section 151 Officer carolin.martlew@arun.gov.uk | Interim Group Head of Finance & Section 151 Officer (Carolin Martlew) |

Decisions Anticipated for September 2022

Policy and Finance Committee 6 Sep 2022

| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
|--|----------------|----------------------|---|-----------------|
| Budget Outturn Report - 2020/21 | | | Carolin Martlew, Interim Group Head of Finance & Section 151 Officer carolin.martlew@arun.gov.uk | Chief Executive |

Policy and Finance Committee 6 Sep 2022

| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
|---------------------------------|----------------|----------------------|---|-----------------|
| Budget Monitoring Report | | | Carolin Martlew, Interim Group Head of Finance & Section 151 Officer carolin.martlew@arun.gov.uk | Chief Executive |

Policy and Finance Committee 6 Sep 2022

| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
|---------------------------------------|----------------|----------------------|---|---|
| Littlehampton Seafront Project | Update report | | Rachel Alderson, Principal Landscape Officer rachel.alderson@arun.gov.uk | Director of Environment & Communities (Philippa Dart) |

| Policy and Finance Committee 6 Sep 2022 | | | | |
|--|----------------|----------------------|---|-----------------|
| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Council Vision - Quarter 1 Performance Report | | | Jackie Follis, Group Head of Organisational Excellence jackie.follis@arun.gov.uk | Chief Executive |

| Policy and Finance Committee 6 Sep 2022 | | | | |
|--|--|----------------------|---|--|
| Full Council 14 Sep 2022 | | | | |
| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Items Put Forward from Service Committees - A Response to the National Highways A27 Arundel | Further consultation and development of Consent Order - Supplementary Estimate | | Jane Fulton, Committee Services Manager, Karl Roberts, Director of Growth jane.fulton@arun.gov.uk, karl.roberts@arun.gov.uk Tel: 01903 737611, | Director of Growth (Karl Roberts) Director of Growth (Karl Roberts) |

| Licensing Committee 9 Sep 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 Growth (Karl Roberts) |

| Planning Policy Committee 21 Sep 2022 | | | | |
|---|---|----------------------|---|-----------------------------------|
| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Arun Housing Market Absorption Study | This report provides the Committee with the outputs of the Arun Housing Market Absorption Study which looks into the ability of the local housing market in Arun to deliver the required quantum of housing compared to the planned housing requirement housing trajectory. | | Kevin Owen, Planning Policy Team Leader kevin.owen@arun.gov.uk | Director of Growth (Karl Roberts) |

Planning Policy Committee 21 Sep 2022

| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
|--|---|----------------------|---|-----------------------------------|
| Arun Transport Apportionment Methodology Update | This report briefs members on the Arun Transport Apportionment Methodology Update which includes revised scheme costs for the A29 realignment received from West Sussex County Council and consequent apportionment for developer contributions from Barnham Eastergate/Westegate; West of Bersted; Ford, and Fontwell Strategic Allocations. | | Kevin Owen, Planning Policy Team Leader kevin.owen@arun.gov.uk | Director of Growth (Karl Roberts) |

Planning Policy Committee 21 Sep 2022

| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
|---|---|----------------------|--|-----------------------------------|
| A response to the National Highways A27 Arundel further consultation | National Highways undertook a Statutory Consultation exercise from January to March 2022; since then, and in response to that consultation, a small | | Roger Spencer, Engineering Services Manager Roger.Spencer@arun.gov.uk | Director of Growth (Karl Roberts) |

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| | number of features of the scheme have been revised. This leads National Highways to invite views on these revisions. This report seeks to agree and authorise a response on behalf of the Council. | | | |
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| Planning Policy Committee 21 Sep 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 Growth (Karl Roberts) |

| Environment Committee 22 Sep 2022 | | | | |
|--|----------------|----------------------|---|---------------|
| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Bersted Brooks Country Park project | | | Helen Burt, Committee Services Officer helen.burt@arun.gov.uk Tel: 01903 737614 | |

| Economy Committee 27 Sep 2022 | | | | |
|---|---|--|--|-----------------------------------|
| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Disposal of London Road Car and Lorry Park, Bognor Regis | This report sets out the revised expressions of interest / offers received for the above Council site following the second and final round of bidding taking forward the options agreed by the Economy Committee on 29th March 2022. Further authority is sought to proceed with the disposal of this site in accordance with the recommendations of this report. | <ul style="list-style-type: none"> Decision of Economic Committee in July 2021 Update report to Economic Committee October 2021 Decision of Economy Committee 29 March 2022 | Nat Slade, Group Head of Technical Services nat.slade@arun.gov.uk | Director of Growth (Karl Roberts) |

| Economy Committee 27 Sep 2022 | | | | |
|--|----------------|----------------------|--|-----------------------------------|
| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Promotion Agreement in relation to Council land at Meadview Nursery, Lyminster, Littlehampton | | | Paul Broggi, Property and Estates Manager paul.broggi@arun.gov.uk | Director of Growth (Karl Roberts) |

| Economy Committee 27 Sep 2022 | | | | |
|---|----------------|----------------------|--|-----------------------------------|
| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Bognor Regis Business Improvement District Term 2 Ballot | | | Denise Vine, Group Head of Business & Economy denise.vine@arun.gov.uk | Director of Growth (Karl Roberts) |

| Economy Committee 27 Sep 2022 | | | | |
|-------------------------------|----------------|----------------------|--|-----------------------------------|
| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Fort Road | | | Paul Broggi, Property and Estates Manager paul.broggi@arun.gov.uk | Director of Growth (Karl Roberts) |

| Economy Committee 27 Sep 2022 | | | | |
|--------------------------------|----------------|----------------------|--|-----------------------------------|
| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Ferring Car Park Review | | | Paul Broggi, Property and Estates Manager paul.broggi@arun.gov.uk | Director of Growth (Karl Roberts) |

| Economy Committee 27 Sep 2022 | | | | |
|-------------------------------------|----------------|----------------------|--|-----------------------------------|
| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Property Investment Strategy | | | Paul Broggi, Property and Estates Manager paul.broggi@arun.gov.uk | Director of Growth (Karl Roberts) |

| Economy Committee 27 Sep 2022 | | | | |
|-------------------------------|----------------|----------------------|--|-----------------------------------|
| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Fitzleat MSCP Review | | | Paul Broggi, Property and Estates Manager paul.broggi@arun.gov.uk | Director of Growth (Karl Roberts) |

| Economy Committee 27 Sep 2022 | | | | |
|--------------------------------------|----------------|----------------------|--|-----------------------------------|
| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Fitzleat MSCP Resurfacing | | | Paul Broggi, Property and Estates Manager paul.broggi@arun.gov.uk | Director of Growth (Karl Roberts) |

| Economy Committee 27 Sep 2022 | | | | |
|--------------------------------------|----------------|----------------------|--|-----------------------------------|
| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Bognor Regis Arcade | | | Paul Broggi, Property and Estates Manager paul.broggi@arun.gov.uk | Director of Growth (Karl Roberts) |

| Audit & Governance Committee 29 Sep 2022 | | | | |
|---|----------------|----------------------|---|---|
| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Progress Against The Audit Plan | | | Helen Burt, Committee Services Officer helen.burt@arun.gov.uk Tel: 01903 737614 | Interim Group Head of Finance & Section 151 Officer (Carolin Martlew) |

Audit & Governance Committee 29 Sep 2022**Full Council 9 Nov 2022**

| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
|---|---|----------------------|---|--|
| TREASURY MANAGEMENT STRATEGY & ANNUAL REPORT 2022/23 | To report on the Treasury Management annual activities for 2022/23 and to enable the Audit and Governance Committee to scrutinise the report prior to making comment to Full Council. | | Sian Southerton, Senior Accountant sian.southerton@arun.gov.uk | Chief Executive Chief Executive |

Decisions Anticipated for October 2022**Policy and Finance Committee 20 Oct 2022**

| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
|---------------------------------------|-----------------------|----------------------|---|---|
| Littlehampton Seafront Project | Project Update Report | | Rachel Alderson, Principal Landscape Officer rachel.alderson@arun.gov.uk | Director of Environment & Communities (Philippa Dart) |

| Policy and Finance Committee 20 Oct 2022 | | | | |
|---|----------------|----------------------|---|---|
| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Update on the council's scope 1, 2 and 3 emissions for 2021 - 2022 | | | William Page, Climate Change and Sustainability Manager william.page@arun.gov.uk | Director of Environment & Communities (Philippa Dart) |

| Policy and Finance Committee 20 Oct 2022 | | | | |
|--|----------------|----------------------|---|-----------------|
| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Annual Performance Plan | | | Jackie Follis, Group Head of Organisational Excellence jackie.follis@arun.gov.uk | Chief Executive |

| Policy and Finance Committee 20 Oct 2022 | | | | |
|---|----------------|----------------------|---|-----------------|
| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
| Financial Prospects 2022/23 to 2026/27 | | | Carolyn Martlew, Interim Group Head of Finance & Section 151 Officer carolin.martlew@arun.gov.uk | Chief Executive |

Policy and Finance Committee 20 Oct 2022

| Reference | Report Details | Background Documents | Lead Officer | Lead Director |
|---------------------------------------|----------------|----------------------|--|-----------------|
| Review of Procurement Strategy | | | Jane Fulton, Committee Services Manager, Carolin Martlew, Interim Group Head of Finance & Section 151 Officer jane.fulton@arun.gov.uk, carolin.martlew@arun.gov.uk Tel: 01903 737611, | Chief Executive |