



Committee Work Programme

VERSION 1

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

Maltravers Road

Littlehampton

West Sussex

BN17 5LF

www.arun.gov.uk

Published 26 October 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.

Anticipated Decisions for November 2022

Extraordinary Meeting of The Housing and Wellbeing Committee 3 Nov 2022

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Cost of Living	Council officers have been working with our local partners to scope and assess the risk and impact of cost of living pressures in Arun communities. The outcome of this partnership work is outlined in this report and includes information on work being delivered. The report also outlines proposals to help support local communities, families and residents in greatest need.		Georgina Bouette, Community Safety Manager georgina.bouette@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

Extraordinary Meeting of The Policy and Finance Committee 3 Nov 2022

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Recommendations from Service Committees - Housing & Wellbeing Committee - 6 November 2022	The Housing and Wellbeing Committee will consider a report 'Review of Housing Revenue Account and Improvement Plan' at its meeting on 6 December 2022. The Housing and Wellbeing Committee report contains a number of recommendations which have financial implications for the Council. Under the Council Constitution, the Housing and Wellbeing Committee resolutions are subject to Policy and Finance Committee and Full Council confirmation of finances being available. This report recommends that Policy and Finance Committee approve the finance subject to Full Council approval.		Carolyn Martlew, Interim Group Head of Finance & Section 151 Officer carolin.martlew@arun.gov.uk	Chief Executive

Full Council 9 Nov 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Lyminster and Crossbush Neighbourhood Plan - To Be Made	The examination into the Lyminster & Crossbush Neighbourhood Plan (NDP) has been successfully passed, and the examiner's report received. The NDP will be going to referendum on 11 October 2022 and following a successful return, is scheduled to be 'made' at Full council on 9 November 2022.		Karl Roberts, Director of Growth karl.roberts@arun.gov.uk	Director of Growth (Karl Roberts)

Full Council 9 Nov 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Appointment to the Post of Group Head of Finance (Section 151 Officer)	To seek approval from Full Council to appoint to the post of Group Head of Finance (Section 151 Officer) in accordance with the Council's Constitution. To extend the contract for the Interim Group		James Hassett, Chief Executive chief.executive@arun.gov.uk	Chief Executive

	Head of Finance for a further three months to cover the notice period of the successful candidate Note: This is a confidential (Exempt) Report			
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Corporate Support Committee 10 Nov 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Corporate Support Performance Report Quarter 2			Jackie Follis, Group Head of Organisational Excellence jackie.follis@arun.gov.uk	Chief Executive

Corporate Support Committee 10 Nov 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Arun District Council CCTV Strategy & Policy	Committee is asked to adopt a Strategy for use of CCTV systems and a policy setting out its arrangements for how those systems will be operated.		Nat Slade, Group Head of Technical Services nat.slade@arun.gov.uk	Director of Growth (Karl Roberts)

Environment Committee 17 Nov 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Bersted Brooks Country Park project			Joe Russell-Wells, Group Head of Environment & Climate Change joe.russell-wells@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

Environment Committee 17 Nov 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Environment Committee - Quarter 2 Performance Report	to receive feedback on the performance of performance indicators at Quarter 2 [July to September] that relate to this committee		Jackie Follis, Group Head of Organisational Excellence jackie.follis@arun.gov.uk	Chief Executive

Environment Committee 17 Nov 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
East Hants enforcement agreement	The report will provide an update on the current East Hants enforcement agreement and recommendations for how the agreement will operate in the future		Daniel Cox, Cleansing Operations Manager, Oliver Handson, Environmental Services & Strategy Manager, Greenspace & Emergency Planning daniel.cox@arun.gov.uk, oliver.handson@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

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Environment Committee 17 Nov 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Parking Services Review	<p>The Council's car parks are important assets for directly contributing to the delivering of the Council's Vision aims, and indirectly through generating revenue to support delivery of other Council services.</p> <p>This report sets out a proposal to commission a review of the Council's off-street parking services to make recommendations on how to obtain best value from these assets. The recommendations from the proposed review would be reported back to Environment</p>		<p>Nat Slade, Group Head of Technical Services nat.slade@arun.gov.uk</p>	<p>Director of Growth (Karl Roberts)</p>

	Committee.			
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Environment Committee 17 Nov 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Tree Planting Strategy update	The report provides an update for year one of the Council's adopted Tree Planting Strategy		Oliver Handson, Environmental Services & Strategy Manager, Greenspace & Emergency Planning oliver.handson@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

Environment Committee 17 Nov 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Approval of virement for additional costs relating to Combined Cleansing Services Contract	Due to rising national inflation and wage pressures within waste industry and collections sector, an agreed pay settlement between the Council's contractor Biffa and the GMB Union in August 2022 averted the threat of summer holiday strike action for waste services in Arun. The result is that a virement of inflation contingency budget is required for		Joe Russell-Wells, Group Head of Environment & Climate Change joe.russell-wells@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

	this financial year to meet the increased costs of the Combined Cleansing Services Contract.			
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Environment Committee 17 Nov 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Sunken Gardens Refurbishment, Bognor Regis	Tenders have been received for the delivery of the Sunken Gardens scheme which exceed the previously approved works sum of £230k set out in the heads of terms for contract award. Approval is sought to increase the value of the construction contract, within the approved £500k supplementary estimate.		Joe Russell-Wells, Group Head of Environment & Climate Change joe.russell-wells@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

Economy Committee 22 Nov 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Pier Road Consultation - Survey Results and Next Steps	This report will set out the results from the consultation regarding proposed changes to the layout of Pier Road and what options may be available to take the preferred changes forward		Denise Vine, Group Head of Business & Economy denise.vine@arun.gov.uk	Director of Growth (Karl Roberts)

Economy Committee 22 Nov 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Progress report on beach hut installation	The report will update on progress made on installing beach huts approved by Economy Committee, and on identifying suitable locations for further beach huts.	Agenda Pack for Economy Meeting held on 29 March 20 Minutes - Decision of Economy Committee 29 March 2022	Sam Horwill, Senior Estates Surveyor sam.horwill@arun.gov.uk	Director of Growth (Karl Roberts)

Economy Committee 22 Nov 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Economy Committee - Performance Report Quarter 2	To receive feedback on the performance of Quarter 2 Performance Indicators relevant to this Committee		Jackie Follis, Group Head of Organisational Excellence jackie.follis@arun.gov.uk	Chief Executive

Planning Policy Committee 24 Nov 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/Westgate; 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 24 Nov 2022

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Arun Infrastructure Funding Statement	<p>This report presents the third Arun Annual Infrastructure Funding Statement 2021/22 (IFS 21/22) which is a factual statement setting out receipts and spending on infrastructure using s.106 planning obligations and the Community infrastructure Levy for the previous year (i.e. 1st April 2021 – 31 March 2022). The report asks that Planning Policy Committee agree that this Statement is published on the ADC website in accordance with Regulation 121A of the Community Infrastructure Regulations 2010 (as amended).</p>		<p>Kevin Owen, Planning Policy Team Leader kevin.owen@arun.gov.uk</p>	<p>Director of Growth (Karl Roberts)</p>

Planning Policy Committee 24 Nov 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Local Plan Evidence Update - Biodiversity Net Gain Study			Kevin Owen, Planning Policy Team Leader kevin.owen@arun.gov.uk	Director of Growth (Karl Roberts)

Planning Policy Committee 24 Nov 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Littlehampton Economic Growth Area (LEGA)	<p>This report seeks to update the Committee on the progress of the LEGA Study which primarily proposes to suspend any such work on the West Bank elements on the basis that it might prove unnecessary and therefore not a good use of public money.</p> <p>The updated Study will proceed with the brief for the Riverside/Climping areas. Given that the rationale for undertaking the brief was to explore other delivery options, this</p>		Donna Moles, Principal Planning Officer donna.moles@arun.gov.uk	Director of Growth (Karl Roberts)

	study will examine the LEGA Strategic Allocation from the perspective of scope for enabling delivery to come forward more quickly and viably through looking at the site in context with surrounding land uses to see whether there is material evidence to suggest the configuration could be improved.			
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Planning Policy Committee 24 Nov 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Planning Policy Committee - Performance Report Quarter 2	To receive feedback on the performance of Quarter 2 performance indicators [July to September] for indicators relevant to this committee		Jackie Follis, Group Head of Organisational Excellence jackie.follis@arun.gov.uk	Chief Executive

Planning Policy Committee 24 Nov 2022

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Arundel Town Council Local Walking and Cycling Infrastructure Plan (LCWIP)	Arundel Town Council are preparing their LCWIP in accordance with national guidelines and at this stage are seeking Arun District Council's support in principle for the approach being taken. This will help the Town Council in its further work, to finalise the LCWIP and engage with West Sussex County Council (WSCC) to promote the schemes identified within the LCWIP programme managed by WSCC and potential future funding bids.		Kevin Owen, Planning Policy Team Leader kevin.owen@arun.gov.uk	Director of Growth (Karl Roberts)

Audit & Governance Committee 29 Nov 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Updated Corporate Risk Register 2022/23	The Council's Strategic Risk Register has been reviewed and revised to reflect changes since its last update in November 2021		Carolyn Martlew, Interim Group Head of Finance & Section 151 Officer carolin.martlew@arun.gov.uk	Chief Executive

Audit & Governance Committee 29 Nov 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Risk Management Framework	The Council's Risk Management Framework Statement has been reviewed and some minor changes made where required. Members are asked to review the document and approve the updated version.		Carolyn Martlew, Interim Group Head of Finance & Section 151 Officer carolin.martlew@arun.gov.uk	Chief Executive

Audit & Governance Committee 29 Nov 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Progress Against The Audit Plan	<p>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.</p> <p>The Committee is required to oversee the provision of an adequate and effective internal audit service.</p>		<p>Carolyn Martlew, Interim Group Head of Finance & Section 151 Officer carolin.martlew@arun.gov.uk</p>	Chief Executive

Audit & Governance Committee 29 Nov 2022				
Full Council 18 Jan 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Treasury Management - Interim Report 2022/23	To report on the Treasury Management activities for the year to date as at ended 30th September 2022 and updated to include		<p>Sian Southerton, Senior Accountant sian.southerton@arun.gov.uk</p>	<p>Chief Executive</p> <p>Chief Executive</p>

	more recent information. Also to enable the Audit and Governance Committee to scrutinise the report prior to making comment to Full Council.			
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Audit & Governance Committee 29 Nov 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Annual Review Of The Partnerships Register			Jackie Follis, Group Head of Organisational Excellence jackie.follis@arun.gov.uk	

Planning Committee 30 Nov 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Planning Committee - Performance Report Quarter 2			Group Head of Organisational Excellence	Director of Growth (Karl Roberts)

Planning Committee 30 Nov 2022

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Updated Compliance Strategy	<p>Officers presented a report to Members, at the 25 May 2022 Planning Committee, concerning proposed amendments to the Council's Compliance Strategy (Public Pack)Agenda Document for Planning Committee, 25/05/2022 14:00 (arun.gov.uk). Members resolved to defer the item pending the outcome of informal consultation with Town and Parish Councils. Printed minutes 25th-May-2022 14.00 Planning Committee.pdf (arun.gov.uk)</p> <p>A consultation exercise was undertaken on the 10 June 2022 when all of the Parish/Town Councils were asked to provide their views on the proposed changes to the Compliance Strategy. This report presents details of the</p>		<p>Juan Baeza, Planning Team Leader, Daniel Vick, Planning Team Leader juan.baeza@arun.gov.uk, daniel.vick@arun.gov.uk</p>	<p>Director of Growth (Karl Roberts)</p>

<p>responses to that consultation to be read alongside the previously deferred report. The report also presents officers responses to the issues raised. No substantive changes are proposed to the updated Compliance Strategy previously considered. The recommendations contained in the previously deferred report are carried forward in this report, with the exception of the recommendation to carry out informal consultation (which has now been completed) and work to amend the digital complaint form which is not seen to be necessary.</p>			
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Anticipated Decisions for December 2022

Housing and Wellbeing Committee 6 Dec 2022

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Housing & Wellbeing Committee - Performance Report Quarter 2	To receive feedback on performance indicators covering Quarter 2 [July to September]		Jackie Follis, Group Head of Organisational Excellence jackie.follis@arun.gov.uk	Chief Executive

Housing and Wellbeing Committee 6 Dec 2022

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Housing Revenue Account (HRA) Business Plan			Moh Hussein, Interim Group Head of Housing moh.hussein@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

Housing and Wellbeing Committee 6 Dec 2022

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Safer Arun Partnership Update			Georgina Bouette, Community Safety Manager, Robin Wickham, Group Head of Wellbeing & Communities georgina.bouette@arun.gov.uk, robin.wickham@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

Housing and Wellbeing Committee 6 Dec 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Community Wardens Update			Georgina Bouette, Community Safety Manager, Robin Wickham, Group Head of Wellbeing & Communities georgina.bouette@arun.gov.uk, robin.wickham@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

Housing and Wellbeing Committee 6 Dec 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
VAAC Presentation			Robin Wickham, Group Head of Wellbeing & Communities robin.wickham@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

Housing and Wellbeing Committee 6 Dec 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Housing Ombudsman Complaint Determinations	This report is to inform the number of Housing Ombudsman Complaints Maladministration cases received in the last two years and to note their		Moh Hussein, Interim Group Head of Housing moh.hussein@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

	<p>recommendations.</p> <p>This report is complying with the Housing & Wellbeing Committee information request which has the responsibility to monitor and consider Ombudsman investigation reports and other complaints made.</p> <p>As well as the Housing Ombudsman Code under good practice to show demonstration of learning in annual reports.</p>			
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Housing and Wellbeing Committee 6 Dec 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Housing Ombudsman Complaint Handling Code & Self-Assessment	The code was introduced as part of the new powers in the revised Housing Ombudsman Complaint Handling Code. The updated code takes effect from 1 April 2022 and landlords will have until		Moh Hussein, Interim Group Head of Housing moh.hussein@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

	<p>1 October 2022 to become compliant. Noncompliance could result in the Ombudsman issuing complaint failure orders.</p> <p>We will complete a self-assessment against the Housing Ombudsman's complaint handling code each year by 1 May 2022 and following any significant restructure or change in procedures. The outcome of the assessment will be reported to the relevant committee and will be published on our website and included in our annual report.</p> <p>This report is to be noted to ensure compliance.</p>			
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Licensing Committee 9 Dec 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Licensing Committee - Performance Report Quarter 2			Karl Roberts, Director of Growth karl.roberts@arun.gov.uk	Director of Growth (Karl Roberts)

Licensing Committee 9 Dec 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Licensing Fee Setting	The fees charged for licensing services that are not set nationally are reviewed and set each year by the Licensing Committee. This report provides information to be considered for the setting of fares for the period from 1st April 2023.		Nat Slade, Group Head of Technical Services nat.slade@arun.gov.uk	Director of Growth (Karl Roberts)

Licensing Committee 9 Dec 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Taxi Fare Setting			Sarah Meeten, Licensing Team Manager sarah.meeten@arun.gov.uk	Director of Growth (Karl Roberts)

Policy and Finance Committee 13 Dec 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Review of Procurement Strategy			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)

Policy and Finance Committee 13 Dec 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 13 Dec 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Council Vision - Quarter 2	This is the performance report for Quarter 2 of the Council's Vision		Jackie Follis, Group Head of Organisational Excellence jackie.follis@arun.gov.uk	Chief Executive

Policy and Finance Committee 13 Dec 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Budget Monitoring Report - Quarter 2			Carolyn Martlew, Interim Group Head of Finance & Section 151 Officer carolin.martlew@arun.gov.uk	Chief Executive

Policy and Finance Committee 13 Dec 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Policy & Finance - Performance Report Q2			Jackie Follis, Group Head of Organisational Excellence jackie.follis@arun.gov.uk	Chief Executive

Standards Committee 15 Dec 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Review of Social Media Guidance	This report will bring forward a revised Social Media Guidance document for Councillors that updates the existing document in order to bring it up-to-date with current social media trends and updated LGA Guidance.		Daniel Bainbridge, Group Head of Law and Governance & Monitoring Officer Daniel.Bainbridge@arun.gov.uk Tel: 01903 737607	Group Head of Law & Governance & Monitoring Officer (Daniel Bainbridge)

Standards Committee 15 Dec 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Member Learning & Development	This report updates the Committee on the member induction programme prepared by the Monitoring Officer and Committee Services Manager. The programme will be implemented following the May		Daniel Bainbridge, Group Head of Law and Governance & Monitoring Officer Daniel.Bainbridge@arun.gov.uk Tel: 01903 737607	Group Head of Law & Governance & Monitoring Officer (Daniel Bainbridge)

	2023 Local Elections and will cover the induction, learning and development for all Councillors across the full range of their responsibilities and committee memberships.			
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Standards Committee 15 Dec 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Monitoring Officer Report including monitoring the operation of the Code	This is a regular report to the Committee by the Monitoring Officer to give the Committee an overview of the work of the Monitoring Officer that falls within the scope of the functions for which the Committee is responsible.		Daniel Bainbridge, Group Head of Law and Governance & Monitoring Officer Daniel.Bainbridge@arun.gov.uk Tel: 01903 737607	Group Head of Law & Governance & Monitoring Officer (Daniel Bainbridge)

Standards Committee 15 Dec 2022

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Register of Assessments of Complaints Against Councillors (Public)	This report updates the Committee on the complaints against Councillors received since the Monitoring Officer's last report. The Committee is responsible for promoting and maintaining high standards of conduct by Members of the District and Town & Parish Councils, for monitoring the operation of the Code of Conduct, and for considering the outcome of investigations in the event of breaches of the Code of Conduct.		Daniel Bainbridge, Group Head of Law and Governance & Monitoring Officer Daniel.Bainbridge@arun.gov.uk Tel: 01903 737607	Group Head of Law & Governance & Monitoring Officer (Daniel Bainbridge)

Standards Committee 15 Dec 2022

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Register of Assessments of Complaints Against Councillors (Exempt)	This report updates the Committee on the complaints against Councillors received since the Monitoring Officer's last report. The Committee is responsible for promoting and maintaining high standards of conduct by Members of the District and Town & Parish Councils, for monitoring the operation of the Code of Conduct, and for considering the outcome of investigations in the event of breaches of the Code of Conduct.		Daniel Bainbridge, Group Head of Law and Governance & Monitoring Officer Daniel.Bainbridge@arun.gov.uk Tel: 01903 737607	Group Head of Law & Governance & Monitoring Officer (Daniel Bainbridge)

Standards Committee 15 Dec 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Review of Local Assessment Procedure	This report will bring forward a revised Local Assessment Procedure document for Councillors that updates the existing document in order to bring it up-to-date in light of lessons learned over the 12-month period since the Procedure was last reviewed, and which builds in any areas of best practice that benefit the process.		Daniel Bainbridge, Group Head of Law and Governance & Monitoring Officer Daniel.Bainbridge@arun.gov.uk Tel: 01903 737607	Group Head of Law & Governance & Monitoring Officer (Daniel Bainbridge)

Standards Committee 15 Dec 2022				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Review of Protocol for Member and Officer Relations	This report will bring forward a revised Protocol for Member and Officer Relations that brings up-to-date the document in		Daniel Bainbridge, Group Head of Law and Governance & Monitoring Officer Daniel.Bainbridge@arun.gov.uk Tel: 01903 737607	Group Head of Law & Governance & Monitoring Officer (Daniel Bainbridge)

	order that it is fit for purpose and ensures that both Members and Officers understand their responsibilities, their relationships, where and how those intersect and how they work together in decision-making and day-to-day working.			
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Anticipated Decisions for January 2023

Corporate Support Committee 19 Jan 2023				
Full Council 15 Mar 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Pay Policy Statement 2022			Karen Pearce, HR Manager karen.pearce@arun.gov.uk	Group Head of Organisational Excellence (Jackie Follis) Group Head of Organisational Excellence (Jackie Follis)

Corporate Support Committee 19 Jan 2023

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Review of Unreasonable Behaviour Policy	<p>At the meeting of the Corporate Support Committee held on 18 January 2022, the Committee received, agreed and introduced an Unreasonable Behaviour Policy for the Council as the Council did not have such a Policy of this type in place.</p> <p>All policies should be regularly review, it is relevant to review how this Policy has worked over the last year since its introduction and whether any amendments need to be made to it.</p>		<p>Daniel Bainbridge, Group Head of Law and Governance & Monitoring Officer Daniel.Bainbridge@arun.gov.uk Tel: 01903 737607</p>	<p>Chief Executive</p>

Corporate Support Committee 19 Jan 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Committee Budget Report – Service specific – Budget 2023/24			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)

Corporate Support Committee 19 Jan 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Corporate Support Performance Report Quarter 3			Jackie Follis, Group Head of Organisational Excellence jackie.follis@arun.gov.uk	Chief Executive

Corporate Support Committee 19 Jan 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Committee Revenue and Capital Budgets 2022/23 - Corporate Support Committee	The purpose of the report is for the Committee to consider and recommend its revenue budget for inclusion in the 2023/24 revenue budget, which will be submitted to the Policy and Finance		Carolyn Martlew, Interim Group Head of Finance & Section 151 Officer carolin.martlew@arun.gov.uk	Chief Executive

<p>Committee on 9 February 2023. The Policy and Finance Committee will consider the overall revenue budget for 2023/24 so that it can make recommendations to a Special Meeting of the Council on 1 March 2023 on the budget to be set and level of Council Tax for the District for 2023/24. In addition, Committees must consider and recommend their draft capital budget for inclusion in the overall capital programme, which will be submitted to the Policy and Finance Committee on 9 February 2023. The Policy and Finance Committee will consider the overall capital programme to make a recommendation to a Special Meeting of the Council on 1 March 2023 on the overall capital programme to be set for 2023/24</p>			
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Housing and Wellbeing Committee 25 Jan 2023				
Full Council 1 Mar 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Council Tax Reduction Scheme			Andrew Dale, Revenues and Benefits Manager andrew.dale@arun.gov.uk	Interim Group Head of Finance & Section 151 Officer (Carolyn Martlew) Interim Group Head of Finance & Section 151 Officer (Carolyn Martlew)

Housing and Wellbeing Committee 25 Jan 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Artwork Project Update			Robin Wickham, Group Head of Wellbeing & Communities robin.wickham@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

Housing and Wellbeing Committee 25 Jan 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Arun Local Community Network Progress Report			Robin Wickham, Group Head of Wellbeing & Communities robin.wickham@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

Housing and Wellbeing Committee 25 Jan 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Sussex Police Precept			Georgina Bouette, Community Safety Manager, Robin Wickham, Group Head of Wellbeing & Communities georgina.bouette@arun.gov.uk, robin.wickham@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

Housing and Wellbeing Committee 25 Jan 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Arun Wellbeing Programme Update			Robin Wickham, Group Head of Wellbeing & Communities robin.wickham@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

Housing and Wellbeing Committee 25 Jan 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Housing & Wellbeing Committee - Performance Report Quarter 3	Covering Quarter 3 [October to December] performance indicators that report into this committee		Jane Fulton, Committee Services Manager jane.fulton@arun.gov.uk Tel: 01903 737611	Chief Executive

Housing and Wellbeing Committee 25 Jan 2023

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Committee Revenue and Capital Budgets 2023/24 - Housing & Wellbeing	<p>The purpose of the report is for this Committee to consider and recommend its revenue budget for inclusion in the 2023/24 revenue budget, which will be submitted to the Policy and Finance Committee on 9 February 2023. The Policy and Finance Committee will consider the overall revenue budget for 2023/24 so that it can make recommendations to a Special Meeting of the Council on 1 March 2023 on the budget to be set and level of Council Tax for the District for 2023/24. In addition, Committees must consider and recommend their draft capital budget for inclusion in the overall capital programme,</p>		<p>Carolyn Martlew, Interim Group Head of Finance & Section 151 Officer carolin.martlew@arun.gov.uk</p>	Chief Executive

	<p>which will be submitted to the Policy and Finance Committee on 9 February 2023. The Policy and Finance Committee will consider the overall capital programme to make a recommendation to a Special Meeting of the Council on 1 March 2023 on the overall capital programme to be set for 2023/24</p>			
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Planning Policy Committee 26 Jan 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Planning Policy Committee - Performance Report Quarter 3	To receive the Quarter 3 performance reports for indicators reporting into this committee		Jackie Follis, Group Head of Organisational Excellence jackie.follis@arun.gov.uk	Chief Executive

Planning Policy Committee 26 Jan 2023

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Committee Revenue and Capital Budgets 2023/24 - Planning Policy	<p>The purpose of the report is for this Committee to consider and recommend its revenue budget for inclusion in the 2023/24 revenue budget, which will be submitted to the Policy and Finance Committee on 9 February 2023. The Policy and Finance Committee will consider the overall revenue budget for 2023/24 so that it can make recommendations to a Special Meeting of the Council on 1 March 2023 on the budget to be set and level of Council Tax for the District for 2023/24. In addition, Committees must consider and recommend their draft capital budget for inclusion in the overall capital programme,</p>		<p>Carolyn Martlew, Interim Group Head of Finance & Section 151 Officer carolin.martlew@arun.gov.uk</p>	<p>Chief Executive</p>

	<p>which will be submitted to the Policy and Finance Committee on 9 February 2023. The Policy and Finance Committee will consider the overall capital programme to make a recommendation to a Special Meeting of the Council on 1 March 2023 on the overall capital programme to be set for 2023/24</p>			
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Planning Policy Committee 26 Jan 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Local Development Scheme update	Following the decision of Planning Policy Committee to agree the resumption of the Gypsy		Donna Moles, Principal Planning Officer donna.moles@arun.gov.uk	Director of Growth (Karl Roberts)

Planning Policy Committee 26 Jan 2023				
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 26 Jan 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Infrastructure Investment Plan (IIP)	This report presents an informal item on the Arun Infrastructure Investment Plan (a three-year programme 2022-2024) setting out the process and timetable for a 'light – touch' CIL evidence and project updates in 2023 that will inform		Kevin Owen, Planning Policy Team Leader kevin.owen@arun.gov.uk	Director of Growth (Karl Roberts)

	the next roll forward of the IIP three-year programme in 2024 and to establish whether there are any exceptional projects that need funding under delegated arrangements or a formal recommendation to Full Council for approval as an update to the IIP.			
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Planning Policy Committee 26 Jan 2023				
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 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		Karl Roberts, Director of Growth karl.roberts@arun.gov.uk	Director of Growth (Karl Roberts)

	Council.			
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Planning Policy Committee 26 Jan 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Housing Delivery Test Action Plan	<p>This report updates Members on the Arun Action Plan (originally published in November 2019 in response to the Housing Delivery Test) and progress on identified measures the Authority would consider to boost housing delivery/performance. The Action needs to be kept up to date and published annually until housing delivery demonstrates a 5-year housing land supply and meets the Housing Delivery Test thresholds. The Action Plan includes measures the authority is following in order to boost housing supply and delivery.</p>		<p>Kevin Owen, Planning Policy Team Leader kevin.owen@arun.gov.uk</p>	<p>Director of Growth (Karl Roberts)</p>

Environment Committee 31 Jan 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Environment Committee - Performance Report Quarter 3	To receive the Quarter 3 performance reports [October to December] for this committee		Jackie Follis, Group Head of Organisational Excellence jackie.follis@arun.gov.uk	Chief Executive

Environment Committee 31 Jan 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Parks / Greenspace Strategy			Oliver Handson, Environmental Services & Strategy Manager, Greenspace & Emergency Planning oliver.handson@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

Environment Committee 31 Jan 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Empty Property Strategy 2023 - 2028	The Council is committed to playing its full part in the national campaign to bring empty homes back into use and has had an Empty Homes Strategy for the past 10 years the latest one		Louise Crane, Principal Environmental Health Officer Housing louise.crane@arun.gov.uk	Director of Growth (Karl Roberts)

	<p>being 2018-2023. The Strategy details the aims and objectives in tackling long term empty properties.</p> <p>The strategy has been updated and it details the positive work that has been achieved since 2018 and outlines a revised plan for the next five years to tackle empty homes across all tenures within the Arun district. The report therefore recommends the adoption of the revised Empty Homes Strategy 2023 – 2028 which is appended to the report.</p>			
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Environment Committee 31 Jan 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Committee Revenue and Capital Budgets 2023/2024	The purpose of the report is for this Committee to consider and recommend its revenue budget for inclusion in the 2023/24 revenue		Carolyn Martlew, Interim Group Head of Finance & Section 151 Officer carolin.martlew@arun.gov.uk	Chief Executive

<p>budget, which will be submitted to the Policy and Finance Committee on 9 February 2023. The Policy and Finance Committee will consider the overall revenue budget for 2023/24 so that it can make recommendations to a Special Meeting of the Council on 1 March 2023 on the budget to be set and level of Council Tax for the District for 2023/24. In addition, Committees must consider and recommend their draft capital budget for inclusion in the overall capital programme, which will be submitted to the Policy and Finance Committee on 9 February 2023. The Policy and Finance Committee will consider the overall capital programme to make a recommendation to a Special Meeting of the Council on 1 March 2023 on the</p>			
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	overall capital programme to be set for 2023/24.			
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Anticipated Decisions for February 2023

Economy Committee 2 Feb 2023				
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)

Economy Committee 2 Feb 2023				
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		Nat Slade, Group Head of Technical Services nat.slade@arun.gov.uk	Director of Growth (Karl Roberts)

	<p>and to conclude disposal of the land.</p> <p>This report seeks to set out the terms of the promotion agreement that have been negotiated for Committee's consideration and approval.</p>			
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Economy Committee 2 Feb 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Committee Revenue and Capital Budgets 2023/24 - Economy Committee	The purpose of the report is for this Committee to consider and recommend its revenue budget for inclusion in the 2023/24 revenue budget, which will be submitted to the Policy and Finance Committee on 9 February 2023. The Policy and Finance Committee will consider the overall revenue budget for 2023/24 so that it can make recommendations to a		Carolyn Martlew, Interim Group Head of Finance & Section 151 Officer carolin.martlew@arun.gov.uk	Chief Executive

	<p>Special Meeting of the Council on 1 March 2023 on the budget to be set and level of Council Tax for the District for 2023/24. In addition, Committees must consider and recommend their draft capital budget for inclusion in the overall capital programme, which will be submitted to the Policy and Finance Committee on 9 February 2023. The Policy and Finance Committee will consider the overall capital programme to make a recommendation to a Special Meeting of the Council on 1 March 2023 on the overall capital programme to be set for 2023/24</p>			
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Economy Committee 2 Feb 2023

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Tourism Hospitality & Visitor Economy Study	<p>1.1. A Tourism Hospitality & Visitor Economy Study has been prepared with the objective of providing a review of the provision of tourism infrastructure across the Arun District planning area alongside an assessment of future demand. The study also identifies how the sector might grow, together with the spatial implications of this growth, to support emerging planning policy in the new Local Plan.</p> <p>1.2. Whilst this study was originally commissioned for planning purposes, and it has already been endorsed by the Planning Policy Committee, its outputs are far-reaching and directly impact on the</p>		Denise Vine, Group Head of Business & Economy denise.vine@arun.gov.uk	Director of Growth (Karl Roberts)

	<p>work of the Economy Team.</p> <p>1.3. This committee report provides a summary of the study and identifies the recommendations that are relevant to the economy team. It also advises members of the next steps for the implementation of those recommendations, and asks for these to be supported.</p>			
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Planning Committee 8 Feb 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Appeals Performance & Costs 2022	The report will outline the Council's performance at appeal during 2022 and outlines the costs associated with those appeals.		Neil Crowther, Group Head of Planning & CPO neil.crowther@arun.gov.uk	Director of Growth (Karl Roberts)

Planning Committee 8 Feb 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Planning Committee - Performance Report Quarter 3			Karl Roberts, Director of Growth karl.roberts@arun.gov.uk	Director of Growth (Karl Roberts)

Policy and Finance Committee 9 Feb 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Policy & Finance Committee - Performance Reporting Quarter 3	To receive the Quarter 3 performance report covering October to December 2022]		Jackie Follis, Group Head of Organisational Excellence jackie.follis@arun.gov.uk	Chief Executive

Policy and Finance Committee 9 Feb 2023				
Full Council 1 Mar 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
The Council's Revenue and Capital Budget 2023/24			Carolyn Martlew, Interim Group Head of Finance & Section 151 Officer carolin.martlew@arun.gov.uk	Chief Executive Chief Executive

Policy and Finance Committee 9 Feb 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Committee Revenue and Capital Budgets 2023/24			Carolyn Martlew, Interim Group Head of Finance & Section 151 Officer carolin.martlew@arun.gov.uk	Chief Executive

Policy and Finance Committee 9 Feb 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Budget Monitoring Report - Quarter 3			Carolyn Martlew, Interim Group Head of Finance & Section 151 Officer carolin.martlew@arun.gov.uk	Chief Executive

Standards Committee 23 Feb 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Monitoring Officer Report including monitoring the operation of the Code	This is a regular report to the Committee by the Monitoring Officer to give the Committee an overview of the work of the Monitoring Officer that falls within the scope of the functions for which the Committee is responsible.		Daniel Bainbridge, Group Head of Law and Governance & Monitoring Officer Daniel.Bainbridge@arun.gov.uk Tel: 01903 737607	Group Head of Law & Governance & Monitoring Officer (Daniel Bainbridge)

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Standards Committee 23 Feb 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Member Learning & Development			Daniel Bainbridge, Group Head of Law and Governance & Monitoring Officer Daniel.Bainbridge@arun.gov.uk Tel: 01903 737607	Group Head of Law & Governance & Monitoring Officer (Daniel Bainbridge)

Standards Committee 23 Feb 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Register of Assessments of Complaints Against Councillors (Public)	This report updates the Committee on the complaints against Councillors received since the Monitoring Officer's last report. The Committee is responsible for promoting and maintaining high standards of conduct by Members of the District and Town & Parish Councils, for monitoring the operation of the Code of Conduct, and for considering the		Daniel Bainbridge, Group Head of Law and Governance & Monitoring Officer Daniel.Bainbridge@arun.gov.uk Tel: 01903 737607	Group Head of Law & Governance & Monitoring Officer (Daniel Bainbridge)

	outcome of investigations in the event of breaches of the Code of Conduct.			
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Standards Committee 23 Feb 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Register of Assessments of Complaints Against Councillors (Exempt)	This report updates the Committee on the complaints against Councillors received since the Monitoring Officer's last report. The Committee is responsible for promoting and maintaining high standards of conduct by Members of the District and Town & Parish Councils, for monitoring the operation of the Code of Conduct, and for considering the outcome of investigations in the event of breaches of the Code of Conduct.		Daniel Bainbridge, Group Head of Law and Governance & Monitoring Officer Daniel.Bainbridge@arun.gov.uk Tel: 01903 737607	Group Head of Law & Governance & Monitoring Officer (Daniel Bainbridge)

Audit & Governance Committee 28 Feb 2023				
Full Council 15 Mar 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
TREASURY MANAGEMENT STRATEGY & ANNUAL INVESTMENT STRATEGY 2023/24	The purpose of this report is to present the Treasury Management Strategy Statement and Annual Investment Strategy 2023/2024 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	Interim Group Head of Finance & Section 151 Officer (Carolyn Martlew) Interim Group Head of Finance & Section 151 Officer (Carolyn Martlew)

Audit & Governance Committee 28 Feb 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Progress Update on Housing Tenancy Fraud			Johanne Batty, Neighbourhood Services Manager johanne.batty@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

Audit & Governance Committee 28 Feb 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Progress Against the Internal 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.		Carolyn Martlew, Interim Group Head of Finance & Section 151 Officer carolin.martlew@arun.gov.uk	Chief Executive

Audit & Governance Committee 28 Feb 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Annual Internal Audit Charter 2023/24	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		Carolyn Martlew, Interim Group Head of Finance & Section 151 Officer carolin.martlew@arun.gov.uk	Chief Executive

	establishes the terms of reference for the Internal Audit service and outlines how the service will be delivered and developed.			
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Audit & Governance Committee 28 Feb 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Annual Internal Audit Plan 2023/24	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 2023/24 for approval by the Committee		Carolyn Martlew, Interim Group Head of Finance & Section 151 Officer carolin.martlew@arun.gov.uk	Chief Executive

Audit & Governance Committee 28 Feb 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Audit Results Report	Report is prepared and presented by Ernst and Young LLP		Carolyn Martlew, Interim Group Head of Finance & Section 151 Officer carolin.martlew@arun.gov.uk	Chief Executive

Audit & Governance Committee 28 Feb 2023

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Approval of Accounting Policies 2022/23	The report allows the Audit and Governance Committee to consider and approve the accounting policies that will be applied to the Statement of Accounts 2022/23 for approval by the Committee. At the time of writing this report the deadline for completion of the draft accounts is 31 July 2023 and approval of the final audited accounts 30 September 2023. Members will be updated if there are any changes to these dates.		Carolyn Martlew, Interim Group Head of Finance & Section 151 Officer carolin.martlew@arun.gov.uk	Chief Executive

Audit & Governance Committee 28 Feb 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Final Annual Governance Statement 2021/22	To present the final Annual Governance Statement for 2021/22 to the Committee for approval.		Carolin Martlew, Interim Group Head of Finance & Section 151 Officer carolin.martlew@arun.gov.uk	Chief Executive

Audit & Governance Committee 28 Feb 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Annual Statement of Accounts 2021/22 and Letter of Representation	This report provides information about the audit of the Council's 2021/22 Statement of Accounts (accounts) and recommends the approval of the 2021/22 accounts and the Letter of Representation on behalf of the Council.		Carolin Martlew, Interim Group Head of Finance & Section 151 Officer carolin.martlew@arun.gov.uk	Chief Executive

Anticipated Decisions for March 2023

Policy and Finance Committee 7 Mar 2023

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Climate Change and Sustainability Action Plan	Update report		William Page, Climate Change and Sustainability Manager william.page@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

Policy and Finance Committee 7 Mar 2023

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Council Vision - Quarter 3 Performance Report			Jackie Follis, Group Head of Organisational Excellence jackie.follis@arun.gov.uk	Chief Executive

Licensing Committee 10 Mar 2023

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Taxi policy revision and Hackney Carriage Byelaws	The Directorate has an existing policy which was adopted in 2017. Revision of the existing policy is now due. Revision is required to ensure that		Nat Slade, Group Head of Technical Services nat.slade@arun.gov.uk	Director of Growth (Karl Roberts)

	the service is delivered in accordance with updated government statutory and non-statutory guidance. It is good practice that policies are reviewed periodically, and that this policy should be reviewed at least every five years. The relevant byelaws require amending and updating in line with proposals.			
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Licensing Committee 10 Mar 2023				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Licensing Committee - Performance Report Quarter 3			Karl Roberts, Director of Growth karl.roberts@arun.gov.uk	Director of Growth (Karl Roberts)