



Committee Work Programme

February 2024

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

Maltravers Road

Littlehampton

West Sussex

BN17 5LF

www.arun.gov.uk

Published 31 January 2024

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.

February 2024

Economy Committee 1 Feb 2024

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Q2 Performance Report for the Key Performance Indicators (KPI's) which form part of the Council's Vision 2022-2026.	This report gives the Q2 Performance of the Key Performance Indicators which form part of the Council's Vision 2022-2026.		Jackie Follis, Group Head of Organisational Excellence jackie.follis@arun.gov.uk	Chief Executive

Economy Committee 1 Feb 2024

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Waterloo Square Options - Update	An update on the resolution of Minute 66 from the meeting of the Economy Committee held on 13 June 2023		Sam Horwill, Property and Estates Manager sam.horwill@arun.gov.uk	Director of Growth (Karl Roberts)

Economy Committee 1 Feb 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Littlehampton Town Centre Improvements – Phase 1 (Terminus Road)	The report summaries the works completed and detail around programme, budget and lessons learnt.		Denise Vine, Group Head of Business & Economy denise.vine@arun.gov.uk	Director of Growth (Karl Roberts)

Economy Committee 1 Feb 2024				
Full Council 21 Feb 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Committee Revenue and Capital Budgets 2024/25 - Economy	The purpose of the report is for this Committee to consider and recommend its revenue budget for inclusion in the 2024/25 revenue budget, which will be submitted to the Policy and Finance Committee on 8 February 2024. The Policy and Finance Committee will consider the overall revenue budget for 2024/25 so that it can make		Antony Baden, Group Head of Finance and Section 151 Officer antony.baden@arun.gov.uk	Chief Executive Chief Executive

recommendations to a Special Meeting of the Council on 21 February 2024 on the budget to be set and level of Council Tax for the District for 2024/25.

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 8 February 2024. The Policy and Finance Committee will consider the overall capital programme to make a recommendation to a Special Meeting of the Council on 21 February 2024 on the overall capital programme to be set for 2024/25.

Economy Committee 1 Feb 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Approach to Public Consultation	To seek Members agreement to the approach to undertaking public consultation on matters within the remit of the Economy Committee.		Nat Slade, Group Head of Technical Services nat.slade@arun.gov.uk	Director of Growth (Karl Roberts)

Economy Committee 1 Feb 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Quarter 3 Budget Monitoring Report	The budget monitoring report sets out the Revenue and Capital budget forecast as at the end of December 2023.		Antony Baden, Group Head of Finance and Section 151 Officer antony.baden@arun.gov.uk	Chief Executive

Economy Committee 1 Feb 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Kiosk Lettings Strategy	To present to Members an option for a streamlined approach for		Sam Horwill, Property and Estates Manager sam.horwill@arun.gov.uk	Director of Growth (Karl Roberts)

	identifying, selecting, and appointing seasonal and mobile traders across the district			
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Policy and Finance Committee 8 Feb 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Council Scope 1, 2 and 3 emission updates for the 2022-2023 financial year	This report provides an update on the emissions (Scope 1, 2 and 3) of the Council for the 2022-2023 financial year. This is in line with the 2030 carbon neutral target and allows for the monitoring of emissions produced by the Council and its activities.		William Page, Climate Change and Sustainability Manager, Joe Russell-Wells, Group Head of Environment & Climate Change william.page@arun.gov.uk, joe.russell-wells@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

Policy and Finance Committee 8 Feb 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Arun Community Asset Fund - Consideration of Bids - Round 1	This report seeks Member agreement to the allocation of funds to specific projects in		Karl Roberts, Director of Growth karl.roberts@arun.gov.uk	Chief Executive

	accordance with the terms of the fund as set out in Appendix A of the report.			
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Policy and Finance Committee 8 Feb 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
The Regeneration of The Regis Centre, Bognor Regis - Levelling-Up Fund - Project Update	The Council's Regeneration Consultant will provide a verbal update to the Committee		Neil Taylor, Regeneration Officer Neil.Taylor@arun.gov.uk	Director of Growth (Karl Roberts)

Policy and Finance Committee 8 Feb 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Littlehampton Seafront Project	To receive a further update on the progression of this project.		Rachel Alderson, Principal Landscape Officer rachel.alderson@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

Policy and Finance Committee 8 Feb 2024

Full Council 21 Feb 2024

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Committee Revenue and Capital Budget 2024/25	The purpose of the report is for this Committee to consider and recommend its revenue budget for inclusion in the Council's 2024/25 revenue budget for 2024/25. These will be considered by this Committee later on this agenda. In addition, this Committee will consider the overall revenue and capital budgets for 2024/25 to make recommendations to the Special Meeting of the Council on 21 February 2024 on the General Fund budget to be set and level of Council Tax for the District for 2024/25.		Daniel Bainbridge, Group Head of Law and Governance & Monitoring Officer Daniel.Bainbridge@arun.gov.uk Tel: 01903 737607	Chief Executive Chief Executive

Policy and Finance Committee 8 Feb 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Q2 Performance Report for the Key Performance Indicators (KPI's) which form part of the Council's Vision 2022-2026.	This report gives the Q2 Performance of the Key Performance Indicators which form part of the Council's Vision 2022-2026.		Jackie Follis, Group Head of Organisational Excellence jackie.follis@arun.gov.uk	Chief Executive

Policy and Finance Committee 8 Feb 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
The Council's Revenue and Capital Budget 2024/25	<p>The purpose of the report is for this Committee to consider and recommend to the Special Council Meeting on 21 February 2024 the overall budget to be set, level of Council Tax for the District, Housing Revenue Account Budget and rent levels for 2024/25.</p> <p>In addition, the Policy and Finance Committee must consider the overall</p>		Antony Baden, Group Head of Finance and Section 151 Officer antony.baden@arun.gov.uk	Chief Executive

	capital programme (HRA and General Fund) to be set for 2024/25.			
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Policy and Finance Committee 8 Feb 2024				
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Reference	Report Details	Background Documents	Lead Officer	Lead Director
Budget Monitoring Report to 31 December 2023	The Budget Monitoring Report sets out the Capital, Housing Revenue and General Fund Revenue budget performance to the end of December 2023.		Antony Baden, Group Head of Finance and Section 151 Officer antony.baden@arun.gov.uk	Chief Executive

Planning Committee 14 Feb 2024				
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Reference	Report Details	Background Documents	Lead Officer	Lead Director
Q3 Performance Report for the Key Performance Indicators (KPI's) which form part of the Council's Vision 2022-2026.	This report gives the Q3 Performance of the Key Performance Indicators which form part of the Council's Vision 2022-2026.		Jackie Follis, Group Head of Organisational Excellence jackie.follis@arun.gov.uk	Chief Executive

Planning Committee 14 Feb 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Planning Appeals Performance and Costs	The report will outline the Council's performance at planning appeal during 2023 and outline the costs associated with those appeals.		Neil Crowther, Group Head of Planning & CPO neil.crowther@arun.gov.uk	Director of Growth (Karl Roberts)

Audit and Governance Committee 19 Feb 2024				
Full Council 13 Mar 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Review of the Members' Allowances Scheme	The Audit & Governance Committee is requested to consider the report of the Independent Remuneration Panel on its tenth review of the Members' Allowances Scheme, together with the financial appraisal set out in the Officer's report which should be read in conjunction with the Panel's report.	Review of the Members' Allowances Scheme	Daniel Bainbridge, Group Head of Law and Governance & Monitoring Officer Daniel.Bainbridge@arun.gov.uk Tel: 01903 737607	Director of Growth (Karl Roberts) Director of Growth (Karl Roberts)

	The Committee is asked to make any recommendations in approving a new scheme to Full Council on 13 March 2024 for final adoption.			
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Audit and Governance Committee 19 Feb 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Internal Audit Charter 2024/25	The Internal Audit Charter is a formal document that defines the internal audit activity's purpose, authority and responsibility consistent with the Definition of Internal Auditing, the Code of Ethics and the Standards. The Public Sector Internal Audit Standards require the charter to be reviewed and approved annually.		Antony Baden, Group Head of Finance and Section 151 Officer antony.baden@arun.gov.uk	Chief Executive

Audit and Governance Committee 19 Feb 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Internal Audit Annual Plan 2024/25	<p>The Internal Audit Plan provides the mechanism through which the Chief Internal Auditor can ensure most appropriate use of internal audit resources to provide a clear statement of assurance on risk management, internal control and governance arrangements.</p> <p>This report presents the plan for 2024/25 for approval by the Committee.</p>		<p>Antony Baden, Group Head of Finance and Section 151 Officer antony.baden@arun.gov.uk</p>	Chief Executive

Audit and Governance Committee 19 Feb 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Internal Audit Progress Report December 2023	<p>The purpose of this report is to provide Members with an overview of internal audit activity against assurance work completed in</p>		<p>Antony Baden, Group Head of Finance and Section 151 Officer antony.baden@arun.gov.uk</p>	Chief Executive

	accordance with the approved audit plan and to provide an overview of the status of 'live' reports.			
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Audit and Governance Committee 19 Feb 2024
Full Council 13 Mar 2024

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Treasury Management Strategy & Annual Investment Strategy 2024/25	The purpose of this report is to present the Treasury Management Strategy Statement and Annual Investment Strategy 2024/2025 and to enable the Audit and Governance Committee to scrutinise the report prior to making recommendations to Full Council		Sian Southerton, Senior Accountant sian.southerton@arun.gov.uk	Chief Executive Chief Executive

Audit and Governance Committee 19 Feb 2024

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Corporate Risk Register update	The Corporate Risk Register is reviewed		Vicky Ashmore, Finance and Risk Manager	Chief Executive

	<p>and updated in line with the requirements of the Council's Risk Management Framework.</p> <p>Quarterly updates reflecting revisions are reported to the Audit and Governance Committee, this report highlights the changes since the last update.</p>		Vicky.Ashmore@arun.gov.uk	
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Audit and Governance Committee 19 Feb 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Annual Report 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 Investigatory Powers Act (RIPA) A report / update on any usage is provided to the Audit & Governance Committee annually		Daniel Bainbridge, Group Head of Law and Governance & Monitoring Officer Daniel.Bainbridge@arun.gov.uk Tel: 01903 737607	Director of Growth (Karl Roberts)

Full Council 21 Feb 2024

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Council Revenue and Capital Budgets 2024/25	The purpose of this report is for this Committee to consider and recommend to Full Council on 21 February 2024, the overall budget to be set, level of Council Tax for the District, Housing Revenue Account budget and rent levels for 2023/24. In addition, Committees must consider and recommend the overall capital programme (HRA and General Fund) to be set for 2024/25.		Antony Baden, Group Head of Finance and Section 151 Officer antony.baden@arun.gov.uk	Chief Executive

Licensing Committee 23 Feb 2024

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Taxi Fare Setting	The fares charged to customers using Hackney Carriages (Taxis) are reviewed and set each year by the Licensing		Chris Arm, Principal Licensing Officer chris.arm@arun.gov.uk	Director of Growth (Karl Roberts)

	<p>Committee. This report provides information to be considered for the setting of fares for the period of 1st April 2024 to 31st March 2025.</p>			
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Licensing Committee 23 Feb 2024				
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 2024.		Chris Arm, Principal Licensing Officer chris.arm@arun.gov.uk	Director of Growth (Karl Roberts)

Licensing Committee 23 Feb 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Q3 Performance Report for the Key Performance	This report gives the Q3 Performance of the Key Performance		Jackie Follis, Group Head of Organisational Excellence jackie.follis@arun.gov.uk	Chief Executive

Indicators (KPI's) which form part of the Council's Vision 2022-2026.	Indicators which form part of the Council's Vision 2022-2026.			
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March 2024

Planning Policy Committee 6 Mar 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Direction of Travel Document	This report updates the Committee on the preparation of a draft Direction of Travel document that will be used to undertake a Regulation 18 Issues and Options public consultation in Spring 2024 in order to inform the Local Plan Update 2023 - 2041.		Kevin Owen, Planning Policy Team Leader kevin.owen@arun.gov.uk	Director of Growth (Karl Roberts)

Policy and Finance Committee 7 Mar 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Revenue and Capital Outturn 2022 - 2023				

Policy and Finance Committee 7 Mar 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Climate Action Work Plan update	This report provides an update on projects within the Action Plan and an overview of the Council's Scope 1, 2 and 3 emissions for the 2022-2023 financial year. This is in line with the 2030 carbon neutral target.		William Page, Climate Change and Sustainability Manager, Joe Russell-Wells, Group Head of Environment & Climate Change william.page@arun.gov.uk, joe.russell-wells@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

Policy and Finance Committee 7 Mar 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Sundry Debts Write Off Policy	The sundry debts write off policy needs to be updated to ensure that the write off limits are applied consistently to		Antony Baden, Group Head of Finance and Section 151 Officer, Jane Fulton, Committee Services Manager antony.baden@arun.gov.uk,	Director of Environment & Communities (Philippa Dart)

	all sundry debts and that the delegations are also consistent with the requirements of the Constitution. It is also a requirement of the Council's Constitution that the policy is updated and subsequently approved by Policy & Finance committee.		jane.fulton@arun.gov.uk Tel: 01903 737611	
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Policy and Finance Committee 7 Mar 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Q3 Performance Report for the Key Performance Indicators (KPI's) which form part of the Council's Vision 2022-2026.	This report gives the Q3 Performance of the Key Performance Indicators which form part of the Council's Vision 2022-2026.		Jackie Follis, Group Head of Organisational Excellence jackie.follis@arun.gov.uk	Chief Executive

Full Council 13 Mar 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Calendar of Meetings for 2024/25	In accordance with Council Procedure Rule 3.1 of Part 5 -		Jane Fulton, Committee Services Manager jane.fulton@arun.gov.uk	Director of Growth (Karl Roberts)

	Rules of Procedure (Meetings) - Section 1 - Council Procedure Rules, the Council is asked to approve its Calendar of Meetings for 2024/25.		Tel: 01903 737611	
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Environment Committee 19 Mar 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Combined Cleansing Services Contract	The current contract expires on 31 January 2026. To procure a new contract within this timeframe, a committee decision is required to inform the strategic direction and scope of the new Combined Cleansing Services Contract		Oliver Handson, Environmental Services & Strategy Manager, Greenspace & Emergency Planning, Joe Russell-Wells, Group Head of Environment & Climate Change oliver.handson@arun.gov.uk, joe.russell-wells@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

Environment Committee 19 Mar 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Contaminated Land Strategy	Local Authorities have specific responsibilities for contaminated land under Part IIA of the		Neil Williamson, Environmental Health Team Manager Neil.Williamson@arun.gov.uk	Director of Growth (Karl Roberts)

	<p>Environmental Protection Act 1990 and include having a published contaminated land strategy.</p> <p>The current strategy has been reviewed, in consultation with key stakeholders, and is presented to committee for adoption.</p>			
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Environment Committee 19 Mar 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Bathing Water Quality	This report provides an update on the bathing water classification for Bognor Regis (Aldwick) and the actions of the Bathing Water Quality Partnership Group, established to drive the improvement of the bathing water quality and provide assurance and commitment across the partnership organisations.		Neil Williamson, Environmental Health Team Manager Neil.Williamson@arun.gov.uk	Director of Growth (Karl Roberts)

Standards Committee 27 Mar 2024				
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	Chief Executive

Standards Committee 27 Mar 2024				
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 Committee Services Manager and the Monitoring Officer. The programme has been implemented following the May 2023 local elections and covers the induction, learning and development for all		Daniel Bainbridge, Group Head of Law and Governance & Monitoring Officer Daniel.Bainbridge@arun.gov.uk Tel: 01903 737607	Chief Executive

	Councillors across the full range of their responsibilities and Committee memberships.			
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Standards Committee 27 Mar 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Register of Assessments of Complaints Against Councillors	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	Chief Executive

April 2024

Economy Committee 16 Apr 2024

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Arun / WSCC Growth Deal Refresh	The Arun Growth Deal (2018 -2023) with WSCC has been refreshed and updated to reflect current economic growth priorities and opportunities in Arun. This report is asking the Committee to approve the updated (2024 – 2029) version.		Denise Vine, Group Head of Business & Economy denise.vine@arun.gov.uk	Director of Environment & Communities (Philippa Dart), Director of Growth (Karl Roberts)

Economy Committee 16 Apr 2024

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Bognor Regis Arcade - Update	The Committee will receive an update on the progress of the Bognor Regis Arcade project.		Neil Taylor, Regeneration Officer Neil.Taylor@arun.gov.uk	Director of Growth (Karl Roberts)

Economy Committee 16 Apr 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Refurbishment of the former Brewers Fayre Put into a new Royal Hall	This report is pursuant to the report to the Economy Committee in June 2023 and presents a specification and budget costs to establish the feasibility of the restoration of the former Royal Hall function space. The Royal Hall closed in 1996 and the space was refitted into the Brewers Fayre pub.		Neil Taylor, Regeneration Officer Neil.Taylor@arun.gov.uk	Director of Growth (Karl Roberts)

Economy Committee 16 Apr 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
UK Shared Prosperity Fund - Report	Arun District Council was allocated £1.1m and is reporting to the Economy Committee on progress of the projects supported. This will be an annual report and measure budget performance and RAG status of all projects.		Matt Gover, Economic Regeneration Project Officer, Denise Vine, Group Head of Business & Economy matt.gover@arun.gov.uk, denise.vine@arun.gov.uk	Director of Growth (Karl Roberts)

Economy Committee 16 Apr 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Additional Beach Huts	To consider identified opportunities to introduce additional beach huts in the district.		Sam Horwill, Property and Estates Manager sam.horwill@arun.gov.uk	Director of Growth (Karl Roberts)

Economy Committee 16 Apr 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Fitzleat Multi-storey Car Park Option Update report	This report updates on investigations undertaken by officers on possible alternative ownership and maintenance approaches.		Sam Horwill, Property and Estates Manager sam.horwill@arun.gov.uk	Director of Growth (Karl Roberts)

Planning Policy Committee 18 Apr 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Barham/Eastergate/Westergate Infrastructure Development Plan	This report seeks the agreement of Committee to publish the		Kevin Owen, Planning Policy Team Leader, Amber Willard, Senior Planning Officer kevin.owen@arun.gov.uk,	Director of Growth (Karl Roberts)

(BEWIDP)	Barnham/Eastergate/W estergate Infrastructure Development Plan (BEWIDP) on the council's web site as material evidence identifying the infrastructure supporting the delivery development uplift within the BEW Strategic Allocation.		Amber.Willard@arun.gov.uk	
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Planning Policy Committee 18 Apr 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Consultation on Draft Conservation Area Character Appraisals for Bognor Regis: Hotham Park and Bognor Regis: Railway Station	To be able to fully preserve and enhance its Conservation Areas (CA), the council should prepare individual Conservation Area Character Appraisals that define what is worthy of protection or could be enhanced (this includes amending CA boundaries) for the purposes of assisting the determination of planning applications and evidence to inform plan making.		Neil Crowther, Group Head of Planning & CPO neil.crowther@arun.gov.uk	Director of Growth (Karl Roberts)

Planning Policy Committee 18 Apr 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Revised Drainage Water Resource Management Plan (DWMP) Consultations	This report will update the Committee on the further focused consultations on Southern Water's DWMP since the previous consultations; including two schemes that may directly and indirectly affect Arun residents (in particular Havant Thicket Reservoir and the Ford recycling scheme) and suggested responses to the proposals.	Water Resource Management Plan consultations Item 9 (26 Jan 2023)	Kevin Owen, Planning Policy Team Leader kevin.owen@arun.gov.uk	Director of Growth (Karl Roberts)

Planning Policy Committee 18 Apr 2024				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Arun Parish Housing Apportionment	The report seeks Committee agreement to update the Parish (indicative) Housing Apportionment - to meet the needs in Arun based on the Governments'		Kevin Owen, Planning Policy Team Leader kevin.owen@arun.gov.uk	Director of Growth (Karl Roberts)

Standard Housing methodology. This is in order to ensure that paragraph 14 of the National Planning Policy Framework (20 December 2023) is addressed in that provided Neighbourhood Development Plans are up to date (adopted within 5 years of a planning decision) and meet their identified needs, then the presumption (paragraph 11d) does not apply because of the likely adverse impacts are likely to outweigh the benefits.

Paragraph 68 of the new NPPF requires 'indicative' figures' for neighbourhood areas to be provided. It is essential that a Neighbourhood Plan makes provision for its identified housing requirement in order for it to be afforded weight under paragraph 14 of the NPPF.

Corporate Support Committee 30 Apr 2024

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Annual Report - Corporate Complaints	This report will provide members with an overview of the council's complaints management. It will cover the financial year 2023/24 and will include detailed statistics along with a breakdown of the responsible teams, as well as cases that were escalated to relevant Ombudsmen.		Daniel Bainbridge, Group Head of Law and Governance & Monitoring Officer, Lindsey Reeves, Information Governance Officer Daniel.Bainbridge@arun.gov.uk, lindsey.reeves@arun.gov.uk Tel: 01903 737607,	Director of Growth (Karl Roberts)