



Committee Work Programme

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

Maltravers Road

Littlehampton

West Sussex

BN17 5LF

www.arun.gov.uk

Published 02 January 2025

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.

January 2025

Planning Committee 15 Jan 2025

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Modernising Planning Committees – Proposed National Scheme of Delegation	<p>The Ministry of Housing, Communities and Local Government (MHCLG) initially indicated that the government wanted to create a national scheme of delegation for Planning Committee when it published the draft National Planning Policy Framework in July 2024. On 9 December, MHCLG published an undated working paper setting out some proposed options. The document seeks views on a number of questions but does not set out a formal consultation or consultation period. To date, Chief Planning Officers have not been sent a copy of this, so it is not entirely clear</p>		<p>Neil Crowther, Group Head of Planning & CPO neil.crowther@arun.gov.uk</p>	<p>Director of Growth (Karl Roberts)</p>

	who is being asked to respond to the questions posed.			
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Standards Committee 16 Jan 2025				
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	Director of Growth (Karl Roberts)

Standards Committee 16 Jan 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Member Learning & Development	This report updates the Standards Committee on the current position of Member learning and development.		Daniel Bainbridge, Group Head of Law and Governance & Monitoring Officer Daniel.Bainbridge@arun.gov.uk Tel: 01903 737607	Director of Growth (Karl Roberts)

Standards Committee 16 Jan 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Review of Members Code of Conduct	This report provides the Standards Committee with a brief overview of any previous review of the Members Code of Conduct and seeks the Committee's views as to whether another review is required.		Daniel Bainbridge, Group Head of Law and Governance & Monitoring Officer Daniel.Bainbridge@arun.gov.uk Tel: 01903 737607	Chief Executive

Standards Committee 16 Jan 2025				
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		Daniel Bainbridge, Group Head of Law and Governance & Monitoring Officer Daniel.Bainbridge@arun.gov.uk Tel: 01903 737607	Director of Growth (Karl Roberts)

	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.			
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Economy Committee 23 Jan 2025				
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Reference	Report Details	Background Documents	Lead Officer	Lead Director
Committee Revenue and Capital Budgets 2025/26	The purpose of the report is for the Committee to consider and recommend its 2025/26 revenue and capital budgets, which will be submitted to the Policy and Finance Committee on 13 February 2025. The Policy and Finance Committee will consider the Council's revenue budget and capital programme for 2025/26 so that it can make recommendations to a Special Meeting of the Council on 26 February 2025.		Antony Baden, Group Head of Finance and Section 151 Officer antony.baden@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

Economy Committee 23 Jan 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Update report on Bognor Regis Creative Vision	Arun were successful in gaining funding from the Arts Council, England for a new creative vision for Bognor Regis. The aim was to capitalise on the ongoing regeneration in the town. The committee approved the commissioning and drafting of the creative vision and FEI were appointed to lead on this project. Public and strategic partners have been met with to complete the final draft of the creative vision. Committee approval is sought for the draft creative vision.		Matt Gover, Economic Regeneration Project Officer, Nat Slade, Group Head of Technical Services matt.gover@arun.gov.uk, nat.slade@arun.gov.uk	Director of Growth (Karl Roberts)

Economy Committee 23 Jan 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Community Asset Transfer Policy	This report seeks Committee support for		Karl Roberts, Director of Growth karl.roberts@arun.gov.uk	Director of Growth (Karl Roberts)

	<p>the adoption of a policy document which provides a transparent and consistent approach to applications and the decision-making process governing the transfer of assets to community organisations (where applicable). To achieve this, the policy document requires that it be demonstrated how community asset transfer supports direct service delivery, the Council's Corporate Plan, its objectives and other corporate plans and policies.</p>			
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Planning Policy Committee 28 Jan 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Arun Authority Monitoring Report (AMR)	This report confirms the latest housing commitments (including 5-year housing land supply), employment and commercial data and progress on plan		Neil Crowther, Group Head of Planning & CPO neil.crowther@arun.gov.uk	Director of Growth (Karl Roberts)

	making set out in the Authority Monitoring Report 2023/24. The AMR assessment is updated and published each year.			
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Planning Policy Committee 28 Jan 2025

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Consultation on Draft Conservation Area Character Appraisals for Public Comment	<p>: It is the statutory duty of the Council to review its existing conservation areas from time to time and designate further areas as necessary. The district council has commenced the process of updating its existing historic built environment evidence base, focusing on the production of conservation area character appraisals.</p> <p>This report seeks approval to consult on draft conservation area character appraisals prepared for the following conservation areas:</p>		Neil Crowther, Group Head of Planning & CPO neil.crowther@arun.gov.uk	Director of Growth (Karl Roberts)

	<ul style="list-style-type: none"> • Bognor Regis: The Steyne and Waterloo Square • Bognor Regis: Aldwick Road • Arundel • Littlehampton: Sea Front 			
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Planning Policy Committee 28 Jan 2025

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Housing Economic Land Availability Assessment (HELAA)	This report updates the latest potential housing and employment land availability set out in the Housing Employment Land Availability Assessment (HELAA) report 2023/2024. The HELAA assessment is updated and published each year following a call for sites, for the purposes of establishing a potential supply of land availability for plan making purposes only (i.e. the HELAA is a high-level assessment of potential land supply		Neil Crowther, Group Head of Planning & CPO, Richard Sherman, GIS, Monitoring & Consultation Officer neil.crowther@arun.gov.uk, richard.sherman@arun.gov.uk	Director of Growth (Karl Roberts)

	for plan making, not for Development Management purposes). Since 2023 the call for sites has included inviting land availability for Gypsy & Travellers, biodiversity net gain and nature recovery, blue/green infrastructure (opens space and landscape/water bodies), renewable energy (solar/wind wave etc.).			
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Planning Policy Committee 28 Jan 2025				
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Reference	Report Details	Background Documents	Lead Officer	Lead Director
Arun Local Plan Update (2023 – 2041) – Appointment of Lead Consultant following an Open Tender process	This report updates the Committee on the outcome of the tender process to appoint a consultancy to lead on the preparation of a new Local Plan, with support from ADC's Planning Policy and Conservation Team. It seeks formal approval to award a contract to the successful bidder and will also seek		Neil Crowther, Group Head of Planning & CPO, Zac Ellwood, Interim Head of Development Management, Planning neil.crowther@arun.gov.uk, zac.ellwood@arun.gov.uk	Director of Growth (Karl Roberts)

	approval for the necessary budget, should the value of the winning bid be higher than the level of spend previously identified.			
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Planning Policy Committee 28 Jan 2025

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Deliverability of affordable housing through the s.106 process	<p>Arun, like most other councils in the country, is currently having to deal with huge issues around the delivery of affordable housing on sites as part of the requirements of section 106 agreements.</p> <p>We are getting an increasing number of developers coming to us because they have been unable to dispose of affordable units to Registered Providers (RP's). This because of recent changes to how RP's access grant funding.</p> <p>In the face of an increasing number of</p>		Neil Crowther, Group Head of Planning & CPO neil.crowther@arun.gov.uk	Director of Growth (Karl Roberts)

	<p>discussions and formal proposals to amend s106 agreements, the council are seeking to produce a framework document to be used in progressing these discussions and determining these applications on the basis that developers are getting no interest from RPs and are unable to dispose of these units to RP's. This framework will ensure that discussions can be progressed with a degree of certainty.</p>			
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Environment Committee 30 Jan 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
<p>Q3 Performance Report for the Key Performance Indicators (KPI's) which form part of the Council's Vision 2022-2026</p>	<p>This report gives the Q3 Performance of the Key Performance Indicators which form part of the Council's Vision 2022-2026 for the period 1 October 2024 to 31 December 2024.</p>		<p>Jackie Follis, Group Head of Organisational Excellence jackie.follis@arun.gov.uk</p>	<p>Director of Growth (Karl Roberts)</p>

Environment Committee 30 Jan 2025

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Greenspace Management Contract Extension/Retender Report	This report will provide members with a recommendation concerning whether to extend or retender the Council's Greenspace Management Contract		Oliver Handson, Environmental Services & Strategy Manager, Greenspace & Emergency Planning, James Jones-McFarland, Parks and Cemeteries Manager oliver.handson@arun.gov.uk, james.jonesmcfarland@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

February 2025**Housing and Wellbeing Committee 4 Feb 2025**

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Leisure Operating Contract Performance Report	This report will provide members of the Housing & Wellbeing Committee with an update in respect of the Council's Leisure Operating Contract over the past twelve months and will include a presentation from the Council's Leisure Operator Freedom		Oliver Handson, Environmental Services & Strategy Manager, Greenspace & Emergency Planning, Fraser Kidd, Community & Wellbeing Business Manager oliver.handson@arun.gov.uk, Fraser.Kidd@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

	Leisure.			
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Housing and Wellbeing Committee 4 Feb 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Committee Revenue, Capital, and Housing Revenue Account Budgets 2025/26	The purpose of the report is for the Committee to consider and recommend its Revenue, Capital, and Housing Revenue Account budgets for 2025/26, which will be submitted to the Policy and Finance Committee on 13 February 2025. The Policy and Finance Committee will consider the Council's revenue budget and capital programme for 2025/26 so that it can make recommendations to a Special Meeting of the Council on 26 February 2025.		Antony Baden, Group Head of Finance and Section 151 Officer antony.baden@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

Housing and Wellbeing Committee 4 Feb 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Budget Monitoring report to 31 December 2024	The budget monitoring report sets out the General Fund Revenue budget, Capital Programme and Housing Revenue Account budget performance and forecast for 2024/25 as at the end of Quarter 3.		Antony Baden, Group Head of Finance and Section 151 Officer antony.baden@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

Housing and Wellbeing Committee 4 Feb 2025				
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 for the period 1 October 2024 to 31 December 2024		Jackie Follis, Group Head of Organisational Excellence jackie.follis@arun.gov.uk	Director of Growth (Karl Roberts)

Housing and Wellbeing Committee 4 Feb 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
HRA Business Plan Update	To update members of the Housing and Wellbeing Committee on the Housing Revenue Account Business Plan		Richard Tomkinson, Group Head of Housing richard.tomkinson@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

Corporate Support Committee 6 Feb 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Corporate Complaints	Regular update on Corporate Complaints performance across the council. In line with Ombudsman guidance to ensure accountability and transparency to Members.		Lindsey Reeves, Information Governance Officer lindsey.reeves@arun.gov.uk	Director of Growth (Karl Roberts)

Corporate Support Committee 6 Feb 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Q3 Performance Report for the Key	This report gives the Q3 Performance of the		Jackie Follis, Group Head of Organisational Excellence	Director of Growth (Karl Roberts)

Performance Indicators (KPI's) which form part of the Council's Vision 2022-2026.	Key Performance Indicators which form part of the Council's Vision 2022-2026 for the period 1 October 2024 to 31 December 2024.		jackie.follis@arun.gov.uk	
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Corporate Support Committee 6 Feb 2025

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 for the period 1 July 2024 to 30 September 2024.		Jackie Follis, Group Head of Organisational Excellence jackie.follis@arun.gov.uk	Director of Growth (Karl Roberts)

Corporate Support Committee 6 Feb 2025

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Council Tax, Business Rates and Sundry Debt Write Offs to be approved by Committee – 2024/25 Quarter 1	The Council's constitution requires the approval of the Corporate Support Committee to write off certain irrecoverable Council Tax, Business		Antony Baden, Group Head of Finance and Section 151 Officer antony.baden@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

	Rates and Sundry Debts. This applies to amounts over £10,000 (Sundry Debts), £15,000 (Council Tax) and £30,000 (Business Rates).			
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Corporate Support Committee 6 Feb 2025
Full Council 26 Feb 2025

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Review of Polling District, Polling Places and Polling Stations	The Review of Polling Districts, Polling Places and Polling Stations (Parliamentary Elections) Regulations 2006 require the Council to conduct a formal review of its polling districts, places & stations. The 2023/24 review has been undertaken in two stages. Firstly, in preparation for the Police and Crime Commissioner election held on 2 May 2024; and secondly, using the feedback from this election as well as the snap general election		Daniel Bainbridge, Group Head of Law and Governance & Monitoring Officer, Lauren Fairs-Browning, Electoral Services Manager Daniel.Bainbridge@arun.gov.uk, lauren.fairs-browning@arun.gov.uk Tel: 01903 737607,	Chief Executive Chief Executive

	<p>on 4 July 2024 to inform the final stage of the review.</p> <p>This report sets out the findings of this review and seeks agreement to the polling districts and polling stations/places to be used for future elections.</p> <p>This report is being presented to the Corporate Support Committee for recommendation to Full Council, to comply with regulations.</p>			
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Corporate Support Committee 6 Feb 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Committee Revenue and Capital Budgets 2025/26	The purpose of the report is for the Committee to consider and recommend its 2025/26 revenue and capital budgets, which will be submitted to the Policy and Finance Committee on 13		Antony Baden, Group Head of Finance and Section 151 Officer antony.baden@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

	February 2025. The Policy and Finance Committee will consider the Council's revenue budget and capital programme for 2025/26 so that it can make recommendations to a Special Meeting of the Council on 26 February 2025.			
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Corporate Support Committee 6 Feb 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Budget Monitoring report to 31 December 2024	The budget monitoring report sets out the General Fund Revenue budget and Capital Programme budget performance and forecast for 2024/25 as at the end of Quarter 3.		Antony Baden, Group Head of Finance and Section 151 Officer antony.baden@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

Policy and Finance Committee 13 Feb 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Littlehampton Seafront Project	This report will provide a further update on the		Rachel Alderson, Principal Landscape Officer	Director of Environment & Communities (Philippa Dart)

	Littlehampton Seafront Scheme to the Committee		rachel.alderson@arun.gov.uk	
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Policy and Finance Committee 13 Feb 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Financial Prospects 2024/25 to 2028/29 - Update	<p>The report sets out the approved budget for 2024/25 and updates the medium-term budget forecasts for the period 2025/26 to 2029/30. It represents the latest view of the Council's financial position over a five-year period and is subject to confirmation of Government funding and other factors that may affect the Council's finances.</p> <p>The report describes the financial pressures facing the Council and sets out how it can fulfil its statutory obligation and set a balanced budget.</p>		<p>Antony Baden, Group Head of Finance and Section 151 Officer antony.baden@arun.gov.uk</p>	<p>Director of Environment & Communities (Philippa Dart)</p>

Policy and Finance Committee 13 Feb 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Committee Revenue and Capital Budgets 2025/26	The purpose of the report is for the Committee to consider and recommend its 2025/26 revenue and capital budgets, which will be submitted to the Policy and Finance Committee on 13 February 2025. The Policy and Finance Committee will consider the Council's revenue budget and capital programme for 2025/26 so that it can make recommendations to a Special Meeting of the Council on 26 February 2025.		Antony Baden, Group Head of Finance and Section 151 Officer antony.baden@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

Policy and Finance Committee 13 Feb 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Budget Monitoring Report to 31 December 2024	The budget monitoring report sets out the General Fund Revenue budget, Capital		Antony Baden, Group Head of Finance and Section 151 Officer antony.baden@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

	Programme and Housing Revenue Account budget performance and forecast for 2024/25 as at the end of Quarter 3.			
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Policy and Finance Committee 13 Feb 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Key Performance Indicators 2022-2026 - Quarter 2 Performance Report for the period 1 April to 30 September 2024	In order for the Committee to be updated with the Q2 Performance Outturn for the Key Performance indicators for the period 1 April to 30 September 2024.		Jackie Follis, Group Head of Organisational Excellence jackie.follis@arun.gov.uk	Director of Growth (Karl Roberts)

Policy and Finance Committee 13 Feb 2025				
Full Council 26 Feb 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
The Council's Revenue and Capital Budget 2025/26	The purpose of the report is for this Committee to consider and recommend to the Special Council Meeting on 26		Antony Baden, Group Head of Finance and Section 151 Officer antony.baden@arun.gov.uk	Director of Environment & Communities (Philippa Dart) Director of Environment & Communities (Philippa Dart)

	<p>February 2025 the overall budget to be set, level of Council Tax for the District, Housing Revenue Account Budget and rent levels for 2025/26. In addition, the Policy and Finance Committee must consider the overall capital programme (HRA and General Fund) to be set for 2025/26.</p>			
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Policy and Finance Committee 13 Feb 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
<p>Greater Brighton Economic Board</p>	<p>The purpose of the report will be to reflect on the benefits of Arun’s membership of the Greater Brighton Economic Board over the last 5 years having regard to the changing landscape of partnership arrangements both locally and nationally.</p>		<p>Karl Roberts, Director of Growth karl.roberts@arun.gov.uk</p>	<p>Director of Growth (Karl Roberts)</p>

Planning Committee 19 Feb 2025				
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 for the period 1 October 2024 to 31 December 2024.		Jackie Follis, Group Head of Organisational Excellence jackie.follis@arun.gov.uk	Director of Growth (Karl Roberts)

Planning Committee 19 Feb 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Appeals Performance and Cost for 2024	The report outlines the Council's performance at planning appeals during 2024 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)

Audit and Governance Committee 27 Feb 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Internal Audit	The purpose of this		Antony Baden, Group Head of	Chief Executive

Progress December 2024	report is to provide Members with an overview of internal audit activity against assurance work completed in accordance with the approved audit plan and to provide an overview of the status of 'live' reports.		Finance and Section 151 Officer antony.baden@arun.gov.uk	
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Audit and Governance Committee 27 Feb 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Internal Audit Charter 2025/26	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 27 Feb 2025

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 2025/26 for approval by the Committee.</p>		<p>Antony Baden, Group Head of Finance and Section 151 Officer antony.baden@arun.gov.uk</p>	<p>Chief Executive</p>

Audit and Governance Committee 27 Feb 2025

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Corporate Risk Register Update	<p>The Corporate Risk Register is reviewed and updated in line with the requirements of the Council's Risk Management</p>		<p>Vicky Ashmore, Finance and Risk Manager, Antony Baden, Group Head of Finance and Section 151 Officer Vicky.Ashmore@arun.gov.uk, antony.baden@arun.gov.uk</p>	<p>Director of Environment & Communities (Philippa Dart)</p>

	<p>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>			
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Audit and Governance Committee 27 Feb 2025				
Full Council 19 Mar 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Treasury Management Strategy & Annual Investment Strategy 2025/26	The purpose of this report is to present the Treasury Management Strategy Statement and Annual Investment Strategy 2025/2026 and to enable the Audit and Governance Committee to scrutinise the report prior to making comment to full Council		Antony Baden, Group Head of Finance and Section 151 Officer, Sian Southerton, Senior Accountant antony.baden@arun.gov.uk, sian.southerton@arun.gov.uk	Director of Environment & Communities (Philippa Dart), Director of Growth (Karl Roberts) Director of Environment & Communities (Philippa Dart), Director of Growth (Karl Roberts)

Licensing Committee 28 Feb 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Licensing Fees	This report sets out recommended fees for the licensing service for 2025-26 following a detailed review. The fees recommended are based on cost recovery		Neil Williamson, Environmental Health Team Manager Neil.Williamson@arun.gov.uk	Director of Growth (Karl Roberts)

Licensing Committee 28 Feb 2025				
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. This report provides information to be considered for the setting of fares for the period of 1 April 2025 to 31 March 2026.		Neil Williamson, Environmental Health Team Manager Neil.Williamson@arun.gov.uk	Director of Growth (Karl Roberts)

Licensing Committee 28 Feb 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
CCTV in Taxis	This report presents a draft CCTV policy for consideration and adoption following public consultation.		Neil Williamson, Environmental Health Team Manager Neil.Williamson@arun.gov.uk	Karl Roberts

Licensing Committee 28 Feb 2025				
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 for the period 1 April 2024 to 30 June 2024		Jackie Follis, Group Head of Organisational Excellence jackie.follis@arun.gov.uk	Director of Growth (Karl Roberts)

March 2025

Standards Committee 6 Mar 2025

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Member Learning & Development	This report updates the Standards Committee on the current position of Member learning and development.		Daniel Bainbridge, Group Head of Law and Governance & Monitoring Officer Daniel.Bainbridge@arun.gov.uk Tel: 01903 737607	Director of Growth (Karl Roberts)

Standards Committee 6 Mar 2025

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	Director of Growth (Karl Roberts)

Standards Committee 6 Mar 2025

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	Director of Growth (Karl Roberts)

Policy and Finance Committee 13 Mar 2025

Reference	Report Details	Background Documents	Lead Officer	Lead Director
Key Performance Indicators 2022-2026 - Quarter 3	In order for the Committees to be updated with the Q3		Jackie Follis, Group Head of Organisational Excellence jackie.follis@arun.gov.uk	Director of Growth (Karl Roberts)

Performance Report for the period 1 April to 31 December 2024	Performance Outturn for the Key Performance indicators for the period 1 April to 31 December 2024.			
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Policy and Finance Committee 13 Mar 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Alexandra Theatre, Bognor Regis - Project Update	The Committee will receive an update in terms of how this project is progressing.		Max Whitehand, Interim Project Manager Max.Whitehand@arun.gov.uk	Director of Growth (Karl Roberts)

Policy and Finance Committee 13 Mar 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Littlehampton Seafront Project	This report will provide a further update on the Littlehampton Seafront Scheme to the Committee		Rachel Alderson, Principal Landscape Officer rachel.alderson@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

Housing and Wellbeing Committee 20 Mar 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Leisure and Wellbeing Strategy 2025-2027	This report will provide members with an overview of the councils Leisure and Wellbeing Strategy for 2025-2027		Fraser Kidd, Community & Wellbeing Business Manager, Carrie Reynolds, Community Wellbeing Manager Fraser.Kidd@arun.gov.uk, Carrie.Reynolds@arun.gov.uk	Director of Environment & Communities (Philippa Dart)

Corporate Support Committee 25 Mar 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Corporate Complaints	Regular update on Corporate Complaints performance across the council. In line with Ombudsman guidance to ensure accountability and transparency to Members.		Lindsey Reeves, Information Governance Officer lindsey.reeves@arun.gov.uk	Director of Growth (Karl Roberts)

Corporate Support Committee 25 Mar 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Council Tax, Business Rates and	The Council's constitution requires		Antony Baden, Group Head of Finance and Section 151 Officer	Director of Environment & Communities (Philippa Dart)

Sundry Debt Write Offs to be approved by Committee – 2024/25 Quarter 1	the approval of the Corporate Support Committee to write off certain irrecoverable Council Tax, Business Rates and Sundry Debts. This applies to amounts over £10,000 (Sundry Debts), £15,000 (Council Tax) and £30,000 (Business Rates).		antony.baden@arun.gov.uk	
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April 2025

Economy Committee 1 Apr 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Bognor Regis Cafes Business Cases	Following committee's resolution regarding developing cafes at two locations on Bognor Regis Promenade, this report presents the businesses cases for committee's consideration.		Sam Horwill, Property and Estates Manager sam.horwill@arun.gov.uk	Director of Growth (Karl Roberts)

Economy Committee 1 Apr 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
River Road Garage Site Options	Review of financially and environmentally sustainable options for the future of the River Road Garages site in Arundel (excluding short-stay holiday accommodation) as per the resolution of Minute 400 of the Economy Committee 20 November 2023.		Sam Horwill, Property and Estates Manager sam.horwill@arun.gov.uk	Director of Growth (Karl Roberts)

Economy Committee 1 Apr 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Solar Photovoltaic Panel Installation at Fitzleet Multistorey Car Park	Feasibility report and recommendations with regards to solar photovoltaic panel installation to levels 7 and 8 of Fitzleet Multistorey Car Park.		Sam Horwill, Property and Estates Manager sam.horwill@arun.gov.uk	Director of Growth (Karl Roberts)

Environment Committee 2 Apr 2025				
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)

Environment Committee 2 Apr 2025				
Reference	Report Details	Background Documents	Lead Officer	Lead Director
Ferring Rife Car Park	Feedback on assessment of feasibility of introducing improved surfacing, drainage and fees to the Ferring Rife Car Park, Ferring.		Lisa Emmens, Interim Parking Service Manager, Nat Slade, Group Head of Technical Services Lisa.Emmens@arun.gov.uk, nat.slade@arun.gov.uk	Director of Growth (Karl Roberts)