

**ARUN DISTRICT COUNCIL**  
**FORWARD PLAN**  
**LIST OF DECISIONS TO BE TAKEN**  
(including Key Decisions)  
(Publication Date 22 March 2019)

The Forward Plan will list matters due to be considered by the Cabinet and Full Council, including key decisions.

A key decision is defined by the Local Authorities [Executive Arrangements] [Access to Information] [England] Regulations 2000 as being likely to

- Result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the Decision relates or
- Be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the Council's area.

If you wish to make representation to the Cabinet about a decision listed to be taken, Arun District Council's Cabinet Members are:

<b>Name</b>	<b>Portfolio</b>	<b>Contact Details</b>
Councillor Mrs Brown	Leader of the Council and Economy	<a href="mailto:cldr.gillian.brown@arun.gov.uk">cldr.gillian.brown@arun.gov.uk</a>
Councillor Wensley	Deputy Leader Corporate Support	<a href="mailto:cldr.dudley.wensley@arun.gov.uk">cldr.dudley.wensley@arun.gov.uk</a>
Councillor Charles	Planning	<a href="mailto:cldr.john.charles@arun.gov.uk">cldr.john.charles@arun.gov.uk</a>
Councillor Clayden	Community Wellbeing	<a href="mailto:cldr.mike.clayden@arun.gov.uk">cldr.mike.clayden@arun.gov.uk</a>
Councillor Haymes	Technical Services	<a href="mailto:cldr.stephen.haymes@arun.gov.uk">cldr.stephen.haymes@arun.gov.uk</a>
Councillor Bence	Residential	<a href="mailto:Cllr.trevor.bence@arun.gov.uk">Cllr.trevor.bence@arun.gov.uk</a>
Councillor Wotherspoon	Neighbourhood Services	<a href="mailto:cldr.paul.wotherspoon@arun.gov.uk">cldr.paul.wotherspoon@arun.gov.uk</a>

Should you have any queries regarding the Forward Plan, please contact Democratic Services on 01903 737611 or email [committees@arun.gov.uk](mailto:committees@arun.gov.uk)

# **CABINET**

**3 JUNE 2019**

## **1. ASSETS OF COMMUNITY VALUE – POLICY AND PROCEDURES**

**Executive Summary:** Cabinet is asked to recommend to Full Council that the Assets of Community Value Policy and Guidance Notes for Nominating Bodies & Owners be adopted, and to make associated changes to the Constitution. The Policy provides a framework for the Council to consider and determine Asset of Community Value nominations and any subsequent requests for review, compensation claims and any subsequent requests for review of compensation decisions.

**Key Decision**

No

**Decision Taker**

Full Council

**Date Decision to be Taken**

17 July 2019

**Date Listed in the Forward Plan**

1 November 2018

**Principal Consultees**

Cabinet – 3 June 2019

**Background Papers**

TBC

**Lead Officer Contact Information: Nat Slade – Group Head of Technical Services**

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## **2. MANAGING THE COAST IN A CHANGING CLIMATE**

**Executive Summary:** The Report will present the content, conclusions and recommendations of the recently published report by the Committee on Climate Change. It is put forward for consideration in respect of its implications for the Arun District. It is anticipated that separate further reports will be necessary in respect of individual Council Services.

**Key Decision**

No

**Decision Taker**

Cabinet

**Date Decision to be taken**

3 June 2019

**Date Listed in the Forward Plan**

6 March 2019

**Principal Consultees**

N/A

**Background Papers**

Managing the coast in a changing climate” report by the Committee on Climate Change 2018

**Lead Officer Contact Information:**

**Contact Name:** Roger Spencer – Engineering Services Manager

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**8 JULY 2019 [RESERVE CABINET]**

**29 JULY 2019**

**2 SEPTEMBER 2018 [ RESERVE CABINET]**

7 OCTOBER 2019

11 NOVEMBER 2019 [RESERVE CABINET]

9 DECEMBER

13 JANUARY 2020 [RESERVE CABINET]

10 FEBRUARY 2020

9 MARCH 2020 [RESERVE CABINET]

6 APRIL 2020

## FULL COUNCIL

22 MAY 2019 [ANNUAL COUNCIL]

12 JUNE 2019 [SPECIAL COUNCIL]

17 JULY 2019

### **3. THE EIGHTH REVIEW OF THE COUNCIL'S MEMBERS' ALLOWANCES SCHEME BY THE COUNCIL'S INDEPENDENT REMUNERATION PANEL**

**Executive Summary:** The Audit & Governance Committee was presented with the Independent Remuneration Panel's Eighth review of the Council's Members' Allowances Scheme. The Committee asked the Panel to provide some further context to some of its recommendations and so consideration of the review will now not be presented to Full Council on 13 March 2019. A Special Meeting of the Audit & Governance Committee will be convened for June/early July so that the Panel's final reports and its recommendations can be recommended onto Full Council to consider on 17 July 2019.

<b>Key Decision</b>	Yes
<b>Decision Taker</b>	Full Council
<b>Date Decision to be Taken</b>	17 July 2019
<b>Date Listed in the Forward Plan</b>	18 January 2019
<b>Principal Consultees</b>	District Councillors Town and Parish Councillors in respect of Town/Parish Allowances Group Leaders The Audit & Governance Committee – 14 February 2019 Will be reported back to a Special Meeting of the Audit & Governance Committee on 27 June 2019.
<b>Background Papers</b>	Previous reports made by the Independent Remuneration Panel <a href="https://www.arun.gov.uk/members-allowances">https://www.arun.gov.uk/members-allowances</a>

	South East Employers Survey Results
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**Lead Officer Contact Information:**

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**18 SEPTEMBER 2019**

**4. LOCAL GOVERNMENT ETHICAL STANDARDS**

**Executive Summary:**

The Committee on Standards in Public Life (CPSL) advises the Prime Minister on ethical standards across the whole of public life in England. It monitors and reports on issues relating to the standards of conduct of all public office holders and promotes the seven principles of public life.

The CPSL undertook to review the effectiveness of the arrangements introduced by the Localism Act 2011. They conducted this review during 2018 and published a report on 30 January 2019. The review considered four specific areas - the Code of Conduct and arrangements for registration and declaration of interests; the available sanctions; the role of the Independent Person, Monitoring Officer and Standards Committees; and support for parishes. It also looked more widely at how authorities could better promote high standards of conduct.

The report to be presented will consider the best practice recommendations of the CSPL against Arun’s Code of Conduct and Local Assessment Procedures and agree an action plan to meet the expected implementation date of 2020.

<b>Key Decision</b>	No
<b>Decision Taker</b>	<b>Full Council</b>
<b>Date Decision to be taken</b>	<b>18 September 2019</b>
<b>Date Listed in the Forward Plan</b>	<b>To be added by Committee Services</b>
<b>Principal Consultees</b>	Standards Committee – 25 July 2019
<b>Background Papers</b>	<a href="https://www.gov.uk/government/publications/local-government-ethical-standards-report">https://www.gov.uk/government/publications/local-government-ethical-standards-report</a>

**Lead Officer Contact Information:**

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**13 NOVEMBER 2019**

**15 JANUARY 2020**

**19 FEBRUARY 2019 [SPECIAL COUNCIL – BUDGET]**

**18 MARCH 2020**

## **OVERVIEW SELECT COMMITTEE**

**25 JUNE 2019**

**3 SEPTEMBER 2019**

**22 OCTOBER 2019**

**10 DECEMBER 2019**

**28 JANUARY 2020**

**10 MARCH 2020**

## **OTHER COMMITTEES/SUB-COMMITTEES**

### **5. APPEALS MONITORING REPORT - 2018**

**Executive Summary:** To consider the outcomes of the 2018 Appeals Monitoring Report.

<b>Key Decision</b>	No
<b>Decision Taker</b>	Development Control Committee
<b>Date Decision to be taken</b>	10 April 2019
<b>Date Listed in the Forward Plan</b>	16 October 2018
<b>Principal Consultees</b>	None
<b>Background Papers</b>	Appeal Decisions
<b>Lead Officer Contact Information:</b>	
<b>Contact Name:</b>	Juan Baeza
<b>Telephone:</b>	01903-737765
<b>Email:</b>	Juan.baeza@arun.gov.uk

### **6. TO CONSULT ON THE RENEWAL OF BUTLIN'S LOCAL DEVELOPMENT ORDER**

**Executive Summary:** The Butlin's Local Development Order came into effect on 1 September 2014 and was valid for a period of 5 years.

The LDO allows Butlin's permission to make small changes to its buildings without requiring a planning application to be made each time. Permissions provided by this LDO do not allow large changes or ones outside the site.

Butin's has expressed a desire to see the LDO renewed as they regard it as a useful tool for saving time and money for all parties.

<b>Key Decision</b>	No
<b>Decision Taker</b>	Development Control Committee
<b>Date Decision to be taken</b>	5 June 2019
<b>Date Listed in the Forward Plan</b>	22 March 2019

<b>Principal Consultees</b>	
<b>Background Papers</b>	<p>Report to and Decision of Cabinet on 15<sup>th</sup> June 2009 “Local Development Orders”</p> <p>Report to and Decision of Development Control Committee 28 March 2012</p> <p>Report to and Decision of Development Control Committee 31 July 2013</p> <p><a href="https://www.arun.gov.uk/ldo">https://www.arun.gov.uk/ldo</a></p>
<b>Lead Officer Contact Information:</b>	
<b>Contact Name:</b>	Neil Crowther – Group Head of Planning
<b>Telephone:</b>	X 37839
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<b>7. ADOPTION OF A POLICY IN RELATION TO SURFACE WATER IN NEW DEVELOPMENT</b>	
<b>Executive Summary:</b> The Sub-Committee will be asked to consider adopting a Policy in relation to the disposal of surface water in all new development. It follows the approach adopted by West Sussex County Council (as Local Lead Flood Authority) in its published Policy.	
<b>Key Decision</b>	Yes
<b>Decision Taker</b>	Full Council
<b>Date Decision to be taken</b>	17 July 2019
<b>Date Listed in the Forward Plan</b>	20 February 2019
<b>Principal Consultees</b>	Planning Policy Sub-Committee – 18 June 2019
<b>Background Papers</b>	WSSCC
<b>Lead Officer Contact Information:</b>	
<b>Contact Name:</b>	Roger Spencer
<b>Telephone:</b>	01903 737812
<b>Email:</b>	roger.spencer@arun.gov.uk

<b>8. EXPERIENCE WEST SUSSEX MARKETING CAMPAIGN</b>	
<b>Executive Summary:</b> The report provides an update on the Experience West Sussex tourism marketing campaign being delivered in partnership with Coastal West Sussex and West Sussex County Council	
<b>Key Decision</b>	No
<b>Decision Taker</b>	None – Information item
<b>Date Decision to be Taken</b>	None – Information item
<b>Date Listed in the Forward Plan</b>	10 April 2018
<b>Principal Consultees</b>	Bognor Regis Regeneration Sub-Committee – 24 June 2019
<b>Background Papers</b>	TBC
<b>Lead Officer Contact Information:</b>	
<b>Contact Name:</b>	Denise Vine, Group Head of Economy
<b>Telephone:</b>	01903 737846

Email: [Denise.Vine@arun.gov.uk](mailto:Denise.Vine@arun.gov.uk)

#### 9. TOURISM UPDATE

**Executive Summary:** The report provides an annual update of tourism activity across the District.

<b>Key Decision</b>	No
<b>Decision Taker</b>	None – Information Item
<b>Date Decision to be Taken</b>	None – Information Item
<b>Date Listed in the Forward Plan</b>	10 April 2018
<b>Principal Consultees</b>	Bognor Regis Regeneration Sub-Committee – 24 June 2019
<b>Background Papers</b>	None

**Lead Officer Contact Information:**

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#### 10. BOGNOR REGIS PLACE-BRANDING INITIATIVE UPDATE

**Executive Summary:** The Sub-Committee will be provided with an update on the Place-branding initiative being delivered in partnership with University of Chichester and West Sussex County Council.

<b>Key Decision</b>	No
<b>Decision Taker</b>	Full Council
<b>Date Decision to be Taken</b>	17 July 2019
<b>Date Listed in the Forward Plan</b>	18 January 2019
<b>Principal Consultees</b>	The entire process is consultation-led – and Bognor Regis Regeneration Sub-Committee – 24 June 2019
<b>Background Papers</b>	N/A

**Lead Officer Contact Information:**

**Contact Name:** Denise Vine, Group Head of Economy  
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**11. BOGNOR REGIS TOWN CENTRE PUBLIC REALM SCHEME – FINAL EVALUATION REPORT**

**Executive Summary:** The Sub-Committee will be provided with details which will evaluate the overall scheme and the impact that it has had on Town Centre improvement.

<b>Key Decision</b>	No
<b>Decision Taker</b>	Full Council
<b>Date Decision to be Taken</b>	17 July 2019
<b>Date Listed in the Forward Plan</b>	10 April and 3 September 2018; and 18 January 2019
<b>Principal Consultees</b>	Bognor Regis Regeneration Sub-Committee – 24 June 2019
<b>Background Papers</b>	TBC

**Lead Officer Contact Information:**

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**12. DRAFT ARUN ECONOMIC DEVELOPMENT STRATEGY**

**Executive Summary:** Consultation on the draft version of the Arun Economic Development Strategy

<b>Key Decision</b>	Yes
<b>Decision Taker</b>	Full Council
<b>Date Decision to be Taken</b>	17 July 2019
<b>Date Listed in the Forward Plan</b>	10 April, 23 May, 3 September 2018 and 18 January 2019
<b>Principal Consultees</b>	Bognor Regis Regeneration Sub-Committee – 24 June 2019
<b>Background Papers</b>	TBC

**Lead Officer Contact Information:**

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**13. TREASURY MANAGEMENT – INTERIM REPORT 2019/20**

**Executive Summary:** To report on the Treasury Management activities for the year to date as at ended 30 September 2019 and updated to include more recent information. Also to enable the Audit and Governance Committee to scrutinise the report prior to making comment to Full Council.

<b>Key Decision</b>	Yes
Decision Taker	Full Council
Date Decision to be Taken	8 January 2020
Date Listed in the Forward Plan	21 December 2018
Principal Consultees	Treasury Advisors – Capita Asset Services Audit & Governance Committee – 30 July 2019
Background Papers	Cipfa's Treasury Management code of Practice. Prudential code for Capital Finance in Local Authorities (2017) The Local Government Act 2003.

**Lead Officer Contact Information:**

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**14. TREASURY MANAGEMENT – ANNUAL REPORT 2018/19**

**Executive Summary:** To report on the Treasury Management annual activities for 2018/19 and to enable the Audit and Governance Committee to scrutinise the report prior to making comment to Full Council.

<b>Key Decision</b>	Yes
<b>Decision Taker</b>	Full Council
<b>Date Decision to be Taken</b>	11 September 2019
<b>Date Listed in the Forward Plan</b>	21 December 2018
<b>Principal Consultees</b>	Treasury Advisors – Capita Asset Services Audit & Governance Committee – 30 July 2019
<b>Background Papers</b>	Cipfa's Treasury Management code of Practice. Prudential code for Capital Finance in Local Authorities (2017) The Local Government Act 2003.

**Lead Officer Contact Information:**

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**15. TREASURY MANAGEMENT STRATEGY & ANNUAL INVESTMENT STRATEGY 2020/21**

**Executive Summary:**

The purpose of this report is to present the Treasury Management Strategy Statement and Annual Investment Strategy 2020/2021 and to enable the Audit and Governance Committee to scrutinise the report prior to making comment to Full Council.

<b>Key Decision</b>	Yes
<b>Decision Taker</b>	Full Council
<b>Date Decision to be Taken</b>	18 March 2020
<b>Date Listed on the Forward Plan</b>	21 December 2018
<b>Principal Consultees</b>	Treasury Advisors – Link Asset Services Audit & Governance Committee – 13 February 2020
<b>Background Papers</b>	Cipfa’s Treasury Management code of Practice. Prudential code for Capital Finance in Local Authorities (2017) The Local Government Act 2003.

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