



Public Document Pack

Arun District Council
Civic Centre
Maltravers Road
Littlehampton
West Sussex
BN17 5LF

Tel: (01903 737500)
Fax: (01903) 730442
DX: 57406 Littlehampton
Minicom: 01903 732765

e-mail: committees@arun.gov.uk

Committee Manager - Jane Fulton (Ext 37611)

9 February 2022

POLICY AND FINANCE COMMITTEE

A meeting of the Policy and Finance Committee will be held in **The Council Chamber at the Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF** on **Thursday 10 February 2022 at 6.00 pm** and you are requested to attend.

Members: Councillors Gunner (Chair), Pendleton (Vice-Chair), Cooper, Dixon, Oppler, Roberts, Seex, Stanley and Dr Walsh

PLEASE NOTE: Subject to Covid-19 Risk Assessments members of the public are advised of the following:

Where public meetings are being held at the Arun Civic Centre, in order to best manage safe space available, members of the public are in the first instance asked to watch the meeting online via the Council's Committee pages. The link for this meeting will be uploaded to the Committee's web pages soon:

- a) Where a member of the public has registered a request to take part in Public Question Time, they will be invited to submit the question in advance of the meeting to be read out by an Officer or if they wish they can attend the meeting to ask the question in person. There will be limited public access to this meeting and admission for public speakers will be by ticket only, bookable when submitting questions. Attendees will be asked to sit in an allocated seat in the public gallery on a first come first served basis. Only one ticket will be available for per person.
- b) It is recommended that all those attending take a lateral flow test prior to the meeting.
- c) All those attending the meeting will be required to wear face coverings and maintain safe distancing when in the building/meeting room.
- d) Members of the public must not attend any face to face meeting if they or a member of their household have Covid-19 symptoms.

Any members of the public wishing to address the Committee meeting during Public Question Time, will need to email Committees@arun.gov.uk by 5.15 pm on **Wednesday, 3 February 2022** in line with current Committee Meeting Procedure Rules. It will be at the Chief Executive's/Chair's discretion if any questions received after this deadline are considered.

For further information on the items to be discussed, please contact Committees@arun.gov.uk.

AGENDA

9. **THE COUNCIL'S REVENUE AND CAPITAL BUDGETS** (Pages 1 - 8)
2021/22 AND 2022/23 [45 MINUTES]

The purpose of the report is for this Committee to make a recommendation to the Special Council Meeting on 23 February 2022 on the overall budget to be set, level of Council Tax for the District, Housing Revenue Account Budget and rent levels for 2022/23.

In addition, the Policy and Finance Committee must consider the overall capital programme to make a recommendation to Council on 23 February 2022 on the overall capital programme (HRA and General Fund) to be set for 2022/23.

Recommendations from all Service Committees in terms of their budget for 2022/23 are attached for this meeting to consider.

Note : If Members have any detailed questions, they are reminded that they need to inform the Chair and relevant Director in advance of the meeting.

Note : Filming, Photography and Recording at Council Meetings – The District Council supports the principles of openness and transparency in its decision making and permits filming, recording and the taking of photographs at its meetings that are open to the public. This meeting may therefore be recorded, filmed or broadcast by video or audio, by third parties. Arrangements for these activities should operate in accordance with guidelines agreed by the Council and as available via the following link [PART 8 - Section 5 Filming Photographic Protocol.pdf \(arun.gov.uk\)](#).

RECOMMENDATIONS TO THE POLICY & FINANCE COMMITTEE **10 FEBRUARY 2022**

CORPORATE SUPPORT COMMITTEE - 18 January 2022

555. COMMITTEE REVENUE AND CAPITAL BUDGETS 2022/2023

The Interim Group Head of Corporate Support and Section 151 Officer introduced this report reminding Councillors that this was the first year that the Council's Budget had been produced under the new Committee style of governance. The Committee was provided with a brief reminder of the process in formulating the Budget for 2022/23.

The Committee was being asked to consider and recommend its revenue budget for inclusion in the 2022/23 revenue budget which would be submitted to the Policy & Finance on 10 February 2022. The Policy & Finance Committee would then consider the overall budget for 2022/23 so that it could make recommendations to a Special Meeting of the Council on 23 February 2022. The detailed budget papers for this Committee to consider were set out in Appendix 8A of the report and only contained essential committed growth items. Members were asked to note that there had been significant pressure on establishment budgets with the budget assuming a 1.75% pay award for staff for this year's pay award which was not included in the budget for this year and a 2.5% pay award for 2022/23 and a 1.25% increase for employer's National Insurance contributions had also not been included in the budget for this year. It was confirmed that the Committee did not have any uncommitted growth or bid items to consider.

The Committee's attention was then turned to the capital programme for 2022/23 as set out in Appendix B of the report. The proposed budget for 2022/23 was being presented for the Committee to agree before being considered, as part of the total budget, by the Policy & Finance Committee as explained earlier.

Before being invited to ask questions, Members were reminded of the Budget Briefing to be held on 16 February 2022 and was asked to submit any detailed questions in advance of that briefing.

A question was asked about growth requests which had been minimised and when and who had made this decision. It was explained that the Council was facing a budget deficit in the next two years and so in response the Council had tried to reduce the amount of Committee growth projects that would project into future years' budgets. It was confirmed that this recommendation had been made taking advice from the Section 151 Officer and in considering the Financial Prospects report approved by the Policy & Finance Committee on 14 October 2021.

Having had the recommendations proposed by Councillor Clayden and seconded by Councillor Roberts,

The Committee

RESOLVED – That

- (1) The Committee's 2022/23 Revenue Budget as illustrated in Appendix A of the report be agreed;
- (2) The Capital Programme 2022/23 as illustrated in Appendix B of the report be agreed;

The Committee also

RECOMMEND TO THE POLICY & FINANCE COMMITTEE

- (1) That the Revenue Budget and Capital Programme for this Committee be included in the overall General Fund Budget when considering the overall budgets on 10 February 2022.

ECONOMY COMMITTEE - 19 January 2022

570. COMMITTEE REVENUE AND CAPITAL BUDGETS 2022/2023

[During this item Cllr Walsh declared a Personal Interest as a Member of Littlehampton Town Council]

Upon the invitation of the Chair, the Interim Group Head of Corporate Support and Section 151 Officer introduced this report, reminding Councillors that this was the first year that the Council's Budget had been produced under the new Committee style of governance. The Committee was provided with a brief reminder of the process in formulating the Budget for 2022/23. The detailed budget papers for this Committee to consider were set out in Appendix A of the report and only contained essential/committed growth items. Members were asked to note that there had been significant pressure on establishment budgets, which assumed a 1.75% pay award this year and a 2.5% pay award for 2022/23, and a 1.25% increase for employer's National Insurance contributions. The uncommitted growth items for this Committee were included in Appendix B and totalled £545,000. The Capital Programme in Appendix C showed the essential maintenance required for corporate assets, totalling £807,000. The proposed budget for 2022/23 was being presented for the Committee to agree before being considered, as part of the total budget, by the Policy & Finance Committee. Members were reminded of the Budget Briefing to be held on 16 February 2022

Members thanked the Interim Group Head of Corporate Support and Section 151 Officer for the Budget. Support was offered and various points were highlighted by Members, such as Economic Regeneration going from £119,000 to a proposed £271,000 in 2022/23; the Sussex by the Sea Festival; town centre events; additional support for high street recovery; another £150,000 for events.

The Vision document was discussed, and it was noted that perception was that money was not spent on the town centres, and it was hoped that the Vision document would change this perception. It was stated that it was regrettable that the call-for-ideas came before the Vision, as usually it would be the other way round.

Clarification was sought around inflation and how this was being handled, and also the contingency for gas and electric. An answer was provided by the Group Head of Corporate Support and Section 151 Officer and the Interim Chief Executive.

The Sussex by the Sea Festival was discussed, and it was asked where this would take place. The Group Head of Economy said the idea was that it would be held in Littlehampton, and they had been looking for partners to work with. Since the last report had gone to Committee regarding this, the Council had received the Levelling Up Fund money, which would mean significant activity and changes to the infrastructure on the seafront, it therefore needed to be carefully considered so events wouldn't impact on parking while the changes were taking place.

Councillor Walsh declared a Personal Interest as a Member of Littlehampton Town Council. He asked that any event programmes were done in partnership with the Town Councils, so there was not duplication or overlap. The Group Head of Economy confirmed that events would be planned whilst working with partners including Parish and Town Councils.

Several Members expressed that they felt it was an exciting and positive Budget report.

The recommendations were Proposed by Councillor Gunner and Seconded by Councillor Edwards.

The Committee

RESOLVED that

- 1) The 2022/23 Revenue Budget as illustrated in Appendix A of this report be agreed;
- 2) The 2022/23 list of uncommitted growth items as illustrated in Appendix B of this report be agreed;
- 3) The 2022/23 Capital Programme as illustrated in Appendix C of this report be agreed

The Committee also

RECOMMEND TO THE POLICY & FINANCE COMMITTEE

- 1) That the Revenue Budget, list of growth items and Capital Programme for this Committee be included in the overall General Fund Budget when considering the overall budgets on 10 February 2022

579. COMMITTEE REVENUE AND CAPITAL BUDGETS 2022/2023

[Councillor Goodheart had declared a Personal Interest in this item]

Upon the invitation of the Chair the Interim Group Head of Corporate Support and Section 151 Officer introduced this report, reminding Members that this was the first year that the Council's Budget had been produced under the new Committee style of governance. The Committee was provided with a brief reminder of the process in formulating the Budget for 2022/23. The detailed budget papers for this Committee to consider were set out in Appendix A of the report and only contained essential/committed growth items. Members were asked to note that there had been significant pressure on establishment budgets, which assumed a 1.75% pay award this year and a 2.5% pay award for 2022/23, and a 1.25% increase for employer's National Insurance contributions. The uncommitted growth items for this Committee were included in Appendix B and totalled £55,000. The Capital Programme in Appendix C totalled £1.945 million. The maintenance of Corporate Assets was the responsibility of the Economy Committee, and their budget had been approved the previous evening. The Policy and Finance Committee would be requested to agree £180,000 contribution to the flood fund in the current year as detailed in the report. The proposed budget for 2022/23 was being presented for the Committee to agree before being considered as part of the total budget, by the Policy & Finance Committee. Members were reminded of the Budget Briefing to be held on 16 February 2022.

Members (and non-Committee Members given permission to speak) then took part in a question and answer session as summarised below:

- Clarification was requested around income/surplus from car parks.
- Clarification was sought regarding the loss on cleansing facilities and the rise in income from cemeteries.
- The Coast Protection and Land Drainage had increased significantly. The Interim Group Head of Corporate Support and Section 151 Officer explained that there was a £40,000 increase for shingle clearance. This would be for the purpose of coastal protection.
- Was there a budget for clearance of shingle from promenades? It was confirmed there was a budget for this.
- The increase in workforce for parks and open spaces was welcomed.
- There were further questions on the figures regarding cemeteries. A written update would be provided by Officers.
- Further information was requested around plans for Bersted Brooks, which was provided by the Leader of the Council.

The recommendations were Proposed by Councillor Paul English and Seconded by Councillor Goodheart.

The Committee

RESOLVED that

- 1) The 2022/23 Revenue Budget as illustrated in Appendix A of this report be agreed;
- 2) The 2022/23 list of uncommitted growth items as illustrated in Appendix B of this report be agreed;
- 3) The 2022/23 Capital Programme as illustrated in Appendix C of this report be agreed; and

The Committee also

RECOMMEND TO THE POLICY & FINANCE COMMITTEE

- 1) That the Revenue Budget, list of growth items and Capital Programme for this Committee be included in the overall General Fund Budget when considering the overall budgets on 10 February 2022.

HOUSING AND WELLBEING COMMITTEE - 24 January 2022

590. COMMITTEE GENERAL FUND REVENUE AND CAPITAL BUDGETS 2022/23 AND HOUSING REVENUE ACCOUNT BUDGETS 2022/23

Upon the invitation of the Chair, the Interim Group Head of Corporate Support and Section 151 Officer presented the report which asked the Committee to consider and recommend its revenue budget for inclusion in the 2022/23 revenue budget and draft capital budget for inclusion in the overall capital programme, which would be submitted to the Policy and Finance Committee on 10 February 2022. It was explained that Policy and Finance Committee would consider the overall revenue budget and overall capital programme for 2022/23 to make recommendations to Full Council on 23 February 2022 on the budget to be set and level of Council Tax for the District for 2022/23 and on the overall capital programme to be set for 2022/23.

It was further explained that this Committee must also consider and recommend its Housing Revenue Account (HRA) revenue budget and draft Housing Revenue Account Capital budget for inclusion in the overall capital programme, both of which would also be submitted to the Policy and Finance Committee on 10 February 2022 with the intention of a recommendation going to Full Council on 23 February 2022 on the budget to be set and level of rents to be charged for 2022/23.

Members then took part in a full debate on the item where a number of points were raised including:

- whether housing and garage rent figures included agreed rent increases
- future investment in Arun's properties
- grants and contributions within the Housing Strategy
- sheltered accommodation provision
- the increasing costs for the IT system

- investment in the Arun Leisure Centre

The Interim Group Head of Corporate Support and Section 151 Officer provided Members with responses to all points raised during the debate. It was confirmed that the rent figures did include the rent increase and for housing this would be CPI + 1% (i.e. 4.1%) and that stock development was included in the capital budget. The Group Head of Residential Services confirmed that reports would be coming to future meetings of the Committee on a number of the points raised.

The recommendation was then proposed by Councillor Pendleton and seconded by Councillor Gregory. By unanimous vote,

The Committee

RESOLVED - To

- a) Agree on the 2022/23 General Fund Revenue Budget as illustrated in Appendix A of this report;
- b) Agree on the 2022/23 list of uncommitted growth items as illustrated in Appendix B of this report;
- c) Agree on the 2022/23 HRA Revenue Budget set out in Appendix C of this report;
- d) Recommend HRA rents for 2022/23 are increased by 4.1% (CPI plus 1%) in accordance with the provisions of the rent standard;
- e) Recommend that HRA garage rents are increased by 5% to give a standard charge of £13.58 per week (excluding VAT) and heating and water/sewerage charges be increased on a scheme by scheme basis, with the aim of balancing costs with income;
- f) Agree on the General Fund Capital Programme as illustrated in Appendix D of this report;
- g) Agree on the 2022/23 HRA Capital Programme as illustrated in Appendix E of this report; and

RECOMMEND TO POLICY AND FINANCE COMMITTEE

- h) That the General Fund Revenue Budget, list of growth items, General Fund Capital Programme, HRA Revenue Budget and HRA Capital Programme be included in the overall General Fund Budget when considering the overall budgets on 10 February 2022.

PLANNING POLICY COMMITTEE - 25 January 2022

601. COMMITTEE REVENUE AND CAPITAL BUDGETS 2022/2023

Upon the invitation of the Chair, the Interim Group Head of Corporate Support and Section 151 Officer presented the report which asked the Committee to consider and recommend its revenue budget for inclusion in the 2022/23 revenue budget, which would be submitted to the Policy and Finance Committee on 10 February 2022. Policy and Finance Committee would consider the overall revenue budget for 2022/23 to make a recommendation to Full Council on 23 February 2022 on the budget to be set and level of Council Tax for the District for 2022/23. She confirmed that the Committee did not have any capital expenditure and so did not have to consider a capital budget for inclusion in the overall capital programme

Members then took part in a full debate on the item where a number of points were raised including:

- the restructuring of the Planning and Development Section in response to the Hannaby Report, and the need to see revenue expenditure as a KPI
- how the Committee could monitor the Planning department's performance if KPIs were not available as part of the budget process
- the Hannaby Review and its implications for Planning Policy Committee and Planning Committee, and the review reporting into the Planning Committee where more detail could be found on the process

The Interim Group Head of Corporate Support and Section 151 Officer provided Members with responses to all points raised during the debate. It was confirmed that Members had not received KPIs for this year but that Officers were looking to produce them for next year for every Committee.

The recommendations were then proposed by Councillor Gunner and seconded by Councillor Hughes.

The Committee

RESOLVED - To

- a) Agree on the 2022/23 Revenue Budget as illustrated in Appendix A of this report;
- b) Agree on the 2022/23 list of uncommitted growth items as illustrated in Appendix B of this report;

RECOMMEND TO POLICY AND FINANCE COMMITTEE

- c) That the Revenue Budget and list of growth items be included in the overall General Fund Budget when considering the overall budgets on 10 February 2022.

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