



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)

29 November 2021

POLICY AND FINANCE COMMITTEE

A meeting of the Policy and Finance Committee will be held in **The Council Chamber & Blue Room, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF** on **Thursday 9 December 2021 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. You can do this by clicking on this link: **Arun District Council Corporate Policy & Performance Committee 9th December**

- 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. 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, 1 December 2021** 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

1. APOLOGIES

2. DECLARATIONS OF INTEREST

Members and Officers are invited to make any declaration of pecuniary, personal and/or prejudicial interests that they may have in relation to items on this agenda, and are reminded that they should re-declare their interest before consideration of the items or as soon as the interest becomes apparent.

Members and Officers should make their declaration by stating:

- a) the item they have the interest in
- b) whether it is a pecuniary/personal interest and/or prejudicial interest
- c) the nature of the interest

3. MINUTES

(Pages 1 - 10)

The Committee will be asked to approve as a correct record the Minutes of the Corporate Policy and Performance Committee held on 14 October 2021, as attached.

4. ITEMS NOT ON THE AGENDA THAT THE CHAIR OF THE MEETING IS OF THE OPINION SHOULD BE CONSIDERED AS A MATTER OF URGENCY BY REASON OF SPECIAL CIRCUMSTANCES

5. PUBLIC QUESTION TIME

To receive questions from the public (for a period of up to 15 minutes)

6. MODERN SLAVERY POLICY STATEMENT [15 MINUTES]

(Pages 11 - 20)

From 2022 the Modern Slavery Act 2015 (section 54) will require Arun District Council to publish a 'Transparency in Supply Chains' Policy Statement. The purpose of the Statement is to demonstrate the actions the Council will take to identify, prevent and mitigate incidences of modern slavery and trafficking in its supply chain.

This report sets out for approval the Policy Statement and the registration of the Policy Statement with The Home Office.

7. BUSINESS RATES POOLING [15 MINUTES] (Pages 21 - 26)
- The report requests delegated authority for the Group Head of Corporate Support, in consultation with the Chair of this Committee, to enter into a business rate pool with selected other West Sussex authorities. The delegation is required to ensure agreement can be reached on membership, financial and governance arrangements for the pool and an application can be made to the Department for Levelling-Up, Housing and Communities (DLUHC) by the required deadlines.
8. BUDGET MONITORING REPORT [30 MINUTES] (Pages 27 - 44)
- The Budget Monitoring Report sets out the Capital, Housing Revenue and General Fund Revenue budget performance to the end of September 2021.
9. LEVELLING UP FUND DELIVERY SUPPORT [5 MINUTES] (Pages 45 - 48)
- This report recommends the appointment of temporary staff resource to enable the delivery of the projects to be funded from the £19 million awarded to the Council from the Government's Levelling Up Fund. It also outlines how these will be funded.
10. CORPORATE PLAN AND SERVICE DELIVERY PLAN 2018-2022 - QUARTER TWO PERFORMANCE REPORT FOR THE PERIOD 1 JULY 2021 TO 30 SEPTEMBER 2021 [30 MINUTES] (Pages 49 - 58)
- This is an update report setting out the Q2 performance outturn for the Corporate Plan and Service Delivery Plan performance indicators for the period 1 July 2021 to 30 September 2021.
11. RESIDENTS' SATISFACTION SURVEY 2021 [30 MINUTES] (Pages 59 - 108)
- Each year the Council undertakes a Residents Satisfaction Survey as part of the Council's performance framework.
- The Residents' Satisfaction Survey for 2020/21 was undertaken between 28 June and 25 July 2021. The Council instructed BMG Research to undertake the survey.
- This report sets out the main findings of the survey for review by Members.

ITEMS PUT FORWARD FROM SERVICE COMMITTEES

12. ENVIRONMENT COMMITTEE - 17 NOVEMBER 2021 [5 MINUTES] (Pages 109 - 118)

The Committee is asked to consider recommendations from the meeting of the Environment Committee held on 17 November 2021. The minutes are attached.

There are recommendations at:

- Minute 448 [Empty Property Assistance Programme]
- Minute 450 [Annual Engineering Service Review]

To access these reports, please click on this link: [Environment Committee Reports](#)

OUTSIDE BODIES - FEEDBACK FROM MEETINGS

There are no items for this meeting.

13. WORK PROGRAMME [5 MINUTES] (Pages 119 - 122)

A copy of the Committee's Work Programme for the remainder of 2021/22 is attached for information.

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 \(arun.gov.uk\)](#).