



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)

16 October 2023

POLICY AND FINANCE COMMITTEE

A meeting of the Policy and Finance Committee will be held in **The Council Chamber, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF** on **Thursday 26 October 2023 at 6.00 pm** and you are requested to attend.

Members: Councillors Stanley (Chair), Nash (Vice-Chair), Birch, Brooks, Cooper, Greenway, Gunner, Oppler and Pendleton.

PLEASE NOTE: Where public meetings are being held at the Arun Civic Centre, to best manage safe space available, members of the public are encouraged to watch the meeting online via the Council's Committee pages.

1. Where a member of the public wishes to attend the meeting or 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, but of course can attend the meeting in person.
2. We request members of the public do not attend any face-to-face meeting if they 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, 18 October 2023** in line with current Committee Meeting Procedure Rules.

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 - 12)

The Committee will be asked to approve as a correct record the Minutes of the last meeting of the Policy and Finance Committee held on 11 July 2023, as attached.

4. ITEMS NOT ON THE AGENDA THAT THE CHAIRMAN 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. LITTLEHAMPTON SEAFRONT PROJECT - UPDATE REPORT [15 MINUTES]

(Pages 13 - 18)

This report provides an update on the Littlehampton seafront project.

7. THE REGENERATION OF THE REGIS CENTRE - UPDATE REPORT [10 MINUTES]

The Committee will receive a verbal update from the Council's Regeneration Officer.

8. COMMUNITY CAPITAL PROJECTS (ARUN COMMUNITY FUND) - 15 MINUTES

(Pages 19 - 24)

As part of the budget for 23/24 a proposal to set aside a sum of money to deliver a number of small community projects similar to this across the District was confirmed. Clearly, not all projects can or should be funded in one year; therefore, there will need to be a sifting/bidding process agreed so that there is transparency over what is proposed and the costs of delivery and maintaining the project.

This report seeks Member agreement to the above and how funding should be used. Alternatively, the Committee could decide not to proceed with the provision of this fund in order to assist the Council in managing its financial challenges.

9. KEY PERFORMANCE INDICATORS 2022-2026 - QUARTER 1 PERFORMANCE REPORT FOR THE PERIOD 1 APRIL TO 30 JUNE 2023 [15 MINUTES] (Pages 25 - 36)

This report sets out the performance of the Key Performance indicators at Quarter 1 for the period 1 April to 30 June 2023.

10. ARUN DISTRICT COUNCIL RESIDENTS' SURVEY 2023 [20 MINUTES] (Pages 37 - 88)

Each year the council undertakes a Residents Satisfaction Survey as part of its performance framework.

The Residents Satisfaction Survey for 2022/23 was undertaken during June and July 2023. The council instructed BMG Research to undertake the survey.

This report sets out the main findings of the survey for review by members.

11. FINANCIAL PROSPECTS 2024/25 TO 2028/29 - INTERIM UPDATE [20 MINUTES] (Pages 89 - 100)

The Council's financial planning impacts all Directorates of the Council. The purpose of this report is to give Members a high-level interim update on the current financial and economic prospects for the Council for the period 2024/25 to 2028/29. The report also asks members to note the financial parameters for the 2024/25 budget preparation.

A more detailed report will be brought back to this Committee for its next meeting on 6 December 2023.

12. BUDGET MONITORING REPORT TO 30 JUNE 2023 [20 MINUTES] (Pages 101 - 112)

Budget monitoring and forecasting are key in ensuring sound financial control and control of spending is in place. It is also a major part in ensuring sound governance arrangements.

The purpose of this report is to appraise the Policy and Finance Committee of its forecast outturn against the 2023/24 budgets, which were approved by Full Council at its meeting on 9 March 2023. The report sets out in further detail the Committee's Revenue and Capital programme budget forecast projections to the 31 March 2024.

ITEMS PUT FORWARD FROM SERVICE COMMITTEES

13. HOUSING AND WELLBEING COMMITTEE - 12 SEPTEMBER 2023 [20 MINUTES] (Pages 113 - 132)

The Committee will receive the Minutes from the meeting of the Housing & Wellbeing Committee held on 12 September 2023, which are attached.

There are recommendations for this Committee to consider as set out below:

Minute 240 [Key Performance Indicators 2022-2026 – Quarter 1 Performance Report for the period 1 April to 30 June 2023]

It is recommended to the Policy & Finance Committee that two new KPIs are created as set out below:

- Concerning incidences of Council housing subletting tenancy fraud; and
- Concerning the non-payment of service charges for communal areas by owners of flats sold under the Council's Right to Buy Scheme

Minute 246 [Local Authority Housing Fund]

It is recommended to the Policy & Finance Committee that:

Includes this scheme within the Council's capital programme at a total cost of £2.73m, with £1.09m to be funded from central government grant and £1.6m to be funded by the Council through additional borrowing.

The Officer's report surrounding this item is attached as background information.

14. ECONOMY COMMITTEE - 5 OCTOBER 2023 [10 MINUTES] (Pages 133 - 144)

The Committee will receive the minutes from the meeting of the Economy Committee held on 5 October 2023, which are attached.

There is a recommendation for the Committee to consider as set out below:

Minute 283 [Budget Monitoring Report – Quarter 1]

It is recommended to the Policy & Finance Committee that it approves a virement of £190,000 from the Corporate Support Committee budget to the Economy Committee budget.

A copy of the Officer's report surrounding this item is attached as background information.

OUTSIDE BODIES - FEEDBACK FROM MEETINGS

There are no items to report to this meeting.

15. WORK PROGRAMME [5 MINUTES]

(Pages 145 -
148)

The Committee's Work Programme 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 - CP - Section 5 Filming Photographic Protocol.pdf \(arun.gov.uk\)](#).