



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](mailto:committees@arun.gov.uk)

Committee Manager - Jane Fulton (Ext 37611)

30 January 2024

## **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 8 February 2024 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:***

A live webcast of the meeting will be available via the Council's Committee webpages – please use this link: [Arun District Council](#)

Any members of the public wishing to address the Committee during Public Question Time will need to email [Committees@arun.gov.uk](mailto:Committees@arun.gov.uk) by 5.15 pm on **Thursday, 1 February 2024** in line with Committee Meeting Procedure Rules.

## **A G E N D A**

### 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 - 6)

The Committee will be asked to approve as a correct record the Minutes of the Special Meeting of the Policy and Finance Committee held on 8 January 2024, which are 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. LITTLEHAMPTON SEAFRONT PROJECT [15 MINUTES] (Pages 7 - 14)

This report provides an update on the Littlehampton Seafront project.

7. THE REGENERATION OF THE THE REGIS CENTRE, BOGNOR REGIS [10 MINUTES]

The Interim Regeneration Consultant will provide a verbal update report.

8. POLICY & FINANCE COMMITTEE BUDGET MONITORING REPORT [15 MINUTES] (Pages 15 - 20)

The purpose of this report is to appraise the Policy & Finance Committee of its forecast outturn against the 2023/24 budgets, which were approved by Full Council at its meeting of the 9 March 2023.

9. COMMITTEE REVENUE AND CAPITAL BUDGET 2024/2025 [15 MINUTES] (Pages 21 - 28)

The purpose of the report is for this Committee to consider and agree its revenue budget for inclusion in the Council's overall 2024/25 revenue budget. The agreed budgets will then form part of the overall revenue and capital budgets for 2024/25 to be considered as part of [the subsequent agenda item] at this meeting, in order that recommendations can be made to a Special Meeting of the Council on 21 February 2024 regarding the budgets to be set and level of Council Tax for the District for 2024/25.

10. BUDGET MONITORING REPORT TO 31 DECEMBER 2023 (Pages 29 - 44)  
[15 MINUTES]

The purpose of this report is to appraise the Policy and Finance Committee of performance against the budgets approved by Full Council at its meeting of the 9 March 2023.

11. COUNCIL REVENUE AND CAPITAL BUDGETS 2024/2025 (Pages 45 - 62)  
[50 MINUTES]

The purpose of the report is for this Committee to consider and make recommendations to Full Council on 21 February 2024 on setting the General Fund revenue budget, the level of Council Tax for the District, the HRA budget and HRA rent levels for 2024/25.

In addition, the Policy and Finance Committee are requested to consider the capital programme and make recommendations to Full Council on 21 February 2024 on the capital programme (HRA and General Fund) to be set for 2024/25.

12. CARBON EMISSION UPDATE - 2022-2023 FINANCIAL YEAR (Pages 63 - 74)  
[15 MINUTES]

This report provides an update on the emissions (Scope 1, 2 and 3) of the Council for the 2022-2023 financial year.

13. ARUN COMMUNITY ASSET FUND - CONSIDERATION OF BIDS - ROUND 1 (Pages 75 - 82)  
[15 MINUTES]

Bids for funding have been received and this report is intended to facilitate a determination by the Committee of whether any individual bid should be supported.

14. KEY PERFORMANCE INDICATORS 2022-2026 - QUARTER 2 PERFORMANCE REPORT FOR THE PERIOD 1 APRIL TO 30 SEPTEMBER 2023 (Pages 83 - 98)  
[15 MINUTES]

The purpose of this report is for the Committees to be updated with the Q2 Performance Outturn for the Key Performance indicators for the period 1 April 2023 to 30 September 2023.

## **ITEMS PUT FORWARD FROM SERVICE COMMITTEES**

There will be recommendations from each of the six Service Committees that relate to the Council Revenue and Capital Budgets 2024/2025. These recommendations will be considered as part of this item – Item [11] on the agenda with the minutes from meetings of the Services Committees held in January and February 2024 being published as a separate supplement pack.

## **OUTSIDE BODIES - FEEDBACK FROM MEETINGS**

Any feedback report will be reported to the meeting.

15. WORK PROGRAMME

(Pages 99 - 102)

The Committee's Work Programme for the remainder of this Municipal Year is attached for the Committee's 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 [Filming Policy](#)