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26 February 2024

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 7 March 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 by 5.15 pm on **Thursday, 29 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 - 16)
The Committee will be asked to approve as a correct record the Minutes of the Policy and Finance Committee held on 8 February 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. THE LITTLEHAMPTON SEAFRONT PROJECT - UPDATE REPORT [15 MINUTES] (Pages 17 - 24)
This report provides an update on the Littlehampton Seafront Project.
7. ANGMERING SPORTS HUB PROJECT [15 MINUTES] (Pages 25 - 30)
This report provides an update on the Angmering Sports Hub project.
8. THE ALEXANDRA THEATRE, BOGNOR REGIS - PROGRESS REPORT [15 MINUTES] (Pages 31 - 34)
The purpose of this report is to update Members on the progress of the project and to provide the key project milestones.
9. CARBON ACTION WORK PLAN - UPDATE [20 MINUTES] (Pages 35 - 104)
This report provides an update on projects within the Action Plan and an overview of the Council's Scope 1, 2 and 3 emissions for the 2022-2023 financial year.

10. THE WEBCASTING OF MEETINGS - FUTURE OPTIONS [15 MINUTES] (Pages 105 - 112)
- The Committee is asked to note the current update provided in relation to its webcasting equipment in the Council Chamber and is asked to approve that Options 1, 2 and 6 set out within the report are approved, with Options 1 and 2 being added to the Council's capital programme.
11. KEY PERFORMANCE INDICATORS 2022-2026 - QUARTER 3 - PERFORMANCE REPORT FOR THE PERIOD 1 APRIL TO 31 DECEMBER 2023 [15 MINUTES] (Pages 113 - 124)
- In order for the Committees to be updated with the Q3 Performance Outturn for the Key Performance indicators for the period 1 April 2023 to 31 December 2023.
12. ELECTORAL REVIEW [15 MINUTES] (Pages 125 - 132)
- This report is intended to engage with the Committee with respect to the costs of conducting an electoral review of the District.
13. COUNCIL TAX - EMPTY AND SECOND HOMES [15 MINUTES] (Pages 133 - 138)
- The purpose of the report is to present options to increase council tax income collection by charging council tax on empty properties after one year of being empty, (rather than the current policy of doing so after two years), and by introducing of a second homes premium, both with effect from 1 April 2025.
14. WORK PROGRAMME [5 MINUTES] (Pages 139 - 142)
- The committee's work programme for the remainder of 2023/204 is attached.

ITEMS PUT FORWARD FROM SERVICE COMMITTEES

There are no items for this meeting.

OUTSIDE BODIES - FEEDBACK FROM MEETINGS

Any items for this meeting will be reported at the meeting.

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](#)