

**Minutes of the Meeting of
Adur District Council**

Council Chamber, Civic Centre, Shoreham-by-Sea

7pm

20 February 2014

Councillor Carol Albury	*Councillor Mary Hamblin
Councillor Carson Albury	*Councillor Stephanie Hedley-Barnes
*Councillor Andy Barnes	Councillor Rod Hotton
Councillor Pat Beresford	Councillor Debbie Kennard
Councillor Brian Boggis	Councillor Fred Lewis
Councillor Ann Bridges	Councillor Liza McKinney
Councillor Darren Burns	Councillor Barry Mear
*Councillor Richard Burt	Councillor Mike Mendoza
Councillor Brian Coomber	Councillor Peter Metcalfe
Councillor Keith Dollemore	Councillor Janet Mockridge
Councillor Dave Donaldson	Councillor Neil Parkin
Councillor Angus Dunn	Councillor Julie Searle
Councillor Emma Evans	Councillor David Simmons
Councillor Jim Funnell	Councillor Ben Stride
Councillor Paul Graysmark	

* = Absent

C/045/13-14 Questions and Statements by the public

The Chairman invited members of the public to ask any questions or make statements regarding matters for which the District Council had responsibly or affect the District.

None were submitted.

C/046/13-14 Declarations of Interest

Councillors were invited to declare any disclosable pecuniary interests, none were declared.

None were declared.

C/047/13-14 Confirmation of Minutes

Resolved that the Minutes of the meetings of the Council held on 19 December 2013 and 13 January 2014 be approved as correct records and be signed by the Chairman.

C/048/13-14 Items Raised Under Urgency Provisions

The Chairman informed the Council that there were no matters of urgency to be considered.

C/049/13-14 Announcements by the Chairman, Leader, Cabinet Members and / or Head of Paid Service

The Chairman announced that since the last meeting in January, he had only carried out 15 engagements on behalf of the District, things have slowed down a bit but he was looking to a busy few months ahead. He was delighted to say that the Holocaust Memorial event hosted by the Woodard Academy was a great success; as a thank you to the students and staff who were involved with the organization he held a tea at the Civic Centre where I presented them with a certificate of appreciation and a couple of gifts. The Academy was very keen to host the Event again, the Chairman had made the introductions between Cllr Lewis and those involved in order to kick start Holocaust Memorial for 2015.

As part of the Chief Executives proposals with regards to organizational changes agreed at the last Council meeting, the Chairman wished to take the opportunity to formally recognise and thank members of staff who have agreed to take voluntary redundancy. These key workers have given many years of hard and loyal service to our Council.

Firstly up I would like to thank quietly spoken Andrew Gardiner who joined the council in 2006 as Director of Resources becoming Strategic Director in 2008. Andrew had joined Worthing in 1979 making 37 years locally for the two Councils, with 42 years in total working in local government.

Paul Spedding, our Executive Head of Housing, Health and Community Safety, had been with the Council since 1978 when he started as an Accounts Assistant working his way up to many senior officer positions over the years. Bill Parsons the Corporate Strategy Manager who joined Worthing in 1999 becoming the Performance, scrutiny and communications manager. Beth Carder who joined the council in 1990 from Gateway Supermarket and was the PA to the Strategic Director.

And finally Jeremy Cook, who joined Adur Council in 1999. Jeremy had held many legal positions within the Council including Monitoring Officer, Head of Legal and Democratic Services and had been very much involved in the transition of assisting in the legal side of the Adur & Worthing working partnership. In 2013 Jeremy received a Strategic Leadership in Modern Local Government award, Jeremy will still be with the Council until June to see the Councils through the elections in May and assist with the transfer of services to the new Directors.

The Chairman gave a massive thank you wishing, on behalf of all members in this chamber, all the best for the future. The Leader echoed the comments of the Chairman regarding those leaving the Council, he added a thank you to Andrew Gardiner for his work in the joint arena of partnership working between Adur and Worthing Councils.

The Leader announced that he was changing the membership of the Overview and Scrutiny Committee by the removal of Councillor Hedley-Barns and replacing her with Councillor Carson Albury.

C/050/13-14 Questions from Members

There were no questions from Members under Council Procedure Rule 12.

C/051/13-14 Recommendations from the Executive

Before Council were three recommendations from the Cabinet/ Joint Strategic Committee and one from the Joint Governance and Audit Committee. Extracts from the minutes of the meeting of the committees had been circulated to members of the Council and are attached to the signed copy of these minutes as items 7A, 7Bi and ii and 7C.

(A) Budget Estimates 2014/15 and Setting of the 2014/15 Council Tax

The recommendation from Cabinet on 4 February 2014 would be considered as part of item 9.

(Bi) Joint Treasury Management Strategy Statement and Annual Investment Strategy 2014/15 to 2016/17

The Leader introduced and moved the item, Councillor Searle seconded the proposal.

Resolved Prudential Indicators and Limits, and Minimum Revenue Provision Statements of the report for approval by Worthing Council at its meeting on 18 February 2014, and by Adur Council at its meeting on 20 February 2014;

(Bii) Mental Health Challenge

The Leader introduced the item and an amendment to add Mental Health Champion to the Health and Wellbeing Portfolio permanently, Councillor Simmons seconded the proposal.

Resolved that

- i. Adur District Council signs up to the Local Authorities Mental Health Challenge
- ii. Mental Health Champion be added to the Health and Wellbeing Portfolio permanently.

(C) Joint Governance and Audit Committee – 6 February 2014 - Greater Brighton City Deal and Greater Brighton Economic Board

The Joint Chairman introduced and moved the item, Councillor Carson Albury seconded the proposal.

In the debate on the item, concern was expressed that the partnership could be seen as a first step in a more formal 'Greater Brighton' area although it was felt that the economic and commercial opportunities for Adur would outweigh this perception. Executive members were keen to stress that the arrangement would be of benefit to Adur and they would ensure that Adur's interests were foremost in their decision making on the Board.

Resolved

- i. Approve the establishment on 1st April 2014 of the Greater Brighton Economic Board constituted in accordance with the Heads of Terms specified in Appendix One, subject to all other bodies represented on the Board agreeing that it be so established;
- ii. Approve the appointment on 1st April 2014 of a joint committee to be known as the Greater Brighton Economic Joint Committee constituted in accordance

with the Heads of Terms specified in Appendix One, subject to all other bodies represented on the Committee agreeing that it be so established;

- iii. That the Councils delegate authority to the Chief Executive and Strategic Director, Mr Mitchell, to take all measures necessary for or incidental to the establishment of the Greater Brighton Economic Board and the Greater Brighton Economic Joint Committee and their ongoing management and administration;
- iv. Confirm the appointment of both Leaders of Adur District Council and Worthing Borough Council as representatives of their respective authority on the Greater Brighton Economic Joint Committee and the Greater Brighton Economic Board;
- v. Approve agreement that the right to request that a decision of the Board be called in pursuant to paragraph 1.3 of the call-in protocol set out at appendix one, schedule one, be exercised at the behest of any three members of the Council;
- vi. That the Councils delegate authority to the Monitoring Officer to amend the Councils' constitutions to reflect the above resolutions.

C/043/13-14 Report of the Leader

The Council had before it a report by the Leader, a copy of which had been circulated to all Members and a copy of which is attached to the signed copy of the Minutes as item 8. The Leader invited Members of the Council to ask questions regarding the contents of the report. Members asked questions to which the Leader responded.

Resolved that the Leader's report be noted.

C/052/13-14 Council Tax for the Adur District 2014/15

Council had before it a Notice of Motion submitted by Councillor Parkin, seconded by Councillor Searle, copies of which had been circulated to all Members and a copy of which is attached to the signed copy of these minutes as item 9.

In announcing the budget for 2014/15 the Leader thanked his deputy and other cabinet members for their hard work and support. On speaking about his pride in the achievements for the people in Adur the Leader highlighted the official opening of Portland House in Worthing whilst retaining a local Help Point, the progress to the permanent Civic Presence at the Shoreham Centre with the temporary relocation of the CAB to the Civic Centre. The Council itself had a new leadership in Alex Bailey whom, in his 'Catching the Wave' was focusing on radical change and opportunities for economic growth for the communities. In saying goodbye to a number of long serving staff members the new directors and leadership of the council would move from the senior management costs in 2007-08 of £2.2M to £807.960, a 56% reduction in cost.

The Shoreham footbridge was opened in November by the Duke of Gloucester and the City Deal would be signed shortly. The Leader was particularly proud of the work of the Council's staff in keeping the District secure in the recent exceptional weather. He was working with the MP to encourage investment for Adur Tidal Walls to provide improved

flood defences.

Initiatives to improve the lives of individuals and communities locally included the play streets programme; encouraging local people to grow their own food and improve cooking skills; though the Wellbeing Hubs tackling health issues and ongoing support with good management of budgets for the voluntary and community sector had spread the finances further without a reduction in grants.

As a customer service organisation the Council had received valuable commendations for the service provided to residents for which the Leader thanked the Help Point Staff for the advice, support and guidance provided to clients in often stressful times. The Leader commented on the waste and collection service which had continued during the recent weather conditions –unlike the neighbouring City Council, a recent trade waste contact with Rabbit Group would see a freeze to trade waste with the garden bin service contributing £0.5M revenue through the 10,000 garden bin contracts.

The parks and foreshore service had contributed significantly to the local communities through refurbishment, the holding of open space events, planning of new trees, work with conservation volunteers, redevelopment of the BMX track, outdoor gym installations whilst the new joint grounds maintenance service had responded rapidly during the storm damage. Investment was taking place at Lancing Manor with additional parking at the Centre and new artificial cricket mat installation.

The Leader was proud of the Council doing more for less and highlighted that through his Directorship of IESE, and with the new Chief Executive he would continue to be proud of the achievements, with Worthing as partners the Council would continue to lead the way in Local Government.

The Budget papers before Council set out the detail of the financial management of the Council by officers and Members which saw the Council in a reasonably stable financial position compared with other local authorities. In mentioning that he had entered politics to make a difference, whilst the papers before Council provided an option of an increase in the Council Tax by 1.5%, the Council had in previous years frozen the Council tax. The Leader felt it important to cut tax when able.

The Leader moved a reduction in Council Tax of 1% for 2014/15 with papers circulated at this point to explain the details. Across West Sussex the Council would be on the only one in the County to cut the tax whereas Chichester was increasing by £5 a year, Brighton and Hove City a referendum on a possible 5% increase and the Police Commissioner increasing her requirements by 2%.

The Leader was proud of the achievements in financial management and the efficiency in delivering services leading to £105,000 to be put into reserves – he believed that some of this money should be given back to residents and he urged the Council to support the budget and amendment.

The amendment was seconded by Councillor Beresford.

Councillors in the Chamber rose to support the proposed reduction as being good news for residents.

On a recorded vote the following was announced:

Those voting for the propose amendment (25)

Councillors Carol Albury, Carson Albury, Beresford, Boggis, Bridges, Burns, Coomber, Dollemore, Donaldson, Dunn, Evans, Funnell, Graysmark, Hotton, Kennard, Lewis, McKinney, Mear, Mendoza, Metcalfe, Mockridge, Parkin, Searle, Simmons, Stride.

Those voting against the proposed amendment (0)

Those abstaining (0)

The Chairman announced that the amended Council Tax proposal was carried.

In line with tradition, the Chairman invited the Leader of the Opposition, followed by each of the other parties represented on the Council, in alphabetical order, to address Council on the proposed Council Tax for 2014/15.

The Leader of the Opposition addressed Council mentioning the difficulties faced in the past to set a budget and courage of the Council in moving down the partnership path which had produced the savings and continued services for the residents. She mentioned the work of the Health and Wellbeing staff in looking after particular parts of the area that needed greatest support, particularly mentioning Paul Spedding whose help, advice and knowledge she had found particularly helpful - passing on her thanks for his service to the District. In concluding the Leader of the Opposition congratulated the Leader for his courage in succeeding with the partnership to its current position of strength.

The Leader of the Opposition's comments were echoed by representatives of the other parties.

In speaking other members of the Council recalled previous budget meetings that had finished in the early hours of the morning and had faced difficulties in setting a balanced budget. All staff of the Council, whether working in a single or joint service were thanked for their work in providing services at a reduced cost, continuing in the service delivery when faced with constant change through new ways of working and now a reorganisation and generally supporting the local communities.

Resolved that Council agreed the following:

- i. The draft budgets for 2014/15 at Appendix 7 as submitted in Cabinet Member Portfolio order and the transfer to Reserves leading to a net budget requirement of £9,692,140
- ii. The basic part of Adur Council's requirements in 2014/15 to be £259.20 for a Band D equivalent property
- iii. The special expenses part of Adur Council's requirements in 2014/15 to be £17.55 for a Band D equivalent property
- iv. The average Band D equivalent for Adur per paragraph 3(f), to be £271.51

Following from the above resolutions, the Council approved the following:

1. Noted that on 4th February 2014, the Cabinet calculated the Council Tax Base 2014/15.
 - (a) for the whole Council area as **19,697.8** [Item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended (the “Act”)]; and
 - (b) for dwellings in those parts of its area to which a Parish precept relates as in the attached Appendix C
2. That the Council Tax requirement for the Council’s own purposes for 2014/15 (excluding Parish precepts) is **£5,348,540**.
3. That the following amounts be calculated by the Council for the year 2014/15 in accordance with Sections 31 to 36 of the Act:
 - (a) **£49,023,933** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils
 - (b) **£43,310,530** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
 - (c) **£5,713,403** being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act, as its Council Tax requirement for the year. (Item R), in the formula in Section 31B of the Act).
 - (d) **£290.05** being the amount at 3(c) above (Item R), all divided by Item T (1(a) above), calculated by the Council in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
 - (e) **£364,863** being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act (as per the attached Appendix C).
 - (f) **£271.53** being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by Item T (1(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year.
 - (g) **£243,399** being the aggregate amount of all special expenses (not applicable in the Lancing Parish area)
 - (h) **£259.20** being the amount at 3(d) above less the result given by dividing the amount at 3(e) and 3(g) above by Item T (1a above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept or Special Expense relates.

4. That it be noted that for the year 2014/15 the West Sussex County Council and The Police and Crime Commissioner for Sussex have issued precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each category of dwellings in the Council's area as indicated in the table below:-

All of the Council's Area 2014/15	Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
West Sussex County Council	774.66	903.77	1,032.88	1,161.99	1,420.21	1,678.43	1,936.65	2,323.98
The Police and Crime Commissioner for Sussex	94.08	109.76	125.44	141.12	172.48	203.84	235.20	282.24

5. That the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the amounts shown in Appendix B as the amounts of Council Tax for the year 2014/15 for each part of its area and for each of the categories of dwellings.

APPENDIX B

Lancing Parish Council

Council Tax Schedule 2014/15	Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
West Sussex County Council	774.66	903.77	1,032.88	1,161.99	1,420.21	1,678.43	1,936.65	2,323.98
Sussex Police Authority	94.08	109.76	125.44	141.12	172.48	203.84	235.20	282.24
Parish of Lancing	204.90	239.05	273.20	307.35	375.65	443.95	512.25	614.70
TOTAL	1,073.64	1,252.58	1,432.52	1,610.46	1,968.34	2,326.22	2,684.10	3,220.92

Sompting Parish Council

Council Tax Schedule 2014/15	Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
West Sussex County Council	774.66	903.77	1,032.88	1,161.99	1,420.21	1,678.43	1,936.65	2,323.98
Sussex Police Authority	94.08	109.76	125.44	141.12	172.48	203.84	235.20	282.24
Parish of Sompting	205.50	239.75	274.00	308.25	376.75	445.25	513.75	616.50
TOTAL	1,074.24	1,253.28	1,432.32	1,611.36	1,969.44	2,327.52	2,685.60	3,222.72

Unparished Areas

Council Tax Schedule 2014/15	Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
West Sussex County Council	774.66	903.77	1,032.88	1,161.99	1,420.21	1,678.43	1,936.65	2,323.98
Sussex Police Authority	94.08	109.76	125.44	141.12	172.48	203.84	235.20	282.24

Unparished Areas of Adur Council	184.50	215.25	246.00	276.75	338.25	399.75	461.25	553.50
TOTAL	1,053.24	1,228.78	1,404.32	1,579.86	1,930.94	2,282.02	2,633.10	3,159.72

APPENDIX C

Council Tax Base

	2013/14 Tax Base	2014/15 Tax Base
Lancing	5,818.90	5,860.30
Sompting	2,601.00	2,622.00
Unparished	11,260.80	11,215.50
TOTAL	19,680.70	19,697.80

Parish Precepts

Parish Precepts	2014/15	2013/14
Lancing Parish Council	£282,170	£278,000
Sompting Parish Council	£82,693	£82,693
Total	£364,863	£360,693

On a recorded vote:

Those voting for the proposal (25)

Councillors Carol Albury, Carson Albury, Beresford, Boggis, Bridges, Burns, Coomber, Dollemore, Donaldson, Dunn, Evans, Funnell, Graysmark, Hotton, Kennard, Lewis, McKinney, Mear, Mendoza, Metcalfe, Mockridge, Parkin, Searle, Simmons, Stride.

Those voting against the proposed amendment (0)

Those abstaining (0)

The Chairman declared the meeting closed at 8.17pm, it having commenced at 7pm.

Chairman