



# **COUNCIL MEETING**

**15 December 2016**





Communities Directorate

6 December 2016

**Council Meeting  
15 December 2016**

Queen Elizabeth II Room,  
The Shoreham Centre, Pond Road,  
Shoreham-by-Sea

**7:00pm  
Agenda**

**ALL MEMBERS OF THE COUNCIL are hereby summoned to attend for the following business:**

**Part A**

- 1. Apologies for absence**
- 2. Declarations of Interest**

Members and officers must declare any disclosable pecuniary interests in relation to any business on the agenda. Declarations should also be made at any stage such an interest becomes apparent during the meeting.

If in doubt contact the Legal or Democratic Services representative for this meeting.

- 3. Confirmation of Minutes**

To approve the minutes of the Meeting of the Council Monday 24 October 2016, copies of each have been previously circulated. A copy is available to view at <http://www.adur-worthing.gov.uk/meetings-and-decisions/committees/adur/council/>

#### 4. Questions from the public

To receive any questions from Members of the public addressed to Members of the Executive in accordance with Council Procedure Rule 11. There is up to 5 minutes for each question, one supplementary question may be asked arising from the original question.

Questions must relate to any matter the Council has power or which affects the District except no question may be asked on

- a) A specific planning or licensing application
- b) A specific staffing appointment or appeal or Standards determination

Public question time will last up to 30 minutes; questions will be taken in order of receipt. The deadline for submission of questions is **Tuesday 13 December at 12 noon.**

Questions to be submitted to [democratic.services@adur-worthing.gov.uk](mailto:democratic.services@adur-worthing.gov.uk). Copies of questions submitted will be placed on the website before the meeting.

For further information contact Julia Smith, Democratic Services Manager on [Julia.smith@adur-worthing.gov.uk](mailto:Julia.smith@adur-worthing.gov.uk)

#### 5. Announcements by the Chairman, Leader of the Council, Executive Members and / or Head of Paid Service

To include the presentation of the Distinction in Building Awards for Adur.

#### 6. Items raised under urgency provisions

To consider any items the Chairman has agreed are urgent.

#### 7. Recommendations from the Executive and Committees to Council

To consider recommendations to the Council, details of which will be circulated once as 7A, once the recommendations from the meetings have been published. Full reports are available on the website as listed below:

	<b>Executive/Committee</b>	<b>Date</b>	<b>Item</b>
A	Joint Strategic	6 December 2016	<p>i) 'Platforms for our Places' - unlocking the power of the people, communities and our local geographies <a href="https://www.adur-worthing.gov.uk/media/media_142449.en.pdf">https://www.adur-worthing.gov.uk/media/media_142449.en.pdf</a></p> <p>ii) Capital Investment Programme 2017/18 to 2019/20 <a href="https://www.adur-worthing.gov.uk/media/media_142451.en.pdf">https://www.adur-worthing.gov.uk/media/media_142451.en.pdf</a></p>

## 8. Report of the Leader on decisions taken by the Executive

To receive a report from the Leader as item 8. The report contains decisions taken by the Executive, Executive Members and/or the Joint Strategic Committee since the last Council meeting. An updated report will be circulated once the Joint Strategic Committee decisions of 6 December have been published.

There is up to 15 minutes for Executive Members to make any statements on the report.

There is up to 15 minutes for Executive Members to respond to questions on the report; these questions will not be the same as any to be asked under Item 10.

(**Note:** Papers relating to items under 7 and 8 have been previously circulated. If any Member requires further copies please contact Democratic Services or visit the Council's website [www.adur-worthing.gov.uk/.](http://www.adur-worthing.gov.uk/))

## 9. Members Questions under Council Procedure Rule 12

Members question time will last up to 30 minutes, questions will be taken in order of receipt, in rotation from each political group on the Council. The deadline for submission of questions is **Tuesday 13 December at noon**. Questions to be submitted to [democratic.services@adur-worthing.gov.uk](mailto:democratic.services@adur-worthing.gov.uk)

Questions received will be circulated at the meeting.

Questions can be asked of the following:

- a) The Chairman
- b) A Member of the Executive
- c) The Chairman of any Committee
- d) The Council's representative on any outside body

Questions can not be asked on the following

- a) A specific planning or licensing application
- b) A specific staffing appointment, appeal or Standards determination

## 10. Motions on Notice

To receive from the Director for Communities, a Motion on Notice as item 10.

*(Once the Motion has been proposed and seconded, in accordance with Council Procedure Rule 14.5.3 (iii) , the Motion will be debated at the meeting).*

## Part B - Not for Publication – Exempt Information Reports

None.



Director for Communities

## Recording of this meeting

The Council will be voice recording the meeting, including public question time. The recording will be available on the Council's website as soon as practicable after the meeting. The Council will not be recording any discussions in Part B of the agenda (where the press and public have been excluded).

For Democratic Services enquiries relating to this meeting please contact:

Julia Smith  
Democratic Services Manager

01903 22 1150

[Julia.smith@adur-worthing.gov.uk](mailto:Julia.smith@adur-worthing.gov.uk)

For Legal Services enquiries relating to this meeting please contact:

Susan Sale  
Solicitor to the Councils and Monitoring Officer

01903 22 1119

[susan.sale@adur-worthing.gov.uk](mailto:susan.sale@adur-worthing.gov.uk)

**Extract from the Joint Strategic Committee - 6 December 2016**

**JSC/070/16-17      “Platforms for our Places” - Unlocking the power of people, communities and our local geographies**

Before the Committee was a joint report by the Chief Executive, 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 6.

The report informed the Committee that the idea behind *Platforms for our Places* (Appendix 1) was evolutionary, not revolutionary from *Surf's Up*. Drawing on the themes of *Surf's Up* the Councils recognised they could not and should not seek to do everything for everyone.

Their role had been focussed on provision of essential services and the creation of the required “platforms” upon which others in the communities of Adur and Worthing were able to do the things, which would create and sustain long term prosperity.

The document identifies 5 key platforms namely:-

- Our Financial Economies
- Our Social Economies
- Stewarding our Natural Resources
- Services and Solutions for our places
- Leadership of our Places

Underpinning each of the platforms were a series of commitments for both Councils (and a range of stakeholders) to create, sustain and further develop the platforms. They were serious statements of intent which were ambitious and accompanied by realistic timescales for implementation.

Members noted that *Platforms for our Places* had been developed in parallel with the 2017/18 budgets and that officers would bring an update report to the Joint Strategic Committee on a 6 monthly basis with an annual look at what had gone well and what had not.

A Member asked whether *Platforms for our Places* had been shared with our partners. Officers advised that the position of partners on a range of issues and what they were interested in doing was known and that a series of conversations would take place during January and February 2017.

A Member suggested that the timescale given for project 2.2.4 under commitment 2.2 was not specific enough. Officers agreed to review the timescale and identify a month for the delivery of a plan.

The Committee expressed their support for *Platforms for our Places* which prepared both Councils for the big financial challenges ahead whilst maintaining their ambitions.

## **Decision**

That the Joint Strategic Committee considered the draft *Platforms for our Places* approach and recommended that:-

- 1. Adur District Council consider the draft *Platforms for our Places* document and endorse the approach as one of Adur District Council's strategic documents for the next 3 years;**
2. Worthing Borough Council consider the draft *Platforms for our Places* document and endorse the approach as one of Worthing Borough Council's strategic documents for the next 3 years;
3. That if (1) and (2) above are agreed, that officers be instructed to:-
  - design the document and means of communicating it in a low cost and digitally friendly manner
  - to begin the key conversations with strategic partners
  - to put in place the suggested oversight arrangements

<https://www.adur-worthing.gov.uk/media/media.142449.en.pdf>



**Extract from the Joint Strategic Committee - 6 December 2016**

**JSC/072/16-17 Capital Investment Programme 2017/18 - 2019/20 Adur District Council, Worthing Borough Council and Joint Committee**

Before the Committee was a report by the Director for Digital & Resources, 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 8.

The report recommended the schemes for inclusion in the overall Capital Investment Programme for the three years 2017/2018 - 2019/2020 for Adur District Council, Worthing Borough Council and the Joint Strategic Committee.

The report informed the Joint Strategic Committee of the resources available for future capital investment, and updated Members about the financing of the proposed three-year programmes.

Officers outlined some of the work being undertaken as part of the Capital Investment programme including, good progress in the delivery of the Kitchen & Bathrooms programme in Adur Homes properties; the refurbishment of Colonnade House and creation of new artist studio space which was proving to be a great success; the play area at the Gallops; Homefield skatepark and the car park extension at the crematorium.

The prioritised programme of work was very extensive and the details of which were included as appendices to the report.

It was proposed and seconded that Bid 25, *'Town Centres and Street Scene - Improvements to the visual quality of the town centres and street scene in Adur District'* replace Bid 20, *'Shoreham Centre - Provision of a DDA changing places facility'* in the bids submitted for the Adur Capital Investment Programme 2017/18 - 2019/20.

**Decision,**

The Joint Strategic Committee:-

- (i) approved increasing the Worthing Borough Council programme by £0.85m to provide for the Environmental Improvements to Brooklands Lake;
- (ii) approved increasing the Adur District programme by £84,000 for the installation of new stand pipes;
- (iii) considered the three General Fund Capital Investment Programmes for the three-year period 2017/18 to 2019/2020 and confirmed the schemes to be included as detailed in Appendix 2, 3 and 4, as amended by decisions (a) and (b) above and to replace bid 20 with bid 25 in the Adur Capital Investment Programme 2017/18 - 2019/20;
- (iv) agreed the Adur Housing Renovation Programme for the three-year period 2017/18 to 2019/2020 as detailed at Appendix 5;
- (v) agreed the amendments and additions to the reserve lists as detailed in Appendices 6 and 7;
- (vi) recommended the 3 Year Programmes for approval by the respective Councils on the 20th December 2016 (Adur) and 15th December 2016 (Worthing).**

<https://www.adur-worthing.gov.uk/media/media.142451.en.pdf>

**Report of the Leader on Decisions taken by the Executive, Executive Members and the Joint Strategic Committee since the last meeting of Council**

**A Decisions Taken by Individual Executive Members**

Listed below is a summary of decisions taken by the individual Executive Members since the despatch of the agenda for the last ordinary Council Meeting . Full details can be found on the Executive Members and Portfolios, Reports and Decisions webpage.

<http://www.adur-worthing.gov.uk/meetings-and-decisions/committees/adur/cabinet-member-decisions/>

**Leader**

LDR/016/16-17 Outside Body - Adur Community Leisure

**Executive Member for Regeneration**

REG/015/16-17 Draft Shoreham Harbour Joint Area Action Plan

**Executive Member for Resources**

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**Executive Member for Customer Services**

CSE/013/16-17 Community Alarm Provision in Sheltered Housing (Adur Homes)

**Executive Member for the Environment**

ENV/011/16-17 Halewick Lane Allotments

ENV/012/16-17 Review of Adur Off Street Parking

**Executive Member for Health and Wellbeing**

JAW/004/16-17 Food Safety Service Plan for 2016/17 and update on food hygiene ratings - Report

**B. Decisions Taken by the Joint Strategic Committee on 08 November 2016**

Full details can be found: [www.adur-worthing.gov.uk/committee/cab-docs-joint-strategic.htm](http://www.adur-worthing.gov.uk/committee/cab-docs-joint-strategic.htm)

*Items relating to Worthing Borough Council are not reproduced on this agenda*

**JSC/048/16-17      Annual Treasury Management Report 2015/16 Adur District Council and Worthing Borough Council**

**Decision:**

The Joint Strategic Committee noted the contents of the report.

**JSC/049/16-17      Gigabit West Sussex - an ultrafast broadband model for the County**

**Decision**

That the Joint Strategic Committee:-

1. re-affirmed its “Surf’s Up” strategic aim to bring ultrafast (gigabit) connectivity to Adur & Worthing and extends this support to other towns in West Sussex, for the benefit of businesses and the public sector, and ultimately homes;
2. recommended the project to the West Sussex Chief Executive’s Forum and supported the presentation of a business case for project funding, to the benefit of all districts and boroughs in the county;
3. agreed that Adur & Worthing be the first “call off” from the framework, and that the Councils’ sites be included in procurement alongside WSCC sites, accepting the principle of securing a long term right to use of up to 20 years for a capital sum, whose revenue cost can be accommodated within the forecasted revenue budget envelope;
4. acknowledged that should additional funds be needed, whether because the market demanded it for the provision of gigabit services, or there was a broader investment opportunity available attracting gainshare, that a subsequent report would be presented making the case for investment.

**JSC/051/16-17      Joint West Sussex Scrutiny Review - Housing Provision for Care Leavers**

**Decision,**

The Joint Strategic Committee delegated authority to the Executive Members for Health & Wellbeing and Executive Members for Customer Services, in consultation with the Director for Communities, to provide appropriate comments back to the West Sussex Joint Scrutiny Steering Group on behalf of Adur and Worthing Councils.

**JSC/052/16-17      Impulse Leisure Lancing Manor - Car Park Extension**

**Decision,**

The Joint Strategic Committee approved the creation of a permanent extension to the existing surfaced car park, including lighting at Lancing Manor funded from the £267,400.00 budget provision included in the Capital Investment Programme.

**C.      Decisions Taken by the Joint Strategic Committee on 06 December 2016**

Full details can be found: [www.adur-worthing.gov.uk/committee/cab-docs-joint-strategic.htm](http://www.adur-worthing.gov.uk/committee/cab-docs-joint-strategic.htm)

*Items relating to Worthing Borough Council are not reproduced on this agenda*

**JSC/069/16-17      Conclusion of the 24-month “Surf’s Up” Programme**

**Decision:**

The Joint Strategic Committee noted the contents of the report and the lessons learnt.

**JSC/071/16-17      Updated Outline 5-Year Forecast and Savings Proposals**

**Decision,**

The Joint Strategic Committee

- (i) noted the current 5 year forecast;
- (ii) approved the proposed savings as set out in appendix 3 of the report.

**JSC/073/16-17      Joint Half Year In-House Treasury Management Operations Report 1 April - 30 September 2016 for Adur District Council and Worthing Borough Council**

**Decision,**

The Joint Strategic Committee noted the contents of the report.

**JSC/075/16-17      Motion on Notice - Adur District Council**

**Decision,**

The Joint Strategic Committee:-

- i) considered the Notice of Motion as attached to the report as Annex A;
- ii) agreed that no further action be taken regarding the Notice of Motion on the basis of the likely cost of implementation.

**D.      Urgent Decisions Taken by the Executive**

Local Authorities (Executive Arrangements)(Access to Information)(England) Regulations 2000 as amended.

The following is reported to Council:

Nil.

Councillor Neil Parkin  
Leader of the Council

**Local Government Act 1972**

**Background papers**

Reports and Record of decisions of various are available on the Council's web site [www.adur-worthing.gov.uk](http://www.adur-worthing.gov.uk) or as indicated in each of the paragraphs above. Some of the reports contain exempt information and not fully published on the websites.

## Motion on Notice

### **‘Count them in’ - Making the next census count for our Armed Forces community**

The ‘Count Them In’ campaign launched by the Royal British Legion in May 2016, highlights the lack of gathered knowledge on members of our armed forces, their communities, where they live and their needs to support and deliver the principles of the Armed Forces Covenant.

The ‘Count them in’ campaign calls on the UK, Scottish and Northern Irish governments to include a new topic in the 2021 census that concerns military service and membership of the Armed Forces community. The Legion maintains that the 2021 census provides a unique opportunity for the nation to produce a comprehensive snapshot of its Armed Forces population, ensuring that resources and policies can be evidence-based and reach those who most need our support.

Locally capturing this data will enable better understanding of the population in Adur and Worthing, specifically Regular and Reservist Serving personnel, veterans and their families leading to more focused support the Armed Forces community in line with the principles each Council has signed up to in the Armed Forces Covenant.

The Council calls upon the UK Parliament to include in the final census questionnaire questions concerning our Armed Forces community.

Proposed by: Councillor George Barton, Armed Forces Champion

Seconded by: Councillor David Simmons

Relevant Council Policies:

Community Covenant

<https://www.adur-worthing.gov.uk/about-the-councils/corporate-strategies-and-policies/community-covenant/>

Local Government Act 1972

Background papers: Emails Councillor Barton and Councillor Simmons 15 November 2016





