

**Minutes of the Meeting of the Council
held in the Queen Elizabeth II Room
at the Shoreham Centre,
Pond Road, Shoreham-by-Sea**

24 April 2018

Councillor Peter Metcalfe - Chairman
Councillor Joss Loader - Vice-Chairman

Councillor Carol Albury	Councillor Emma Evans
Councillor Carson Albury	Councillor Jim Funnell
Councillor Les Alden	*Councillor Paul Graysmark
Councillor George Barton	*Councillor Liz Haywood
*Councillor Ken Bishop	Councillor Emily Hilditch
*Councillor Ann Bridges	Councillor Barry Mear
Councillor Brian Boggis	Councillor Robin Monk
Councillor Kevin Boram	Councillor Neil Parkin
Councillor Clive Burghard	*Councillor Geoff Patmore
Councillor James Butcher	Councillor Lyn Phillips
Councillor Lee Cowen	Councillor David Simmons
Councillor Stephen Chipp	Councillor Ben Stride
Councillor Brian Coomber	*Councillor Sami Zeglam
Councillor Angus Dunn	

* = Absent

C/055/17-18 Apologies for absence

Apologies for absence were received from Councillors Phillips, Haywood, Patmore, Bridges, Graysmark and Zeglam.

C/056/17-18 Declarations of Interest

Members were invited to make any declarations of disclosable pecuniary interests.

No declarations were made.

C/057/17-18 Questions from members of the Public

The following questions were received from Adur residents.

Question 1 - Mr Balfe to the Leader of the Council

'It has come to my attention that an ex-Adur Councillor is closely associated with the developers for the very large residential development presently proposed for the riverside Howard Kent site, East of Kingston Wharf in Southwick.

‘Does the Executive Member agree that, to comply with the highest standards of probity, any friends or colleagues should recuse themselves when voting on a planning application associated with an ex-councillor?’

‘Would they agree with me that for democracy to function it is just as important to prevent the appearance of bias as it is to rule out bias itself?’

Response from Councillor Parkin

- Of course Adur District Council recognises and upholds the importance of Probity in Planning, and is specifically provided for in the Council’s Constitution.
- If any Member has a relationship with an ex-Adur Councillor closely linked to a planning application being considered by the Committee, they clearly have a duty and expectation to consider whether this relationship means there is a risk of predetermination or bias.
- Where a Member has predetermined their view or is biased, in accordance with our Constitution and Code of Conduct, they should declare that interest and withdraw from being a member of the Committee.

There was no supplementary question.

Question 2 - Mr Balfe to the Executive Member for Resources

‘The Southwick Square Shopping Centre Traders reported a huge increase in trade when the free Saturday parking was introduced. Can the executive Member let me know the daily loss of income this caused, and what is the rates income from the Southwick Square Traders?’

‘Will the council investigate the continuance of this concession, so as to improve the the long-term viability of the Shopping Centre?’

Response from Councillor Dunn:

- The trial to offer free Saturday parking between 30 September and 30 December at Southwick Square Shopping Centre was a huge success, the Council is looking at extending this in future.
- Working with the traders the Council offered to cover the loss of income from this trial which was a total of £1,890.
- The Council has little say over Business Rates, the rateable value is set by the Valuation Office with the multiplier set by the Government. There are 37 properties liable for Business Rates and in respect of 2017/18
 - The total gross charge was £196,511.13
 - 27 properties were awarded relief totalling £101,888.35
 - The total net charge was £94,622.78
- The Council is proud of Southwick Square, owning the majority of the shops. The current policy was to look after the viability of the shopping centre and to protect this but also to provide choice for shoppers it does not allow more than 2 shops of the same type. Recent vacancies had received multiple applications for occupancy with a recent letting for a micropub due to open towards the end of May.

On a supplementary question as to whether the Council had looked at a 1 hour free car parking scheme, the Executive Member responded that the considerations for a car parking scheme went beyond this suggestion.

Question 3 - Mr Lincoln

'Can the council confirm it is committed to maintaining the common land of the Meads, which was donated to the people of Shoreham, as a grass area with continued access for all, and that development proposals for this land will not be successful?

'The background to this question lies with the 2009 agreement (decision CGE/007/09-10 'Disposal of Land for Development') allowing a 25 year lease to WSCC to erect and maintain a fence 90 cm high on part of the Meads for use by Swiss Gardens school with continued public access when not in use by the school. The Head Teacher of the school has said he will, given funding, attempt to convert the leased space into a Multiple Use Games Area for exclusive use by the school, which would have a high fence and no public access".

Response from Councillor Evans

The Council has been looking at a proposal to improve drainage for the Meads to improve the use of the land for both the school and the local community. As part of these discussions Officers have looked at options for a multi use games area accessible by the school and the local community. However, no plans have been finalised and any proposal would be the subject of a planning application which would be the subject of a full public consultation exercise.

The recently adopted Adur Local Plan recognises the importance of open space and seeks to prevent its loss. However, the Councils' adopted Sports, Recreation and Open Space Strategy also recognises the significant benefit of the shared use of school and community facilities and any planning application would need to be assessed on the overall enhancement of the open space for meeting both the needs of the school and the local community.

Mr Lincoln asked for a written copy of the response, which Councillor Evans agreed to forward the information.

There being time remaining in the the Chairman invited questions from members of the public present. Any unregistered questions may be answered at the meeting or a written answer would be provided in 3 working days.

Mr Bradbury of Fowey Close asked a question on the clean growth strategy and reporting strategy to meet the 5% reduction targets. The Chairman advised that a written answer would be provided.

C/058/17-18 Confirmation of Minutes

Resolved that the minutes of the Council meeting held on 22 February 2018 be agreed as a correct record and they be signed by the Chairman.

C/058/17-18 Announcements by the Chairman, Leader, Executive Members and / or Head of Paid Service

The Chairman announced that he had enjoyed a recent engagement as guest at the Adur Lions 18th Charter Anniversary Dinner.

His recent cycling accident had lead to a fractured rib and sprained wrist, he expended a thank you to all those at Worthing Hospital A&E department for the care he had received.

The Leader explained the small reception prior to the Council meeting had been a gathering of former Leaders of the Council to the unveiling of an Honours Board, he had been delighted that so many old faces had been able to attend the event.

The Leader mentioned those Councillors who were retiring at the forthcoming elections and thanked them for their service on behalf of Adur residents.

The Executive Member for Environment mentioned the Lancing Village Market that had been re-located to North Road with a successful re-launch on the previous Saturday - thanks were due to Councillor Carol Albury and John Kerr the Markets Officer for their hard work.

Councillor Evans also mentioned the planters placed around Lancing sponsored by the Kitchen Shop.

There were no other announcements.

C/059/17-18 Items Raised Under Urgency Provisions

There were no items raised under the urgency provisions.

C/060/17-18 Recommendations from the Executive and Committees to Council

Council had before it recommendations from the Joint Strategic Committee and the Joint Governance Committee. Extracts of these minutes had been circulated and are attached to the minutes as items 7 A to 7 D.

(A) Census Joint Committee - 8 December 2017

Dissolution of the Census Joint Committee

The Leader presented the recommendation from the Committee, which was seconded by Councillor Dunn. The Council was recommended to formally agree to the dissolving of the the Census Joint Committee.

There were no speakers on the item.

On a vote: For 22, Against 0, Abstain 0

Resolved that Adur District Council approves the dissolution of the Census Joint Committee from 1 April and it be removed from the Constitution.

(B) Joint Strategic Committee - 6 March 2018

Redevelopment of former Adur Civic Centre - Phase II Marketing

The Leader presented the recommendation from the Joint Strategic Committee, which was seconded by Councillor Carson Albury. The recommendation was to approve a budget of £150K for the valuation, appraisal and marketing of the Adur Civic Centre Site (southside), with the budget coming from the capital receipt when the site was sold.

A question was asked on the amount of the marketing budget, which the Leader responded that this was an estimate and 'up to' figure.

On a vote: For 19, Against 0, Abstain 3

Resolved that a valuation, appraisal and marketing budget of £150,000 to be funded from the capital receipt generated from the sale of the site be approved.

(C) Joint Governance Committee - 27 March 2018

Amendments to the Constitution

The Joint Chairman presented the recommendation from the Joint Governance Committee for changes to the terms of reference of the Committee and also on a revised Council Procedure Rule 14 relating to Motions on Notice.

The proposal was seconded by Councillor Chipp.

There were no speakers on the item.

On a vote: For 22, Against 0, Abstain 0

Resolved that the Council

1. Adopted the amended terms of reference for the Joint Governance Committee, with effect from 1st May 2018
2. Adopted the amended Council Procedure Rule 14 relating to Motions on Notice with effect from 1st May 2018

(D) Joint Strategic Committee - 10 April 2018

'Start Well, Live Well, Age Well'

The Leader presented the recommendation from the Joint Strategic Committee, which was seconded by Councillor Simmons. The recommendation was for the adoption of the Strategy to improve the health and wellbeing of communities which linked to the public health and wider wellbeing agendas.

There were no speakers on the item

On a vote: For 22, Against 0, Abstain 0

Resolved that the refreshed Public Health Strategy 2018-2021, as outlined in 3.5-3.13 and Appendix I to the report be adopted.

C/061/17-18 Report of the Leader on decisions taken by the Executive

The Leader of the Council presented his report on decisions taken by the Executive since the last ordinary meeting of the Council; which were detailed in Item 8.

There were no questions raised on decisions taken by the Executive.

C/062/17-18 Members Questions under Council Procedure Rule 12

The Chairman announced that the Proper Officer had received 3 questions from Members under CPR 12, which would be asked in accordance with the Rule, one supplementary question may be asked which must arise out of the original question or the reply.

1. Question from Councillor Alden to Executive Member for Customer Services (and Regeneration)

“On March 5th The prime minister gave a major speech on Housing Policy. She promised amongst other things:

Publishing on that day a major overhaul of planning rules

A promise of £44 billion capital for Housing; £5 billion for infrastructure improvements to go alongside planning applications; £1.5 Billion to help small developers

Will the executive member please explain how these proposals will

1. Help Adur’s Waiting list of 900 families
2. Enable Adur to resist the pressure from major developers to build in situations where no satisfactory infrastructure
3. improvement is currently in prospect (eg A259, NMF and Sompting)
4. Enable Adur to itself build housing for rent

How soon can Adur residents expect to see some benefit from the Prime Minister’s Announcements. “

Response by Councillors Boggis and Carson Albury

Councillor Boggis:

- The Prime Minister’s announcements relate to the Government’s ongoing commitment to ‘*Fix the Broken Housing Market*’ and reform of the National Planning Policy Framework to enable home to be built. While we are still waiting on the

details on some of the Prime Minister's announcements, Adur is already reaping the benefits of these announcements.

- On the back of the £5 billion allocated for infrastructure improvements Adur District Council received £10 million through the Housing Infrastructure Fund to unlock development at Free Wharf in Shoreham for 540 homes including 162 affordable apartments.
- Adur Planning Committee and Joint Strategic Committee have both agreed to wait for the outcomes of the Government's consultation on 'Supporting housing delivery through developer contributions' dealing with the reform of section 106 and the Community Infrastructure Levy.
- These reforms propose to provide more clarity and certainty around how developer contributions work, improve transparency, and accelerate development. Proposals to lift section 106 pooling restrictions, allowing CIL charging schedules to be set based on existing use of land, and for setting developer contributions nationally, which would not be negotiated, are among the proposed measures in the National Planning Policy Framework.
- Looking more broadly Adur has been successful in securing Government funding to deliver both infrastructure projects and to deliver more housing for our community:
 - Adur Tidal Walls, £25m - from Environment Agency and LEP
 - New Monks Farm, £5.7m - from LEP
 - Adur Civic Centre, £1.17m - from LEP
 - Flood Defence for the Western Harbour Arm £3.5 m

Councillor Carson Albury:

- The Council is also working with partners to build affordable housing for the first time in many years on the Adur Homes site in Albion Street as well as bringing forward other redevelopment opportunities (eg Cecil Norris House) and we are assessing the scope for further infill developments on other vacant and surplus land. As a Council we are actively discussing with other partners how we can unlock underutilised land to help meet our housing needs.
- The Council looked forward to a relaxing of the borrowing limit that would enable it to build its own social housing, until this was forthcoming the Council would work with as many partners as necessary to build more affordable social housing.

2. Question from Councillor Cowen

'The UK currently recycles just 37.9% of its plastic waste and is in tenth place among the top-ranked municipal waste recyclers in Europe. Simply put, the UK needs to do something about its recycling rate. Recent beach cleans in Adur reveal the extent of the problem for our marine environment.

'Adur District council can be at the forefront of this push by being an early adopter of the DRS (Deposit Return Systems) that the government is currently consulting on. By levying a charge at the point of purchase and returning your money when you returning the bottle, consumers will have an actual, personal, incentive to recycle their bottles.

'Does the executive member for the environment agree that considering our location by the sea, we should be an early adopter?'

Response by Councillor Evans

- Following the Government's release in January 2018 of its 25 year Environment Plan, the Council has watched with interest the initiatives that have started to be released from the overall plan.
- The DRS (Deposit Return Scheme) which the government has confirmed it will introduce in England for single use drinks containers (whether plastic, glass or metal) is subject to consultation later this year.
- The consultation will look at the details of how such a scheme would work, alongside other measures to increase recycling rates.
- The consultation will sit alongside a package of wider reforms of the current packaging waste system, which will incentivise producers to take greater responsibility for the environmental impacts of their products and to increase the amount of packaging they recycle.
- Adur District Council welcomes and fully supports this initiative and awaits the outcome of the consultation with consumers, manufacturers and suppliers. The roll out of the scheme we understand will be introduced nationally rather than Council by Council.

3. Question from Councillor Alden to the Leader

'In relation to staff employed in undertaking services in Adur:
How many redundancies will result from full implementation of the 2018/19 budget.

'What departments are these in.

'How many of these redundancies have so far not been agreed as voluntary.'

Response from Councillor Dunn as Executive Member for Resources

- There were 2 redesigns currently being considered, Parking Services and Environmental Services.
- Unison was involved in the consultation process
- For Environmental Services there were 260 members of staff with a reduction in posts of 14 - 7 expressions of voluntary redundancy had been made. Deployment opportunities were being considered.

The Executive Member remarked that on the 9 occasions during the year when he had reports on staffing matters, no member of the opposition had got in touch with him; he encouraged members to get involved with the decision making.

The Chairman declared the meeting closed at 7.45pm having commenced at 7.00pm.

Chairman