

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

19 July 2018

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

Councillor Joss Loader, Chairman
Councillor George Baron, Vice-Chairman

Councillor Carol Albury	Councillor Angus Dunn
Councillor Carson Albury	Councillor Emma Evans
*Councillor Catherine Arnold	Councillor Paul Graysmark
Councillor Les Alden	Councillor Liz Haywood
Councillor David Balfe	Councillor Paul Mansfield
Councillor Pat Beresford	Councillor Andy McGregor
Councillor Brian Boggis	Councillor Peter Metcalfe
Councillor Kevin Boram	Councillor Barry Mear
Councillor Ann Bridges	*Councillor Robin Monk
Councillor Clive Burghard	Councillor Lavinia O'Connor
Councillor Stephen Chipp	Councillor Neil Parkin
Councillor Dave Collins	Councillor David Simmons
Councillor Brian Coomber	*Councillor Sami Zeglam
Councillor Lee Cowen	

* = Absent

Prior to the start for the meeting the Chairman made the following announcement: Former Councillor David Lambourne died recently, he was a represented Mash Barn until his resignation last summer. On behalf of the Council I have sent condolences to his widow, Lyn, and his family. To mark his service to the residents of Adur, please stand with me for a minute's silence and contemplation. Thank you.

C/013/18-19 Apologies for absence

Apologies for absence had been received from Councillors Robin Monk, Catherine Arnold and Sami Zeglam

An apology had also been received from the Chief Executive

C/014/18-19 Declarations of Interest

There were no declarations of interest declared.

C/015/18-19 Questions from the Public

There were no questions from the Public

C/016/18-19 Confirmation of Minutes

Resolved that the minutes of the meeting held on 17 May 2018 be approved as a correct record and be signed by the Chairman

C/017/18-19 Announcements by the Chairman and / or Head of Paid Service

The Chairman made the following announcements:

I have received a very nice photograph and thank you card from the Duke and Duchess sent to the people of Adur, following my letter to them offering our very best wishes on behalf of our residents on their special day.

I am delighted to announce that two Adur citizens were recognised in the recent Queen's Birthday Honours List

They were made Members of the Order of the British Empire and I have written and congratulated both men, and invited them, and their families, to tea parties at the Shoreham Centre.

The first was Shoreham resident, Gareth Ledbetter, lately Head of Screening and the Research Team at the Home Office for services to Border Security.

The second was Dr Simon Edwards, Senior Lecturer in Youth Studies at the University of Portsmouth for services to youth work and education of young people.

My very sincere thanks and congratulations to both Gareth and Simon.

My very sincere thanks to those councillors who have already contacted me and offered to organise fundraising drives to provide defibrillators in their wards. Particular thanks to Cllr Carol Albury who has already raised funds to provide a defibrillator in Manor Ward.

The good news is that the Sussex Heart Charity has offered to match-fund all donations meaning that they will cover half the cost of the £1,250 purchase price. Very good news indeed.

A Shoreham business is also spear-heading a fund-raising drive to provide defibrillators outside The Bridge Inn and the Shoreham Centre.

On a final note i am sure the whole council would join me in congratulating Councillor Peter Metcalfe on his year as Chairman of Adur last year.

There were no announcements from the Leader or Executive Members

There were no announcements from the Director for Communities.

C/018/18-19 Items Raised Under Urgency Provisions

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

C/019/18-19 Recommendations from the Executive and Committees to Council

The Council had before it recommendations from the Joint Overview and Scrutiny Committee (items 7A and 7C, recommendations from the Joint Governance Committee item 7B and recommendations from the Joint Strategic Committee 7D

(A) Joint Overview and Scrutiny Committee - 22 March 2018

Work Programme 2018/19

The Chairman of the Joint Overview and Scrutiny Committee presented the recommendation to the Council. There were no questions. The Chairman moved the recommendation before the Committee which was seconded.

The Leader of the Council addressed the Council and stated that the Committee would be scrutinising the budget outturn at its next meeting it had also been asked that Scrutiny look at proposed savings for the coming budget in the autumn. However the final budget should be removed from the Scrutiny work programme as it was the Leaders contention that the budget was a matter for Full Council to scrutinise and not the Scrutiny Committee. An amendment was proposed and seconded that scrutiny of the full budget be removed from the Scrutiny work programmes. There was general support for the amendment and,

On a vote: for 25 against 0 abstain 0

On the substantive motion to approve the recommendation a Member stated that there were transport strategy meetings being undertaken at county level and there was a desire to make sure that a proposed review on Transport Strategy could link across authorities to prevent duplication. The Committee voted on the substantive motion as amended,

On a vote: for 25 against 0 abstain 0

Resolved: that the Joint Overview and Scrutiny Work Programme 2018/19, as amended, be approved

(B) Joint Governance Committee - 31 May 2018

Whistleblowing Policy

The Chairman of the Joint Governance Committee presented the recommendation on the Whistleblowing Policy to the Council. The Chairman answered a question by explaining the process of the union engaging with the formation of the policy, commenting that it was in everyone's interest to accept the policy.

On a vote: for 25 against 0 abstain 0

Resolved: that the Whistleblowing protocol be adopted as part of the Constitution, subject to consultation with Unison

(C) Joint Overview and Scrutiny Committee - 21 June 2018

Annual Report 2017/18

The Chairman of the Joint Overview and Scrutiny Committee presented the recommendation on the Annual Report 2017/18. There were no questions and the Chairman moved the recommendation, which was seconded.

A Member noted that there were no call-in reviews on the Scrutiny work programme and there was a debate amongst members concerning the use and function of call-in.

On a vote: for 25 against 0 abstain 0

Resolved: that the Joint Overview and Scrutiny Annual Report for 2017/18 be approved

(D) Joint Strategic Committee 10 July 2018

(i) Mid term review and refresh of Platforms for our Places Programmes of Commitments

The Leader introduced the recommendation before members and there were no questions. The Leader answered a question on the size and availability of the report and moved the recommendation which was seconded.

On a vote: for 20 against 0 abstain 5

Resolved: that the Council approve and incorporate the proposed refreshed commitments;

(ii) (a) Financial Performance in 2017/18 - Capital Projects and Outturn

The Leader introduced the recommendation before members and there were no questions. The Leader moved the recommendation which was seconded

On a vote: for 25 against 0 abstain 0

Resolved: that the Council;

- a. Note the overall capital final outturn for 2017/18;
- b. Agree the net carry over of General Fund Capital underspends for Adur District Council as detailed in paragraph 5.3;
- c. Approve the financing of the Adur District Council 2017/18 Capital Investment Programme, including the use of capital receipts as set out in paragraphs 5.1 and 5.2;

- d. Approve the amendment and addition of new schemes funded from underspend as summarised in paragraph 5.6.

(ii) (b) Financial Performance 2017/18 - Revenue

The Leader introduced the recommendation before members and was questioned about the level of underspend and recommended levels of the general reserve. The Leader moved the recommendation which was seconded

On a vote: for 25 against 0 abstain 0

Resolved: that the Council

- a. Note the overall final outturn for 2017/18;
- b. approve the net appropriations to General Fund Reserves in the year as detailed in paragraph 6.3 totalling:
 - i. Adur District Council £655,819
- c. agree the net carry over of revenue budget to 2018/19 funded from reserves as detailed in paragraph 6.1:
 - i. Adur District Council £88,680;
- d. approve the establishment of a new Business Rates Smoothing Reserve for Adur District Council as detailed in paragraph 4.12; to earmark funds to address the timing difference between the Business Rates income received in the General Fund in year (net of reliefs), and the grant income paid from Central Government to reimburse lost revenue as a consequence of Government policy decisions on reliefs.

(iii) Achieving Financial Stability - Budget Strategy for 2019/20 and beyond

The Leader introduced the recommendation before members. The Leader moved the recommendation which was seconded

A Member noted that the future level of savings needed was significant given a reduction in precept and an increase on the demand for services and that it the Councils should put pressure on central government to get more money for the District. The Council was told of the Executive's involvement in lobbying on behalf of the District

On a vote for 20 against 0 abstain 5

Resolved: That the budget strategy for 2019/20, as outlined in Section 10 of the report, be approved

(iv) Investing for the Future - our Capital Strategy

The Leader introduced the recommendation before members and there were no questions. The Leader moved the recommendation which was seconded

On a vote for 25 against 0 abstain 0

Resolved: that the Capital Strategy 2019/22 be approved

(v) Commercial Property Investment Strategy

The Leader introduced the recommendation before members and was answered about the current level of and future levels of investment.

During debate a member expressed misgivings about the risk the Council exposed itself to by investing in commercial property particularly in light of the risk and economic uncertainty posed by Brexit.

An amendment was proposed and seconded that further investment be halted for a year until Brexit. The Leader and Executive Member for Resources sought to assuage any fears by explaining that investments were low risk and long term. Risks were identified with measures in place to mitigate those risks. The commercial property investment strategy was part of a series of measures to enable the Councils to grow the District and survive. The Leader moved the recommendation which was seconded

On a vote for the amendment; for 5 against 18 abstain 2

On a vote for the substantive motion to approve the recommendation; for 20 against 5 abstain 0

Resolved: that the Property Investment Strategy be approved

(vi) Delivery of new homes through the Adur District Council Housing Revenue Account

The Leader introduced the report to the Committee and answered questions, with the assistance of the Executive member for customer Services relating to contingency provision and the general ability of councils to build Council housing within current financing guidelines. The Leader moved the recommendation which was seconded

On a vote; for 25 against 0 abstain 0

Resolved: That Adur District Council approve a budget of £3.3m (including fees) for the redevelopment of Cecil Norris House;

C/020/18-19 Members Questions under Council Procedure Rule 12

The Chairman announced that the Proper Officer had received 1 question from a Member 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 the Leader

Will the Leader of the Council agree with me that, in respect of reports from officers to members which propose redundancy or staff reorganisation, there would be better informed decision making if the report included comments from the recognised trade union including any alternative suggestions the recognised union may wish to put forward. Will he instruct officers accordingly?

Response from Councillor Parkin

Councillor Parkin told the Council that the matter was more relevant to the Executive Member for Resources, however he would answer the questions

The Leader told the council that The new 'Managing Change Policy' set out how the Councils consulted with unions throughout a service redesign project. Unison were consulted with throughout any service redesign project. This commenced from the first group consultation meeting with the officers, which Unison were invited to attend. They were then able to provide their feedback and alternative suggestions, which were then considered and fed back on at the next group consultation meeting. The feedback from Unison and the officers could be extensive and responses were provided to all the questions and alternative suggestions along with a set of 'Frequently Asked Questions for all the generic questions asked.

The Chairman declared the meeting closed at 8.27pm, it having commenced at 7.00pm.

Chairman

