

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

**20 May 2021**

**Large Hall, Ground Floor, Shoreham Centre**

Councillor Andy McGregor, Chairman  
Councillor Stephen Chipp, Vice-Chairman

Councillor Vee Barton	Councillor Neil Parkin
Councillor Carson Albury	Councillor Debs Stainforth
Councillor Carol Albury	Councillor Robina Baine
Councillor Catherine Arnold	Councillor Mandy Buxton
Councillor Brian Boggis	Councillor Gabe Crisp
Councillor Kevin Boram	Councillor Tania Edwards
Councillor Ann Bridges	Councillor Jim Funnell
Councillor Dave Collins	Councillor Jeremy Gardner
Councillor Lee Cowen	Councillor Steve Neocleous
Councillor Angus Dunn	Councillor Carol O'Neal
Councillor Emma Evans	Councillor Joe Pannell
Councillor Joss Loader	Councillor Sharon Sluman
Councillor Paul Mansfield	Councillor Rob Wilkinson

**Absent**

Councillor David Simmons

**c/1/21-22                    Apologies for Absence**

There were no apologies for absence.

**c/2/21-22                    Election of Chairman**

**Resolved:** That Councillor Stephen Chipp be elected as Chairman of the Council until the Annual meeting in 2022

**c/3/21-22                    Appointment of the Vice Chairman**

**Resolved:** That Councillor Ann Bridges be appointed as the Vice Chairman of the Council until the Annual Meeting in 2022

**c/4/21-22                    Returning Officers Return of Persons Elected**

**Resolved:** that the Returning Officers Return of Persons Elected be noted.

**c/5/21-22                    Declarations of interest**

There were no declarations of Interest made

**c/6/21-22**

**Confirmation of Minutes**

**Resolved:** that the minutes of the meeting of the 22 April 2022 be approved as the correct record

**c/7/21-22**

**Vote of thanks to retiring Chairman and presentation of past Chairman's insignia**

**Resolved:** that the Council approves the vote of thanks to the retiring Chairman and present the past Chairman's insignia

**c/8/21-22**

**Announcements by the Chairman and/or Head of Paid Service**

The Chairman made the following announcements:

Firstly I would like to thank you all for electing me as your Chairman for the coming year. It is a great honour and my Mother and Father and family are incredibly proud so thank you.

I want to pay tribute to last year's Chairman Cllr McGregor. In extraordinary circumstances he rose to the challenge exceptionally well supporting local initiatives set up during the pandemic. Most notably was Shopital which helped Hospital staff get essential goods when it was very difficult to do so in the early weeks of the pandemic – why we ever needed a run on Toilet Roll I shall never know! – excuse the pun.

I want to also pay tribute to all Councillors, new and old. Members on all sides of the Chamber were a massive help to their local communities and you should be proud of yourself for doing so. We are not out of the woods yet and the challenges experienced during the pandemic are still with us, and will be for some considerable time, and our communities will need leadership, initiative and compassion to help them through some troubling times ahead.

I want to congratulate our new members and commiserate those that did not win their seats and who are not here with us this evening. Anyone who stands for their local area has my utmost respect as I know the work that goes into it. We all do it for the same reason – we want to help improve our local areas and I ask members on all sides to view each other in this light.

We also lost members recently and I want to pay tribute to Cllr Les Alden, Cllr Pat Beresford and Cllr George Barton who will all be sadly missed.

I am looking forward to hopefully being able to carry out some Civic duties this year and my wife is already lobbying for some new outfits – ouch. One highlight for myself is that HMS Shoreham will be returning to port this year and I look forward to meeting the Crew.

My main target/goal for the year is to highlight and support Adur's local businesses. It was evident during the lockdowns that our smaller businesses, that were able to keep open, really supported our local communities. In my view we need to return this support and I look forward to shining a light on the fantastic businesses and markets that our District has to offer.

I have chosen Esteem as my charity for the forthcoming year. They are a young persons charity that deals in support, mentoring and volunteering opportunities for people aged

between 16 and 24. It was vital for me that after the year we have had I chose a charity that assisted with our mental health. Whilst all age groups have been affected I think that this age group, had I been their age now, must have been particularly hard hit with the restrictions placed on their lives. I look forward to meeting the team properly and rest assured I will be seeing each of you within the chamber at some point to see how you can assist with the fundraising – you have been warned!

After 8 years as our CEO Mr Alex Bailey will be retiring in June to start a new life in Devon. On behalf of Adur District Council I would like to extend our sincere thanks to Mr Bailey for all that he has done for the residents, businesses and visitors of Adur.

Mr Bailey has brought great energy, intelligence and ambition to the role of CEO and the council has greatly benefited from his hard work and commitment to excellence in public service.

Key markers of Mr Bailey's approach have been pace, creativity and collaboration and these qualities have helped the Council make great progress in recent years. For example building new homes, improving refuse and recycling rates, keeping our neighbourhoods and parks safer, greener and cleaner, developing the local economy and helping residents find jobs. We are rightly seen as leaders in areas as diverse as sustainability and digital transformation and as a district council are often described as punching far above our weight.

This work has helped build the authority's resilience and its ability to respond quickly to change. This has helped us in turn to weather the storm of the pandemic and to be there for our residents and businesses when they most needed us. Our Covid Community Response Platform for example has helped (between the two councils) over 2400 people, recruited, supported over 500 volunteers and helped us target support where it was most needed. This technology has enabled our Economy Team to distribute the covid support grants to local businesses in need, approving 1675 applications and sharing almost 14 million pounds of cash support. We are rightly proud of the way that under Mr Bailey leadership the organisation was able to adapt and excel in providing our pandemic response.

The creative and proactive work of the council has been recognised nationally and we have recently been nominated for not one but both of the significant Local Government awards for Council of the Year. We were the only District and Borough Council in the whole of the UK shortlisted in the Council of the Year category for the Municipal Journal (MJ) Awards and the Local Government Chronicle (LGC) Awards. Whilst we won neither ... being shortlisted, and being the only District and Borough Council shortlisted, is a testimony to the work of Alex and his successful leadership as CEO.

Mr Bailey, thank you for all you have done, especially during these recent difficult and unprecedented times. You will be hugely missed. Have a blessed and wonderful retirement in Devon and our good wishes for all that is to come next. Thank you.

The Chairman used his discretion to allow the Leader of the Council to make a statement regarding the retiring Chief Executive.

The retiring Chief Executive made a statement in relation to their time in the position as head of paid Services

**c/9/21-22**

**Items raised under urgency provisions**

The Chairman announced that there were no urgent items

**c/10/21-22                      Decision Making by Adur District Council in 2021/22**

Before the Council was a report by the Director for Communities, a copy of which had been circulated to all members, a copy of which is attached to the signed copy of these minutes. The report before members outlined a number of decisions required by Council to ensure that the decision making structure for 2021/22 is determined according to the Council's Constitution.

The recommendations in the report were proposed and seconded and debated. During the debate an alternative Chair of the Joint Governance Committee was proposed and seconded and on a vote the amendment was not carried. The substantive recommendations were voted upon and it was:

**Resolved:**

- i) That the Council notes the decision making structure of the Council and the political balance of the Council as set out in paragraphs 4.1 and 4.2
- ii) That the Council confirms the Terms of Reference of the Council, Executive, Committees and Sub-Committees as outlined in Part 3 of the Constitution including those relating to Joint Committee Agreements;
- iii) That the Council appoints to the Committees in accordance with the wishes of the Political Groups on the Council detailed in Annex B
- iv) That the Chairpersons and Vice-Chairpersons of Committees be appointed until the Annual Meeting of the Council in 2022.
- v) That under Council Procedure Rule 39, Council notes the appointment of the Leader of the Labour Group on the Council as the Leader of the Main Opposition.

**c/11/21-22                      Recommendations from the Executive and Committees to Council**

**A.      Joint Senior Staff Committee - Designation of Interim Head of Paid Service**

Before the Committee was a recommendation from the Joint Senior Staff Committee relating to the designation of Interim Head of Paid Service

The Chairman of the Joint Senior Staff Committee introduced the recommendation to the Committee which was seconded and on a vote it was

**Resolved:** that Adur and Worthing Councils designate Dr. Catherine Howe as Adur and Worthing Councils Interim Head of Paid Service and Chief Executive with effect from 1st July 2021, until such time, as the substantive post has been filled.

The Chairman declared the meeting closed at 7.36 pm, having commenced at 7.00 pm

Chairman