



ADUR & WORTHING  
COUNCILS

9 November 2020

<b>Joint Staff Committee</b>	
<b>Date:</b>	<b>17 November 2020</b>
<b>Time:</b>	<b>6.30 pm</b>
<b>Venue:</b>	<b>Remote Meeting</b>

**Committee Membership:**

**Adur District Council:** Councillors; Brian Boggis (Adur Chairman), Kevin Boram (Adur Vice-Chairman) and Lavinia O'Connor

**Worthing Borough Council:** Councillors; Karen Harman (Worthing Chairman), Paul Baker (Worthing Vice-Chairman) and Carl Walker

## **Agenda**

### **Part A**

**1. Substitute Members**

Any substitute members should declare their substitution.

**2. Minutes**

To approve the minutes of the Joint Staff Committee meeting held on 25 November 2019, copies of which have been previously circulated.

### **3. 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.

### **4. Public Question Time**

So as to provide the best opportunity for the Committee to provide the public with the fullest answer, questions from the public should be submitted by midday on Friday 13 November 2020.

Where meetings are held remotely, no question will be permitted from the public unless such notice has been given.

Questions should be submitted to Democratic Services - [democratic.services@adur-worthing.gov.uk](mailto:democratic.services@adur-worthing.gov.uk)

### **5. Items Raised under Urgency Provisions**

To consider any items the Chairman of the meeting considers to be urgent.

### **6. Leave Policy (Pages 1 - 16)**

To consider the report by the Director for Digital Sustainability and Resources, attached as Item 6.

### **7. Alcohol and Drug Policy (Pages 17 - 48)**

To consider the report by the Director for Digital Sustainability and Resources, attached as Item 7.

### **8. Exit Cap Payments (Pages 49 - 54)**

To consider the report by the Director for Digital Sustainability and Resources, attached as Item 8.

### **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:	For Legal Services enquiries relating to this meeting please contact:
Heather Kingston Democratic Services Officer 01903 221006 heather.kingston@adur-worthing.gov.uk	Beverley Rayner Lawyer 01903 221035 beverley.rayner@adur-worthing.gov.uk

**Duration of the Meeting:** Four hours after the commencement of the meeting the Chairperson will adjourn the meeting to consider if it wishes to continue. A vote will be taken and a simple majority in favour will be necessary for the meeting to continue.