

**Public Document Pack**  
**Minutes of a Meeting of the**  
**Adur District Council**

**20 October 2022**

**QE2 Room, Shoreham Centre, Shoreham-by-Sea**

Councillor Andy McGregor, Chairman  
Councillor Ann Bridges, Vice-Chairman

Councillor Carol Albury	Councillor Jude Harvey
Councillor Carson Albury	Councillor Joss Loader
Councillor Catherine Arnold	Councillor Paul Mansfield
Councillor Robina Baine	Councillor Steve Neocleous
Councillor Tony Bellasis	Councillor Carol O'Neal
Councillor Kevin Boram	Councillor Joe Pannell
Councillor Mandy Buxton	Councillor Neil Parkin
Councillor Lee Cowen	Councillor Julian Shinn
Councillor Gabe Crisp	Councillor Debs Stainforth
Councillor Angus Dunn	Councillor Julia Watts
Councillor Emma Evans	Councillor Rob Wilkinson
Councillor Jeremy Gardner	

**Absent**

Councillor Vee Barton, Councillor Dan Flower, Councillor Jim Funnell and Councillor Sharon Sluman

**c/97/22-23                      Apologies for Absence**

Apologies were received from Councillors Barton, Flower and Sluman.

**c/98/22-23                      Declarations of interest**

Councillor Catherine Arnold declared an interest as Chair of the ADA.

**c/99/22-23                      Questions from the public**

A Member of the public asked the following question: *Further to the report to JOSC in July 2022 from the Director of Housing Services, could we please have a full report on the progress of works to buildings on the Southwick estate 'to ensure they remain safe and habitable until a decision is made regarding their development and refurbishment'. If none, or some, are as yet uncompleted I would be grateful for the proposed schedule of works.* Members were told that the Authority had commissioned Faithorn Farrell Timms (FFT) who were leading on design, specification and procurement of the "Interim Works programme" for the Southwick Estate. As part of the process, FFT had undertaken surveys of all blocks, including a representative sample of internal property surveys, in order to capture the requirements of the scheme. They had also commissioned structural surveys of the balconies; which could potentially be a significant cost item in the programme, so that the Councils could determine the best course of action under the scheme of works to provide safe living accommodation, without amassing unreasonable leaseholder contributions;

especially considering the potential for re-development currently being discussed with residents and leaseholders. FFT were progressing the specification and tender documents and will tie the advised balcony works in prior to publish of the tender. As per the August 2022 update, the proposed works would include:

- Structural repairs to lintels;
- Cavity clearance and localised repointing of washed out mortar;
- Wall ties where necessary;
- Structural repairs to balconies (extent not yet known);
- Concrete repairs;
- Window repairs, overhaul or replacement (depending on condition);
- Roof overlay waterproofing systems;
- Ground drainage improvements.

A Member of the Public asked the following question: *It can take a very long time to get repairs done to the flats and buildings in Southwick, and sometimes the work carried out is not good enough or doesn't fix the problem, and we have to get people back in to fix it. It can be really stressful when we have to complain and wait again. Who is responsible for checking the quality of the work on the estate, and what is done to make sure that the people they pay to do the work are doing a good job?* The Cabinet Member apologised for the experience with the repairs. It was acknowledged that the repair service was not up to the standard the authorities wanted it to be and assured that improving this service was a priority for the council. There had been some significant improvements in the service but there was still a lot more to do. Following the pause in planned capital works to some of the blocks in Southwick Estate, a dedicated surveyor had been working with both the repair services and residents to ensure essential repairs were carried out. The buildings in Southwick Estate are old and require a lot of investment. It is for this reason the Councils had started a consultation with residents to decide on the way forward. While the consultation is going on, the Councils were due to start interim major repair works on some of the buildings in the Estate to ensure that they remained safe to live in. Since April 2022 over ten thousand repairs had been carried out and 92% of those responding to surveys had said the repair had been well done.

A Member of the Public asked the following question: *I note from the Adur Homes' website that several essential publications for tenants are currently being updated. Specifically the Adur Homes Customer Charter, the Tenants' Compact and the Tenants' Handbook. When are these three policy documents likely to be published? Are there any plans to update the Tenant Participation Strategy, dated August 2008?* The Cabinet Members stated that with changes to the Regulator for Social Housing's Consumer Standards, together with the Council's wish to improve service standards, these documents required a major review. Two years ago, the Councils engaged TPAS, the tenant engagement experts, to work with the authority and resident groups to create a new Resident Engagement Strategy. Though a draft document was produced most of the residents involved in creating the strategy dropped out of the process before it was completed. It was intended to review the draft strategy and the other documents, such as the Tenants Handbooks, with the relevant resident groups and the Adur Homes Management Board.

A Member of the public asked the following question: *How aware is the Council of the Site of Special Scientific Interest (SSSI) status of a large part of the Adur Estuary and what is the Council doing to ensure the activities of residents, visitors and developers are not damaging or degrading the SSSI, for example through allocation of Section 106 monies from Developers to Adur Estuary improvement projects?"* The Cabinet Member stated that the

Council was committed to protecting biodiversity and improving access to natural areas for residents. As part of these commitments and extensive work in this area the Council was aware of the SSSI status of the Adur Estuary, which had intertidal mudflats supporting a number of wading birds such as redshank and dunlin. Following feedback from the Public Space Protection Order consultation for dog control there was awareness of concerns about dogs not on leads in the SSSI and the Authority would undertake an assessment to see if further controls were necessary. The Council was also working with partners to see how the recreational impacts of leisure use of the River could be mitigated. Key to this would be encouraging access to the water for paddle boarders and Kayakers from authorised launching points. The Council could only take s106 financial contributions to mitigate the direct impact on ecology and biodiversity. On this basis contributions had been sought where developments on the Western Harbour have impacted on salt marsh or intertidal mud flats. This funding had been allocated to nature restoration projects on the recently acquired Pad Farm site. The Environment Act would, when fully implemented, however, provide opportunities to secure additional contributions for off site biodiversity enhancement if developers could not demonstrate net gain could be achieved within the development site. The review of the Local Plan would ensure that the provisions of the Environment Act were enshrined in policies seeking to maximise opportunities for nature recovery and the establishment of wildlife corridors.

A Member of the public asked the following question: *What is the progress on the recruitment process of the Resident Engagement Officer as reported to last full Council and Joint Overview Scrutiny Committee in July 2022. Is this officer in place yet?* Improving resident engagement was a key priority for Adur Homes. A new job description had been written, assessed and graded. The recruitment process would begin in November with an appointment hopeful made early in the following year.

A Member of the public asked the following question: *I'd like to commend this council for the recent call for Green Sites in our area. This was welcomed by local residents and many of us completed submissions by February 2022. With our environment - and our community's mental health - in such peril, this work of logging, mapping and protecting our precious green spaces gets more critical by the day. Our park 'Friends' group helped to log various vital parcels of land which act as wildlife corridors, including the extended Meads green space which we're working hard to turn into a biodiversity haven for local people and for wildlife including our seriously endangered local starling population whose numbers nationally are plummeting at the sickening rate of 150 birds an hour. Can you please update us on your current progress with this Green Sites work: how many responses have you received, how are they being collated and when will the final map be published? It would be great to get a timeline to help us understand what the next steps are and when we residents will be able to find out more about this great green map of Adur so that we can come together, across political parties, to preserve the few precious green spaces left in our increasingly polluted and densely populated towns. Many thanks.* The Cabinet Member The council's leadership on sustainability is amongst the very best in England and includes a wide number of projects including the Adur River Project, New Salts Farm restoration and our wider Sussex Bay initiative that would restore blue and green habitats and create significant opportunities for Adur's coastal communities. The Call for Green Sites was undertaken as part of the emerging Adur Local Plan review process. The Councils received over 50 submissions and initial an assessment had taken place. (It was worth noting that several of the sites submitted were already in open space use or were already designated as Local Wildlife Sites or Local Nature Reserves). Those which were considered appropriate for LGS designation would need to be progressed through the Local Plan Review process as they needed to be designated through the plan process. Proposals for Local Wildlife Sites would be forwarded

to the relevant body for assessment, it was understood there was a considerable backlog for assessment. Other sites could be addressed through the Green Infrastructure Strategy when resources allowed.

A Member of the Public asked the following question: *Adur and Worthing Council acts as the protectors of tomorrow for our children and grandchildren, so what provision is being made to create significant new green spaces in the Western Harbour Arm and how is this area of Adur, which is set for huge amounts of development, being mapped in advance to ensure the adequate provision of nature - for the well-being of people living in the new developments now and in the future and for the well-being of wildlife which needs safe, green corridors for it's very survival?* The meeting was told that the Brief for the Review of the Western Harbour Arm which went to Adur Planning Committee on 3rd October included an element relating to place-making. This would include assessment of potential options for delivering open space on-site and the resultant implications. However it should be noted that opportunities would naturally be limited by the constraints of the site, and the need to deliver other elements of infrastructure including the public walkway and cycle lane along the A259. The Shoreham Harbour Joint Area Action Plan acknowledged that not all open space requirements would be capable of being met on site, and in that situation appropriate alternative provision or contributions towards off-site provision would be sought (Policy SH8). A range of information regarding habitats and designated sites in the wider area is available (eg via Sussex Biodiversity Records Centre) and online. If additional information is required this can be obtained via the Local Plan review process or in relation to specific developments as appropriate.

A Member of the Public asked the following question: *May I start with a recent post on our Facebook page posted by one of our volunteers: "Friday saw our highest previous number of family/household support of 36, completely overtaken. In all we provided food and provisions for 46 households, 40 visiting clients and 6 home deliveries. This exceeds all other numbers, even those we supported during the height of the pandemic. Our monthly figures tell a similar story, during September. In all we supported 160 households with food and provisions, 29 of these were home deliveries to some of the most vulnerable folk. This provided for 397 individuals, 125 of whom were children. As we look to winter these numbers can only increase. We are struggling to keep up with the growth in the need for help. The very welcome donations we receive do not match the increased demand on what we can provide."*

*Shoreham & Adur Community Foodbank is only one of five foodbanks in the Adur District, providing food parcels for households that cannot afford to buy food. Adur Community Cafe also provides a hot meal once a week serving 30-40 people.*

*Numbers are increasing now and services often held together by volunteers are being stretched to breaking point. We are also seeing a change in the frequency of use of our services. This is no longer an "emergency service" but the only way families are able to put food on the table as many families do not have the income needed to feed their children. May I therefore ask how Adur Council will respond to this urgent need? We are no longer dealing with tiding people over but are becoming the only lifeline left. Our foodbank has been spending £300-400 on food and household items on a weekly basis in order to meet demand. This is not sustainable and puts services at risk of closure. How does the Council support people through this Cost-of-Living Crisis that goes beyond the £25000 offered already, which is a mere sticking plaster, and from my experience nowhere near enough to address the issue. If we fail to support our neighbours with food, fuel and housing this will cost the council significantly more money in the near future and have ramifications for many years to come. It is not only the financial costs of services closing down that are significant*

*but the impact it has on people's lives. The trauma of hunger and food insecurity causes mental and physical health issues. We are seriously concerned that people are not just going to get ill, but are going to die, and are especially worried about the older neighbours in our community. We know already about the proactive work and the preventative approach, but the need is now. As this is an emergency, will you transfer at least £100,000 in financial resources from your reserve funds into your emergency fund for food support?* The Cabinet Member Inflation and its impact on the cost of living, is affecting every resident in Adur. In response to this difficult situation a key focus of the council in the short and medium will be to help residents and our communities, wherever possible before they were in crisis. To help the Councils in this prevention work the Councils would continue to invest and seek to expand multidisciplinary Proactive Programme that enabled the Council to identify households with low financial resilience and through the Customer Service team, contact these households to explore ways of increasing household income, reduce household debt and also addressed issues such as depression, anxiety and loneliness that often accompany financial exclusion. As part of the overall 'safety net' offered we will continue to invest in our OneStop "Money Coaches". As part of the Proactive Programme the Councils were also reviewing its approach to debt collection. Food security of course was also an important area of focus. The Councils were in ongoing dialogue with food groups through the food partnership, to look at the ways in which the councils could support groups to maximise potential income. There was no current plan to release funding from reserves, recognising that this would only provide a short term solution to the national Cost of Living crisis, which was not sustainable in what is assessed as an enduring challenge. In other words Adur District Council does not have the tax base to underwrite the activities of the food banks in Adur. Indeed this was demonstrated by the support the council received during the Covid Pandemic (and that, as a further example Worthing Borough Council financed their Cost of Living initiative by earmarking COMF funding received as part of the pandemic financing arrangements). That does not mean that the Authority was not doing anything. The Council was well aware of the impact of current economic events on the vast majority of households in Adur and in particular those on lower incomes. The Adur Cost of Living roadmap and action plans had been published to support ongoing activity in the wider community partnership to seek system driven solutions. The Council was currently looking at how crowdfunding initiatives may provide a platform for donations to food groups, ensure effective food distribution channels to reduce food waste as part of our Food Road Map work as well as seeking to maximise access to grants such as the Household Support Fund and ensuring our residents are receiving all entitlements available to support them at this difficult time.

**c/100/22-23                      Confirmation of Minutes**

**Resolved:** that the minutes of the meeting of the 14 July be approved as the correct record

**c/101/22-23                      Announcements by the Chairman, Leader of the Council,  
Cabinet Members and / or Head of Paid Service**

The Chairman of the Council made the following announcement

'There are just two matters I would like to speak about. However, they are the most important announcements I have made as Chairman. Those matters are the death of Her Majesty the Queen and the succession of King Charles the third.

In one of the most moving moments of my life, I was honoured to deliver the proclamation just outside this building.

Having been created in 1974, this is the very first time the proclamation has ever been read in the District of Adur.

I am now going to say a few words about our late Queen. For most of us, the only Monarch we had known.

At just 21 years old, five years before her coronation, the Queen pledged to the people of Britain and the Commonwealth “my whole life, whether it be long or short, shall be devoted to your service.”

And at her Coronation our Queen promised, “Throughout all my life and with all my heart I shall strive to be worthy of your trust.” Well, her life was long, her service devoted and our trust well placed. Throughout her seventy years on the throne Her Majesty the Queen has been a continual source of inspiration to all our communities.

Her legacies will live on: positivity, hope, forgiveness and, her greatest gift to us all, love. In the words of the late Sir Bruce Forsyth “didn’t she do well?”

Many people, across Adur, shed a respectful tear as they laid flowers in gardens of remembrance, attended services, and signed books of condolence placed across the district. Probably remembering how the many ways the reign of the Queen had touched their lives over the last seventy years.

I was honoured to visit nursing homes across Adur to deliver the proclamation and give residents the opportunity to sign books of condolence. I must confess that I was moved to tears at every visit. And so were many of the residents, some of them old enough to remember the coronation of the Queen.

We must now look forward to embracing the reign of our new King, Charles the Third, who, in his Accession speech paid great respect to his mother, Queen Elizabeth, saying “my mother’s reign was unequalled in its duration, its dedication, and its devotion. Even as we grieve, we give thanks for this most faithful life

I now ask all those present to please stand in silence for one minute to show respect for our late Queen Elizabeth.

(One minute silence )

God Save the King

On behalf of the people of Adur I have sent a letter of condolence to King Charles the third.’

The Leader of the Council thanked the outgoing Interim Monitoring Officer for work undertaken whilst in the role, in particular work concerning the Cnstitution

**c/102/22-23                    Items raised under urgency provisions**

There were no urgent items

**c/103/22-23                    Recommendations from the Executive and Committees to Council**

## **7(a) Joint Governance Committee – 28 July 2022**

### **Making Provision for an Audit Committee with Independent Non-Voting Co-opted Members**

The Chairman introduced the recommendations to the Council which was seconded and on a vote unanimously approved.

#### **Resolved:**

- I. That the name of the Joint Governance Committee be changed to the Joint Audit and Governance Committee
- II. That the Council confirm the appointment of two Independent co-opted Persons to the Committee to assist with the Councils' with the audit function.

## **7(b) Joint Governance Committee – 27 September 2022**

### **Modernising and Updating the Councils' Constitutions**

The Chairman of the Committee introduced the recommendation stating that the new constitution be implemented from the 1 November 2022. The Motion was put to the Council which was seconded and debated

The following amendment was put and seconded:

That paragraphs in the Scrutiny Procedure rules that state the following:

*The Chair of the [Overview & Scrutiny Committee] [Joint Overview & Scrutiny Committee] shall be appointed by the Council. The Chair will first be offered to a member of a Political Group that does not form part of the Administration or an ungrouped Member, with the Vice-Chair being drawn from any other Political Group.*

Be replaced with the following:

*The Chair of the [Overview and Scrutiny Committee][Joint Overview and Scrutiny Committee] shall be appointed by the Council. In addition to consideration of experience, expertise, interests and the ability to act impartially, the Chair should have the ability to work as part of a group, to lead and build a sense of teamwork and consensus among committee members.*

Members debated the amendment and on a vote it was agreed that the vote on the amendment would be recorded.

The vote on the amendment is as follows

#### **For the amendment**

Councillors Carol Albury, Carson Albury, Tony Bellasis, Kevin Boram, Ann Bridges, Mandy Buxton, Angus Dunn, Emma Evans, Paul Mansfield, Andy McGregor, Steve Neocleous, Joe Pannell, Neil Parkin, Rob Wilinon (14)

#### **Against the amendment**

Councillors Catherine Arnold, Robina Baine, Lee Cowen, Gabe Crisp, Jeremy Gardner, Jude Harvey, Carol O'Neal, Julian Shinn, Debs Stainforth, Julia Watts (10)

## **Abstentions**

Councillor Joss Loader

The Council voted on the motion as amended and on a vote it was

**Resolved:** that the revised Constitution be approved

## **7(c) Joint Governance Committee – 27 September 2022**

### **Conferment of Honorary Aldermen and Alderwomen**

The Chairman of the council introduced the recommendations which were seconded and debated. On a vote it was

**Resolved:** That a special meeting of the Council be arranged under section 249(1) of the Local Government Act 1972 for the specific purpose of conferring the titles of Honorary Alderwoman to Liza McKinney and Debbie Kennard and Honorary Alderman to Brian Boggis and Geoff Howitt

## **7(d) Joint Strategic Committee - 11 November 2022**

### **Our Plan - The new corporate plan for Adur & Worthing Councils**

The Leader introduced the recommendation to the Committee which was seconded and debated. On a vote it was

**Resolved:** that 'Our Plan' be approved as a core strategic document for the next three years

## **7(e) Joint Strategic Committee – 11 November 2022**

### **Investing for our future - Capital Strategy 2023/26**

The Leader introduced the recommendation to the Committee which was seconded and debated. On a vote it was

**Resolved:** that the Capital Strategy for 2023/26 be approved.

## **7(f) Joint Strategic Sub-Committee (Adur)**

### **Public Space Protection Orders - Dog Control**

The Leader introduced the recommendation to the Committee which was seconded and debated. On a vote it was

**Resolved:** that the proposed amendments to the PSPO as detailed in section 4.1 through to 4.6 and the inclusion of the fenced off area of the Meads Recreation Ground (children's play area leased by West Sussex County Council for Swiss Gardens Primary School) be approved;

**c/104/22-23 Report of the Leader on decisions taken by the Executive**

A clarification was sought about provision of a low emission fleet.

**c/105/22-23 Designation of Monitoring Officer**

Before the committee was a report by the Director for digital, sustainability and Resources, a copy of which was circulated to all members, a copy of which is attached to the signed copy of these minutes as item 9. The purpose of the report was to formally designate the Council's Monitoring Officer.

The recommendation in the report was proposed, seconded and on a vote it was

**Resolved:** That the Council designate Joanne Lee as the Council's Monitoring Officer with effect from 28 October 2022

**c/106/22-23 Members question time under Council Procedure Rule 12**

A Member asked the following question: *The Queen's green canopy initiative is taking place in Adur District but with the exclusion of land belonging to Adur Homes. I've been informed by Adur Homes that no planting can be carried out as it requires an urban ranger to carry out public consultation, engagement and landscape design. When will Adur Homes be making arrangements to facilitate this?*

The Cabinet Member stated that the Council was pleased with contributions to the green canopy across Adur District celebrating the Queen's Platinum. The council believed that it was important that communities were able to have a say in changes that affected their places and had worked with local groups in creating the queen's green canopy for Adur. As well as the rest of the organisation, Housing Services was currently going through a process of change which included services delivered to Adur Homes residents. The arrangement with the Council's Parks and Foreshore Team did not include consultation and engagement with residents and so there had not been an ability to progress as quickly as liked. This would be dealt with as part of the ongoing changes within the Council.

A Member asked the following question: *What are the current numbers of Households awaiting social housing by band and the current number of void tenancies? What new housing stock has been agreed and when will this be available?*

The Cabinet Member stated that there were currently 842 residents on the Adur Council's housing register and detailed the exact figures relating to bed Size/Band.

There were about 100 void properties most of which required significant work to ensure they were compliant and in a lettable standard while some were earmarked for temporary decant of residents for the ongoing inner rooms project.

Construction was already at an advanced stage on the Albion Street site which would deliver 49 new homes, the Council had nearly finalised plans to deliver nearly 40 homes through the small sites programme and were working to deliver a new Ashcroft Sheltered Housing. All those units would go to households on the Council's housing register.

More affordable homes would be delivered through the planning process and the Council's Local Plan. The Old Civic Centre would deliver over 100 homes and there would be more homes through the New Monks Farm developments. Residents are already successfully bidding for the New Monks Farm homes on the housing register.

A Member asked the following question: *Given the cost of living crisis, fuelled by high energy price rises, what is the Council doing to inform, educate and assist homeowners, tenants and businesses about energy saving measures, which will be of direct benefit to households and also address the climate emergency? These include direct financial support, improved retrofit insulation options, alternative heating solutions and finance & grant availability.*

The Cabinet Member told the meeting that the Council had a comprehensive range of support for residents affected by the Cost of Living situation which was accessible from the front page of the website.

In addition the Authorities had produced a CoL advice leaflet (available digitally) which included energy and fuel related signposting, the Councils were working on the longer term CoL communications plan. This plan will see the Councils focus on and direct messages of support on the key areas of impact for our residents and it had been agreed that the next focus would be fuel and energy.

A leaflet was recently sent out to householders as part of the Cost of Living response. This included advice on energy and bills, including details of the LEAP scheme which offered free home visits, and the Warmer Homes fund, offering grant funding to low income households for replacement low carbon heating and insulation measures.

The Communications team were developing further elements of the campaign including an "energy tips" leaflet devised by the sustainability team working with local environmental groups which would be accompanied by social media messaging that could be promulgated by members, community groups and the general public.

A Member asked the following question: *At July's JOSC a recommendation was put forward regards Southern Water and investigating more feasible houseboat connection fees, how has this progressed please?*

The Cabinet member told the meeting that the Council did not have direct responsibility for the fowl waste disposal of houseboats the Council was facilitating a meeting between the Environment Agency and Southern Water taking place in November. Members were told that houseboat owners had the opportunity to get connected at a reduced rate some years ago as part of the tidal walls scheme.

A Member asked the following question: *You are responsible for Highways Liaison. You will be aware that under the Local Cycling & Walking Infrastructure Plan, reconfirmed by this council in July 2022, Upper Shoreham Road is designated as a primary route for cycle path infrastructure. Many members here believe that the County Council is dragging its feet on this issue and failing to make a case, with any ambition, for central government funding for this project. Where do you stand on this?*

The Cabinet Member told the meeting that it needed to happen and that Councillors were doing everything they could to move the County into pro-active action. The Cabinet Member wanted to see the Town safer for all users and that encouraging active travel was incredibly

important. Any solution should incorporate a number of factors including getting HGVs of Shoreham Road and the High Street.

A Member asked the following question: *Since 1st October 2022 landlords are required by law to have installed carbon monoxide detectors in properties which have fixed combustion appliances. We have been told that the majority of customers in Adur have no carbon monoxide detection. I understand you are going out to tender for a contractor to deliver a programme of electrical installation over a period of 3 to 4 years. If a new contract has not been drawn up there will be considerable delay before works even start.*

Members were told that there was a likely delay in setting up a new contract and the councils was working hard to speed up the process to ensure that implementation was as fast as possible. In the meantime all tenants without an electric carbon monoxide detector would be provided with a battery operated one initially.

A Member asked the following question: *Q1 In the ALP 2017 section 4.92 it states that " A Green Infrastructure SPD will be produced in order to provide a holistic approach to the provision of green infrastructure and to maximise the many benefits that green infrastructure brings". We are unable to find any evidence of this document. It is necessary for this to be produced before finalising the 2022 revision of the ALP. Can you give us an indication of what stage the Green Infrastructure policy has reached and when it will be presented to this council and the public?*

Members were told that it was still intended to produce a Green Infrastructure SPD. Work on a strategy covering Adur and Worthing was started and mapping of green spaces has been undertaken. The Cabinet Member agreed to set up a new Local Plan Working Group and one of its first tasks would be reviewing outstanding studies as part of the review of the Adur Local Plan. Whilst, the strategy still needed to be pulled together various strands of work had been undertaken across the District including nature restoration projects on Parks and Gardens and work was progressing on the two large sites purchased at Pad Farm and New Salts Farm.

A Member asked the following question: *Councillors are all keen that the council reduce the numbers of empty council homes, and improve the void turnaround time. They have asked - and have repeatedly been promised - a regular report on the empty properties. Can the Executive Member now undertake to put that in action before the month is out?*

Members were told that Housing had some challenges with their IT System. They were working hard to ensure they could provide monthly reports especially to the JOSCS Working Group.

A Member asked the following question: *Given that many Adur Homes tenants are struggling to pay their energy bills, and with the government's energy bill support scheme now being rolled back, what remedial work is the council undertaking to improve insulation in properties particularly prone to heat loss?*

It was related that the Council was working to ensure its homes were energy efficient. The councils were in the process of commissioning energy performance inspections on all stock to get EPC (Energy Performance Certificate). Though this would be done in stages, it would provide the information needed to target capital investment in these homes. It would also give the information needed to bid for relevant government funding which was needed to improve energy efficiency in the Council's buildings.

The Council secured £1.3 million from the Public Sector Decarbonisation Scheme to improve the energy performance in Shadwell Court and Tonbridge House. Work has already commenced on delivering: Brand new renewable heating systems, including radiators and controls, Solar PV panels Cavity Wall Insulation at Shadwells Court and a Ground Source heat pump at Shadwells.

Capital Investment plans in stock for the next financial year included Roof, Windows and Doors projects which would improve energy efficiency and reduce heat loss.

**c/107/22-23                    Motion on Notice 1 (Cost of Living)**

Before the Committee was a Motion submitted by Councillor Debs Stainforth and seconded by Robina Baine.

In accordance with the constitution the Motion was proposed, seconded and referred to the Joint Strategic Sub Committee without debate.

**Resolved:** that the motion be submitted to the Joint Strategic Sub Committee (Adur)

**c/108/22-23                    Motion on Notice 2 (Fair Tax)**

The Chairman announce that the Motion would be heard at a Council meeting on another date

**c/109/22-23                    Motion on Notice 3 (Cost to business)**

Before the Committee was a Motion submitted by Councillor Catherine Arnold and seconded by Jeremy Gardner.

In accordance with the constitution the Motion was proposed, seconded and referred to the Joint Strategic Sub Committee (Adur) without debate.

**Resolved:** that the motion be submitted to the Joint Strategic Sub Committee (Adur)

**c/110/22-23                    Annex to Minutes**

Unasked Public Questions

The Chairman declared the meeting closed at 9.41 pm, having commenced at 7.00 pm

Chairman

## **Responses to Public Questions that were not able to be asked at the Council meeting of the 20.10.22**

### **For Cllr Emma Evans**

As a concerned resident, I'd like to raise a question about regulation of activities in the Adur estuary. I understand that the zone between the Toll Bridge downstream to the Norfolk Bridge is a protected nature reserve and Site of Special Scientific Interest, rich in many wild bird species and fish such as spawning bass and mullet and migrating sea trout. I believe there are very low speed limits for vessels, but there is a rapidly increasing amount of other, recently developed types of traffic.

I am most concerned about the rapidly escalating presence of wind-surfing hydrofoils which can and do race around at 30 to 40 knots, changing direction erratically and presenting a danger to all river life, often with scores of these being used at the same time. I'd like to enquire:

- What controls exist to regulate such usage of this important local resource? Are laws being broken?
- Who is responsible for policing or applying any such regulations?
- What plans are in place or are being considered by the Council to interact with other stakeholders to improve the situation?
- What is the timetable for such action?

### **Response:**

**Thank you for your question. The Council doesn't have any direct controls over the use of the River Adur. The Environment Agency has the most statutory duties and responsibilities regarding water quality, water resources, Biodiversity and flood risk management. The Estuary is a Site of Special Scientific Interest (SSSI) so Natural England also has an important part to play. Much of the Estuary is owned by the RSPB who have a large Wildfowl Reserve on the River Adur.**

**Speed limits are in place on the River Adur as the wash caused by boats has an impact on flood defences and river banks. For concerns downstream of the Old Shoreham Toll Bridge people should contact Shoreham Port Authority and for concerns upstream of the Old Shoreham Toll Bridge there is no Navigation Authority, but the River is maintained by the Environment Agency.**

### **for Cllr Emma Evans**

With two small independent businesses recently closing on Brunswick Road and footfall dramatically reducing since the closure of the Post Office and Lloyds Bank, what is being

considered to support businesses on this road to generate footfall... what is going to happen to the old Post Office building?

**Response:**

**Adur Council works hard to ensure our various places, neighbourhoods, villages and towns thrive.**

**The Council continues to work with the Shoreham Independent Traders to identify support needed at a local level, however in terms of immediate support the Council has just launched the next round of Small Business Grants which are targeted at small / independent businesses - please see the Council's website for details. In addition, we continue to try and activate the town centre to support businesses including our regular markets and, for this time of year, events such as Light Up Shoreham.**

**In reference to the Post Office, this isn't in Council ownership / control so I'm not aware of what may happen with this building but we will try to make enquiries with the Post Office / freeholder of the building to identify any plans they may have for the unit.**

**For Cllr Emma Evans**

School Streets support the safe movement of children and families travelling to and from school by creating an environment that enables and encourages more walking, wheeling, cycling and scooting.

Is Adur Council in support of a School Streets programme to all eligible infant, primary and junior schools in the area?

If so, will you proactively encourage WSCC to consider starting with a Shoreham school like Swiss Gardens?

**Response:**

**The Council is committed to improving the cycling provision and infrastructure across the District but, as you have outlined, the majority of the direct delivery comes through West Sussex County Council as the Highways Authority.**

**I will ask our Officers to work with WSCC colleagues to identify what programme of activity is currently scoped for Adur, and specifically Shoreham, regarding the School Streets Programme. If schools in Adur aren't currently included in the programme we will be encouraging WSCC to include as many schools as possible, including Swiss Gardens.**