



ADUR DISTRICT  
**C O U N C I L**

**28 March 2024**

Paul Brewer  
Director for Sustainability & Resources  
Adur & Worthing Councils  
Town Hall, Chapel Road  
Worthing, West Sussex BN11 1HA



**Adur Council Meeting  
28 March 2024**

QE2 Room, Shoreham Centre, Shoreham-by-Sea

**7.00 pm**

**Agenda**

**20 March 2024**

**ALL MEMBERS OF THE COUNCIL are hereby summoned to attend for the following business:**

**Part A**

**1. Apologies for Absence**

**2. 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.

**3. Questions from the public**

To receive any questions from members of the public addressed to Members of the Executive in accordance with Council Procedure Rule 11. There is up to 5 minutes for each question, one supplementary question may be asked arising from the original question.

Questions must relate to any matter the Council has power or which affects the Borough, except no questions may be asked in relation to

- a) A specific planning or licensing application
- b) A specific staffing appointment or appeal, or Standards determination

Public question time will last up to 30 minutes; questions will be taken in the order of receipt.

The deadline for submission of questions is **25th March 2024 at 12 noon**. Questions to be submitted to [democratic.services@adur-worthing.gov.uk](mailto:democratic.services@adur-worthing.gov.uk)

**4. Confirmation of Minutes**

To approve the minutes of the Council Meeting held on 22 February 2024, copies of which have been circulated.

**5. Announcements by the Chairman, Leader of the Council, Executive Members and / or Head of Paid Service**

**6. Items raised under urgency provisions**

To consider any items the Chairman has agreed are urgent

**7. Recommendations from the Cabinet and Committees to Council (Pages 7 - 10)**

To consider recommendations to the Council, details of which are set out in the attached items as 7A, 7B, 7C and 7D.

Full reports are available on the website as listed below:

	<b>Cabinet / Committee</b>	<b>Date</b>	<b>Item</b>
A	Joint Overview and Scrutiny Committee	7 March 2024	<a href="#">JOSC Work Programme update and Work Programme setting for 2024/25 - Work Programme</a>
B	Licensing Committee	11 March 2024	<a href="#">Approval of Licensing Fees 2024/25</a>
C	Joint Audit & Governance Committee	21 March 2024	<a href="#">Creating a positive complaints culture: a new code for complaints handling</a>
D	Joint Audit & Governance Committee	21 March 2024	<a href="#">Amendments to the Constitution</a>

**8. Report of the Leader on decisions taken by the Cabinet (Pages 11 - 22)**

To receive a report from the Leader as item 8. The report contains decisions taken by the Cabinet Members, the Joint Strategic Committee and the Adur Joint Strategic Sub-Committee since the December Full Council meeting.

There will be up to 15 minutes for Cabinet Members to make any statements on the report. There will also be up to 15 minutes for Cabinet Members to respond to questions on the report. These questions will not be the same as any to be asked under Item 10.

**9. Schedule of Meetings 2024/25 (Pages 23 - 28)**

To receive from the Director for Sustainability & Resources, the schedule of meetings for the Council and other meetings in the next Municipal Year.

A copy of the schedule and covering report is attached as item 9.

## 10. Members question time under Council Procedure Rule 12

Members question time will last up to 30 minutes, questions will be taken in order of receipt, in rotation from each political group on the Council. The deadline for submission of questions is **25<sup>th</sup> March 2024 at 12 noon**. Questions to be submitted to [democratic.services@adur-worthing.gov.uk](mailto:democratic.services@adur-worthing.gov.uk)

Questions received can be asked of the following:

- a) The Chairman
- b) A Member of the Cabinet
- c) The Chairman of any Committee
- d) The Councils representative on any outside body

Questions cannot be asked on the following

- a) A specific planning or licensing application
- b) A specific staffing appointment, appeal or Standards determination

## 11. Motion on Notice (Pages 29 - 32)

To consider a Motion on Notice, submitted by the Proper Officer on behalf of Councillor Gabe Crisp, detailed as item 11.

## Part B - Not for Publication – Exempt Information Reports

None.



Paul Brewer  
Director for Sustainability & Resources

**Recording of this meeting**

The Council will be live streaming this meeting, including public question time. A 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:

Neil Terry  
Democratic Services Manager & Deputy  
Monitoring Officer  
01903 221073  
Email: [neil.terry@adur-worthing.gov.uk](mailto:neil.terry@adur-worthing.gov.uk)

For Legal Services enquiries relating to this meeting please contact:

Joanne Lee  
Assistant Director Legal & Democratic  
Services and Monitoring Officer  
01903 221134  
[joanne.lee@adur-worthing.gov.uk](mailto:joanne.lee@adur-worthing.gov.uk)