



ADUR DISTRICT
COUNCIL

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

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:

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

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 **25th March 2024 at 12 noon**. Questions to be submitted to 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

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



Council
28 March 2024
Item 7A

Extract from the minutes of the Joint Overview & Scrutiny Committee - 7 March 2024

JOSC/084/23-24 JOSC Work Programme update and Work Programme setting for 2024/25

The Committee had a report before it attached as item 12, which had been circulated to all Members.

Resolved:

The Joint Overview and Scrutiny Committee

- Noted the progress made in delivering the JOSC Work Programme for 2023/24
- Considered and confirmed a draft Work Programme for 2024/25 whilst noting that proposals from the Working Group Report in June may affect further changes to the Work Programme
- **Approved the referral of the confirmed draft JOSC Work Programme for 2024/25 for reporting to the Full Council meetings in March 2024 for approval**
- Agreed a set of pre-June workshops would be best held over two sessions in the evenings, one in Adur and one in Worthing, to enable the Joint Chairs to ensure best attendance for the review, the outcomes of which will be reported back to the Committee in June.

(Link to the report on the website - Joint Overview & Scrutiny Committee on [7 March 2024](#) and [Work Programme](#))



Extract from the minutes of the Licensing Committee - 11 March 2024

**ADC - LC/19/23-24 Adur Fees and Charges Consultation Committee
Report 2024**

The Officer presented the report explaining that no representations had been received. He clarified for Members that although Taxi Licensing is ideally a cost neutral element of the Council Services, the figures for 2022/23 show a deficit. The Officer explained that this was partly due to a change that was made to the way drivers were licensed due to Covid, i.e. 1 year licence instead of the regular 3 year duration.

The Committee Members proposed acceptance of the Officers recommendations.

This was seconded and voted in favour of unanimously.

Resolved: The Committee agreed to note that no responses were received following the Council placing a notice in a local newspaper setting out the changes to the vehicle and operator fees and inviting representations on those changes within 28 days. The Licensing Committee recommended to Council that it formally ratifies the fees and that they shall come into effect on 1 April 2024.

(Link to the report on the website e.g. [Adur Licensing Committee - 11th March 2024](#))



ADUR DISTRICT
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Item 7C

**Extract from the minutes of the Joint Audit & Governance Committee - 21
March 2024**

**JAGC/0xx/23-24 Creating a positive complaints culture: a new code for
complaints handling**

*Details to follow the publication of minutes from the meeting of the Joint Audit &
Governance Committee on the 21 March 2024.*

Resolved

(Link to the report on the website - [Joint Audit & Governance Committee on 21 March 2024](#))



ADUR DISTRICT
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Item 7D

**Extract from the minutes of the Joint Audit & Governance Committee - 21
March 2024**

JAGC/0xx/23-24 Amendments to the Constitution

Details to follow the publication of minutes from the meeting of the Joint Audit & Governance Committee on the 21 March 2024.

Resolved

(Link to the report on the website - [Joint Audit & Governance Committee on 21 March 2024](#))



Report of the Leader on Decisions taken by Cabinet Members and the Joint Strategic Committee since the last meeting of Council

A Decisions Taken by Individual Cabinet Members

Listed below is a summary of decisions taken by the individual Cabinet Members since the dispatch of the agenda for the last Ordinary Council Meeting. Details can be found on the Cabinet Members Decisions webpage.

Leader

None

Cabinet Member for Regeneration and Strategic Planning

JAW/021/23-24 Joint Statement of Community Involvement

Cabinet Member for Finance & Resources

JAW/017/23-24 IDOX Procurement

JAW/018/23-24 Compulsory Redundancy and Redundancy Payment from the Adur & Worthing Wellbeing Team

Cabinet Member for Adur Homes and Customer Services

A/AH&CS/007/23-24 Communal Ways and Sheltered Housing Cleaning Contract

Cabinet Member for Environment and Leisure

* JAW/022/23-24 *Civic Quarter MSCP*

Cabinet Member for Communities and Wellbeing

JAW/016/23-24 Revocation of Adur Air Quality Management Areas

JAW/020/23-24 Community Transport Grants

** The Adur Cabinet Member abstained as this was a matter relating to Worthing Borough Council*

B. Decisions taken by the Adur Joint Strategic Sub-Committee on 1st February 2024

Details can be found by clicking on this [link](#).

The matters not appearing elsewhere on the agenda:-

JSS-C(A)/55/23-24 Approval of budget to complete Albion Street housing development

The report sought approval of, a budget to complete and virement of £1.776m from capital budgets applied to the Small Sites project. The report sets out the background to the project which had been under construction since March 2021 but which had stalled due to the contractor's insolvency in August 2023.

Members were given an outline of the options which had been considered to ensure it was completed in the most timely and cost effective manner possible, and set out the financial implications.

Decision

- 1) That the virement of a budget for this project of £1.776m to enable the project at Albion Street to be completed be approved. It was noted that the Authority would look to claim £998k back through an insolvency bond.
- 2) That the net increase in budget to cover the additional cost of completing the project of £778,000, and that the project remains viable even with the additional spend be noted.
- 3) That authority be delegated to the Director for Housing and Communities to enter into all necessary contracts and associated legal documentation to enable the project to progress through the remaining construction phase to completion.

JSS-C(A)/56/23-24 Motion - Response and Options - Care Leavers

The report before Members gave an update on findings from the motion carried on November 7th 2023, whereby officers were instructed to investigate and outline how Adur District Council could better support care leavers by engaging directly with West Sussex County Council (WSCC), to proactively help the Care Leavers service move towards Good and on to Outstanding status as assessed by Ofsted, through the implementation of the following initiatives.

- The development of a shop front facing community base for our care leavers

- Develop an apprenticeship or work-based opportunity provided by the district council for any care leaver who wanted to explore this as an alternative employment, education and training option

Decision

- 1) That officers continue to engage and work with WSCC to proactively support care leavers so that they have the same opportunities and ambition as other young people do.
- 2) That it be recognised that it is not cost effective to open, maintain and resource a shop front for care leavers and instead seek alternative ways to improve outcomes for care leavers through existing mechanisms already at the council's disposal and by working with statutory partners to explore County wide potential.
- 3) That officers seek alternatives to embark upon a localised stand alone apprenticeship scheme and find alternative ways to improve routes to training and employment for care leavers, for example through positive recruitment approaches such as is found in the guaranteed interview scheme.

C. Decisions taken by the Joint Strategic Committee on 8 February 2024

Details can be found by clicking on this [link](#).

The matters not appearing elsewhere on the agenda:-

JSC/37/23-24 2024/25 Final revenue budget estimates

This report before members was the final budget report of the year, the culmination of the annual budgeting exercise, and asks members to note the full update on the impact of the annual grant settlement as detailed in section 5, The final revenue estimates for 2024/25; and an updated outline 5-year forecast.

The budgets reflected the decisions taken by members to date in relation to agreed savings proposals and any committed growth. The budgets were still to be adjusted for the proposals to balance the budget detailed in Appendix 2 of the report which were considered by the Cabinets in the previous week. The draft estimates for 2024/25 had been prepared, as always, in accordance with the requirements of the Service Reporting Code of Practice for Local Authorities (except in relation to pension cost adjustments that do not impact either on the Budget Requirement or the Council Tax Requirement).

In light of the challenging context in which the councils found themselves, the report also outlined risks and key assumptions underpinning the budget proposals as well as risk mitigation actions which were planned.

Decision

- 1) That the proposals for savings and the invest in services outlined in Appendix 2 which were considered at meetings of both Adur and Worthing Cabinets in early February be noted;
- 2) That the proposed 2024/25 budget detailed in Appendix 3 be noted. The respective council shares had been approved by the Adur and Worthing Cabinets. It was noted that the budget would be adjusted for any changes to the Investment in Services proposals agreed by each Cabinet at the February meetings
- 3) That the proposed use of capital receipts to support the delivery of the budget as set out at section 9.2 and Appendix 5 be noted. These were considered at the Adur and Worthing Cabinet meetings in early February .

JSC/39/23-24 Adoption of Adur & Worthing Councils Carbon Management Plan

Adur & Worthing Councils declared a Climate Emergency in July 2019. As part of the declaration, Members committed to work towards becoming carbon neutral by 2030. The Carbon Neutral Plan was adopted in December 2019, setting out pathways for the councils to achieve the target. In the intervening years significant progress had been made reducing carbon emissions and further developing the recommendations set out in the Carbon Neutral Plan to develop the pipeline of projects that would ensure the councils met their commitment on carbon emissions.

Decision

- 1) That the progress made on projects and recommendations since the publication of the Carbon Neutral Plan be noted
- 2) That Carbon Management Plan be approved and adopted it be published on the councils' website

JSC/40/23-24 Simpler Recycling and Food Waste Collection

The National Waste Strategy adopted in 2018 set ambitious targets for recycling and waste minimisation. The Environment Act formed one of the vehicles for the delivery of the strategy, and after numerous consultations and delays, the Government published its proposals in relation to 'simpler recycling' in October 2023. The simpler recycling scheme had significant operational and financial implications for our residential waste and recycling services as well as for commercial services.

The report identified key risks including: Simpler recycling placed additional burdens on the Councils, the most significant one being the requirement to provide food waste collections from all residential properties by 1 March 2026. The Government had made a commitment to new burdens funding, and ongoing funding through extended producer responsibility (a levy raised on the manufacturing industry). On 9 January the Government announced the capital funding awarded to councils the councils were awaiting information on revenue funding. Given the financial position of the Councils, introduction of the new services, and compliance with the new statutory requirements could only take place if they were fully funded in terms of both revenue and capital.

The Committee expressed that it was broadly supportive of the recommendations of the National Waste strategy however considerable concern and disappointment was expressed in recognition of the significant financial and operational risks associated with the proposed insufficient government funding of the scheme. Members agreed unanimously that the Leaders should be delegated to write to the Secretary of State expressing those concerns

Decision

- 1) That the the requirements set out under the simpler recycling scheme be noted
- 2) That the significant additional obligations both financially and operationally and the risks to the Councils associated with non-compliance be noted.
- 3) That, informed by the new statutory requirements and the aspirations set out in Our Plan and the priorities of the individual Councils, the development of a Waste and Resources strategy for Adur and Worthing be approved.
- 4) That the Leaders write a letter to the Secretary of State expressing concerns over funding of the scheme

JSC/41/23-24 Corporate Risks and Opportunities

The report before Members provided updates on the management of the Councils' Corporate Risks and Opportunities.

The Councils recognised that there were risks and opportunities involved in everything that they did and there was a duty to manage those risks and opportunities in a balanced, structured and cost-effective way.

Decision

- 1) That the progress in managing the Corporate Risks and Opportunities be noted;

- 2) That the Committee agree to receive a further annual progress report in Autumn/Winter 2024/25.

D. Decisions taken by the Adur Joint Strategic Sub-Committee on 12th March 2024

Details can be found by clicking on this [link](#).

The matters not appearing elsewhere on the agenda:-

JSS-C(A)/62/23-24 Exploration of response and options available for the Old School House Motion

Before the Committee was a report by the Director for Housing and Communities, copies of which had been circulated to all Members and a copy of which is attached to the signed copy of these minutes as Item 9.

Following a recent Motion presented to this council about ESTEEM and the Old School House, officers committed to bringing back a report to Members of the sub-committee. The report therefore set out the options available to support ESTEEM and the motion for them to occupy the Old School House.

The Old School House was a repurposed residential property. The building was currently occupied by ESTEEM, a local youth organisation wanting to make the building their permanent home.

The report provided the necessary background information for Members, and asked Members to delegate work to officers to progress the options so that a considered decision on the future of the Old School House building can be made.

Members supported the approach taken by Officers, investigating restrictions of the Community Asset and asked for option 3 to be progressed

Decision

- 1) That the options appraisal that has been carried out be noted and that it be agreed that officers work up the next steps and progress Option 3, as the preferred route
- 2) That the progression of this work be delegated to the Assistant Director for Regenerative Development in consultation with the Leader
- 3) That in the short term it be agreed to enter into a fixed term lease with ESTEEM for their current occupation of The Old School House, while the council reviews available options under the Community Asset Transfer process.

- 4) That a Community Asset Transfer Policy be developed for future disposals of Community Assets both in terms of sale and lease

JSS-C(A)/63/23-24 Housing Improvement Plan: March 2024 Progress Report

The report before Members provided a progress overview of the Housing Improvement Plan to both the Adur Joint Strategic Sub-Committee and the Joint Audit and Governance Committee, following the self-referral to the Regulator for Social Housing earlier this year.

Previous reports had detailed the rationale for the self-referral, the response from the Regulator, and the scope of the work planned to address these issues in Adur Homes.

The report set out a summary of the work underway, the progress being made to improve performance and meet the required standards, and the issues that remain. The purpose and focus of all of this work was about delivering the Council's mission to ensure that everyone had a safe, secure and sustainable home.

The report provided an update on the progress being made on the outstanding Audit Actions, which had been integrated into the Improvement Plan.

Decision

- 1) that the good progress being made to ensure that Adur Homes becomes fully compliant with regulatory standards and the wider programme of transformation to create safe, secure and sustainable homes for our residents be noted.
- 2) that the interim policies previously agreed by this committee for 2024/5 be extended. The policies are listed in 1.19 and will be reviewed during 2024/25.
- 3) that the progress being made with regard to the progress being made on complaints and that the wider changes around complaints policy is being reported to the Joint Audit and Governance Committee be noted

JSS-C(A)/64/23-24 3rd Quarter Capital Investment Programme & Projects Monitoring 2023/24

The report updated the Sub-Committee on the progress made on the delivery of the 2023/24 Capital Investment Programme for Adur District Council. The programme includes schemes which support the delivery of services by the Joint Services Committee

Decision

- 1) That the reprofiling of the Adur District capital schemes as advised in paragraph 6.1 and appendix 2 be noted
- 2) That the changes to the current schemes as set out in section 6.2 report be approved.

JSS-C(A)/65/23-24 Development of a Community Hub at the site of the Southwick FC football ground

The strategic objective of the report before Members was to highlight the Council's support for a project to provide a community football hub to promote health, wellbeing and education in the area; and to maximise the prospect of securing Football Foundation funding to help ensure this vital project could happen.

The report sought authority to bid in partnership with the Russell Martin Foundation and to enter into a Football Foundation funding agreement for the redevelopment of Southwick Football Club.

The report set out the contractual arrangements and financial commitments of the Council and seeks appropriate authorisation from members of the Sub-Committee to ensure the project can be delivered.

Members supported the approach taken and looked forward to working with the Russell Martin foundation

Decision

1. That the Council be authorised (if required) to enter into the Football Foundation Grant Funding Agreement jointly with the Russell Martin Foundation to receive and allocate any funding from the Football Foundation under the terms of the grant for the purpose of delivering a new development and football pitch at the Southwick Football Club site to be operated by the Russell Martin Foundation under a lease arrangement as a community football hub to promote health, wellbeing and education in the area;
2. That the Director for Place or Assistant Director for Regenerative Development, may exercise delegated authority to enter into a build contract on behalf of the Council (providing always that the build contract is within available budget) to secure the development referred to in 1 above, following the outcome of a compliant procurement exercise;
3. That it be noted that the Director for Place or Assistant Director for Regenerative Development will ensure that the Lease or other

contractual arrangements requires the Russell Martin Foundation to create a sinking fund for ongoing repair and maintenance of the development and football pitch and ensures a commitment to the Council for the Foundations' ongoing compliance with the terms of the Grant Funding agreement with the Football Foundation.

4. That it be noted that the Football Foundation grant funding terms and conditions may require the Council to agree a restriction on the title to the property to protect the Football Foundation's investment over the term of the grant funding agreement.
5. That it be noted that the financial implications in this report and authorise the sum of £300,000 from the 2024/25 capital programme to be allocated to works and for this budget to be used to meet the Council's contribution to the match funding required for the project. 2.6. To delegate to the Director for Place or the Assistant Director for Regenerative Development, the authority to procure and deliver the required outcomes as set out in this report within approved budgets

E. Decisions taken by the Joint Strategic Committee on 12th March 2024

Details can be found by clicking on this [link](#).

The matters not appearing elsewhere on the agenda:-

JSC/47/23-24 Housing Strategy, Policy and Data progress

The report before Members provided an update for both councils on the progress made against the Housing Strategy 2020-2024. Provided a summary of the Homelessness & Rough Sleeping assessment, and requested an extension to the housing and homelessness strategies (Housing Strategy 2020-2023, Temporary Accommodation placement & Procurement Policy, Community Homelessness Prevention Strategy 2017-2022) The report further asked Members to approve updates to the respective Choice Based Lettings Policies detailed in section 4.

Members supported the approach taken by officers and noted the unprecedented pressure on Housing.

Decision

- 1) That the following strategies and policies be extended until the end of 2024
 - a) Housing Strategy 2020-2023
 - b) Temporary Accommodation Placement and Procurement Policy
 - c) Community Homelessness Strategy

- 2) That the progress and plans underway to tackle homelessness and rough sleeping contained within the report be noted.
- 3) That changes to the respective Councils Choice Based Lettings Policies be approved.
- 4) That Minor changes to be delegated to the Director of Housing and Communities in consultation with the respective Cabinet Members (Cabinet Member for Adur Homes and Customer Services and Cabinet Member for Housing and Citizen Services for Worthing) and wider approval for more significant changes detailed in section 4

JSC/48/23-24 Organisational Design Programme

This report updated the Joint Strategic Committee (JSC) on the reporting and governance for the Organisational Design programme. Members were told that subsequent updates will be brought to the JSC at regular intervals.

Members supported the approach being taken by officers and recognised the need for rapid change. Members explored measures to improve staff resilience and the range of support that would be available to staff during the process.

Decision

- 1) That the scope of the programme, the development of the operating models and roadmaps for the initial first group of areas of focus and delegate decisions on the delivery of the programme to the Chief Executive be noted and agreed.
- 2) That the reporting format for the tracking of the delivery of the programme be agreed.

JSC/49/23-24 3rd Quarter Revenue Monitoring Report 2023/24

The report updated the Joint Strategic Committee with the latest expenditure and income projections for both Adur District Council and Worthing Borough Council for the financial year 2023/24, compared to the Revenue Budget approved by both councils in February. Whilst the 'spend to date' would be the position as at the 30th December 2023, the forecast outturn position will reflect the latest information available to ensure an up-to-date forecast is presented.

The outturn projection for the 2023/24 financial year for the Worthing Borough Council General Fund was a net overspend after reserve transfers of £1.657m and for the Adur District Council General Fund a net underspend after reserve transfers of £299k. A breakdown was set out in section 5.1 of the report.

The position had been achieved as a result of a very significant in-year spend controls and savings process, However the savings achieved had been largely counteracted by significant emerging pressures.

Decision

- 1) That the report and projected outturn position for Worthing Borough Council against the approved revenue budgets and proposed use of reserves be noted (Appendix 2b).
- 2) That the report and projected outturn position for Adur District Council against the approved revenue budgets and proposed use of reserves be noted (Appendix 3b).

F. Urgent Decisions taken by the Cabinet

Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 (as amended).

None.

Local Government Act 1972

Background papers

None.

**Councillor Neil Parkin
Leader of the Council**

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ADUR DISTRICT
COUNCIL

Council
28 March 2024

Schedule of Meetings 2024/25

Report by the Director for Sustainability & Resources

Officer Contact Details

Neil Terry

Democratic Services Manager & Deputy Monitoring Officer

01903 221073

neil.terry@adur-worthing.gov.uk

Executive Summary

1. Purpose

- 1.1. Before the beginning of each Municipal Year, the Council must approve a schedule of meetings for the following year in order to help plan the Council's business.
- 1.2. The attached schedule at Appendix 1, lists the ordinary meetings of the Council that are proposed to be held over the Municipal Year 2024/25.

2. Recommendations

- 2.1. The Council is recommended to approve the proposed schedule of meetings for the 2024/25 Municipal Year, as set out in Appendix 1 of the report.

3. Context

- 3.1. In order to enable the efficient administration of the Council's business and the delivery of Council services, there needs to be planned activities that cover the period of the 2024/25 Municipal Year.
- 3.2. The schedule of meetings advises both Members and Officers on when to carry out Council activities and to that end, enhances the decision making process.

4. Issues for consideration

- 4.1. That Council approves the schedule of meetings for the 2024/25 Municipal Year (May 2024 to May 2025).
- 4.2. That Members suggest any appropriate amendments to the proposed schedule of meetings for this period. However, it should be noted that any amendment to one meeting date is likely to have an impact on a number of others given the interrelationship between meetings and the limited number of dates available throughout the year.
- 4.3. The schedule has been designed, as far as possible, to ensure that it provides for meetings when decisions are required so that all matters are dealt with on a timely basis.

5. Engagement and Communication

- 5.1. The Council's Corporate Leadership Team has endorsed the Schedule of Meetings.

6. Financial Implications

- 6.1. There are no financial implications arising directly from this report. The cost of delivering the meetings is met from within existing budgetary provision.

7. Legal Implications

- 7.1. The functions that are the subject of this report are for the Full Council to decide.
- 7.2. Paragraph 2.2(o) of the Council Procedures Rules confirms that the Schedule of Meetings will be approved at the Annual Council Meetings unless agreed earlier. This report asks Members to approve the Schedule at the March meeting, pursuant to this paragraph.

Background Papers

- Adur Council - March 2023

Sustainability & Risk Assessment

1. Economic

Matter considered and no issues identified.

2. Social

2.1 Social Value

A planned schedule of meetings enables local residents to know, in advance, when the Council is due to undertake activities and to that end, enhances the decision making process.

2.2 Equality Issues

There are no equality issues arising directly from this report but the Council needs to retain a strong focus and understanding on issues of diversity amongst the local community and ensure that service delivery matches these accordingly.

2.3 Community Safety Issues (Section 17)

Matter considered and no issues identified.

2.4 Human Rights Issues

Matter considered and no issues identified.

3. Environmental

Matter considered and no issues identified.

4. Governance

Part 4 of the Council's Constitution, Council Procedure Rule 2.2(o), requires the Annual Council to approve a programme of Ordinary Meetings of the Council for the year, if not already agreed.

Adur District Council & Worthing Borough Council - Calendar of Meetings for 2024/25 (DRAFT)

	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F
May 2024			1	2 E	3 C	6 B/H	7	8	9	10	13	14	15	16	17	20	21 C(A)	22	23 C(A)	24	27 B/H	28 JAGC	29	30	31
June	3 PC	4	5	6 JOSC	7	10 LC	11 WJSSC	12	13 AJSSC	14	17	18	19 PC	20	21	24 LCC	25	26	27 JSfC*	28					
July	1 PC	2 LGA	3 LGA	4 LGA JOSC	5	8	9 JSC*	10	11 JAGC	12	15	16	17 PC	18 C	19	22	23 C	24	25	26	29	30	31		
Aug				1	2	5 PC	6	7	8	9	12	13	14	15	16	19	20	21 PC	22	23	26 B/H	27	28	29	30
Sept	2 PC	3	4	5 JOSC	6	9 LC	10 WJSSC	11	12 AJSSC	13	16	17 PC	18	19	20	23 LCC	24	25	26 JAGC	27	30 PC				
Oct		1 JSC*	2	3	4	7	8 JSfC*	9	10	11	14	15	16 PC	17	18	21	22 C	23	24 C	25	28	29	30	31	
Nov					1	4 PC	5	6	7 JOSC*	8	11 LC	12 AJSSC	13 PC	14 WJSSC	15	18	19 JAGC*	20	21	22	25 LCC	26	27	28	29
Dec	2 PC	3 JOSC*	4	5 JSfC	6	9	10 WJSSC	11 PC	12 AJSSC JSC	13	16	17 C	18	19 C	20	23	24	25 B/H	26 B/H	27	30	31			
Jan 2025			1 B/H	2	3	6	7	8	9	10	13 LC	14	15 PC	16 JAGC*	17	20	21	22 PC	23	24	27 LCC	28 JOSC*	29	30 ACAB AJSSC	31
Feb	3 PC	4 WCAB WJSSC	5	6 JSC	7	10	11	12	13	14 WS (TS)	17	18	19 PC	20 C (TS)	21	24 LC	25 C (TS)	26	27 JOSC*	28					
March	3 PC	4 WJSSC	5	6 AJSSC JSC	7	10 LCC	11 JAGC*	12	13 JSfC	14	17	18 C	19	20 C	21	24	25	26 PC	27	28	31				
April		1	2	3	4	7 PC	8	9	10	11	14	15	16 PC	17	18 B/H	21 B/H	22	23	24	25	28	29	30		
May				1 E	2 C	5 B/H	6	7	8	9	12	13	14	15	16	19	20 C(A)	21	22 C(A)	23	26 B/H	27	28	29	30

Adur District Council Meetings (7.00pm)		Worthing Borough Council Meetings (6.30pm)		Joint Meetings (6.30pm)	
C	Council (A = Annual, TS = Tax Setting)	C	Council (A = Annual, TS = Tax Setting) <i>C(TS) to start at 10.30am</i>	Adur District and Worthing Borough Councils:	
Cab	Cabinet	Cab	Cabinet	JOSC	Joint Overview and Scrutiny Committee
AJSSC	Adur JSC Sub-Committee	WJSSC	Worthing JSC Sub-Committee	JSC	Joint Strategic Committee
PC	Planning Committee (6.30pm)	PC	Planning Committee	JAGC	Joint Governance Committee
LC	Licensing Committee	LCC	Licensing Control Committee	JSfC	Joint Staff Committee
				JSSC	Joint Senior Staff Committee
PCCP	Police Crime & Commissioner Panel (tbc)	E & C	Elections - Polling Day / Count		
WS	West Sussex Tax Setting Meeting	B/H	Bank Holiday		LGA Annual Conference, Harrogate
A CLF	Adur County Local Forum (7.00pm)				School Holidays
W CLF	Worthing County Local Forum (7.00pm)				

* = Joint Meetings Held at Worthing Borough Council



Council
28 March 2024

Ward(s) Affected: All

Motion on Notice

Report by the Director for Sustainability & Resources

Officer Contact Details:-

Neil Terry

Democratic Services Manager & Deputy Monitoring Officer

01903 221073

neil.terry@adur-worthing.gov.uk

Executive Summary

1. Purpose

- 1.1. The report before Council sets out a motion received from Councillor Gabe Crisp which has been seconded by Councillor Julian Shinn.
- 1.2. Council is asked to consider and debate the motion prior to it being referred to the Adur Joint Strategic Sub-Committee for determination under provisions set out in paragraph 14 of the Council Procedure Rules (part 4 of the Council Constitution - Rules of Procedure).

2. Recommendations

- 2.1. The Council is asked to debate the motion, as set out in Annex A to this report, prior to its referral to the Adur Joint Strategic Sub-Committee for consideration and determination.

3. Context

- 3.1 A motion on notice has been received from Councillor Gabe Crisp, (attached as Annex A).
- 3.2 The content of the motion is relevant to a matter in relation to which the Council has powers or duties and which specifically affects the District.

4. Issues for consideration

- 4.1 Motions considered by Full Council are done so under part 14 of the Council's Procedure Rules and are debated under rules set out under part 16 of the Council Procedure Rules.
- 4.2 The Council is asked to debate the motion under these rules accordingly.

5. Financial Implications

- 5.1 The financial implications associated with this motion will be considered by the Adur Joint Strategic Sub-Committee following its referral.

6. Legal Implications

- 6.1 Rules concerning motions are set out in the Council's Constitution under section 14 of the Council's Procedure Rules.

Background Papers

None.

Motion on 'Zane's Law'

Preamble

The current UK regulations with regard to toxic waste disposal and the danger to human life, to our environment, and to the planet as a whole, from both historic landfill sites and currently approved landfill sites operating the 'dry tomb' principle, are dangerously inadequate. Especially so, in the face of climate breakdown, with rising sea levels, increased rainfall, and widespread flooding.

In 2014, 7-year-old Zane Gbangbola died, and his father was paralysed with a diagnosis of hydrogen cyanide (HCN) poisoning, during catastrophic flooding in the UK. It is understood that flood water passing through a historic landfill site carried HCN into Zane's home, and this was detected there at high levels by the Fire and Rescue Services on the night of the tragedy. This is expected to be the subject of an Independent Panel Inquiry.

'Zane's Law' seeks to address the crisis of contaminated land in the UK, reinstating legislative provisions removed by successive governments from the 1990 Environment Protection Act, and recognising the Human Right to a Healthy Environment, approved by the UN General Assembly, in July 2022.

Therefore, 'Zane's Law' proposes that the following measures be adopted into legislation by the Government, to prioritise the protection and safety of people and planet, and the human right to a healthy environment.

The legislation if passed would likely include:

1. Each relevant Local Authority must keep a full, regularly updated Register of Land that may be contaminated within their boundary.
2. The Environment Agency must keep a full, public 'National Register of Contaminated Land' to be regularly updated by information from Local Authorities.
3. All above mentioned Registers of Land must be accessible and available for inspection by the General Public.
4. Relevant Local Authorities must inspect any land registered that may be contaminated and must fully remediate or enforce remediation of any land which poses harm to public safety, or which pollutes controlled waters*.
5. Relevant Local Authorities must be responsible for inspecting previously closed landfill sites and fully remediating them or enforcing their remediation when they pose a risk of significant harm to people or controlled waters.

6. The Government must take full responsibility for providing the necessary funds for Local Authorities to meet these new requirements, following the 'polluter pays' principle: to recover costs as appropriate where those responsible for the pollution can be identified.

These measures are not all in place currently and would require significant investment and full funding from the Government to be implemented. These must take account of other statutory requirements (such as data protection provisions).

Motion

This Council therefore resolves:

To write to the Prime Minister, the Secretary of State for Health, and the Secretary of State for the Environment, Food and Rural Affairs to express the Council's support for new legislation on contaminated land based on the proposed principles of 'Zane's Law', to request that these ministers support Baroness Natalie Bennett, by all possible means, in her efforts to advance 'Zane's Law' through the House of Lords, and that the Government provides all necessary funds for Local Authorities and others to meet the requirements of any new legislation.

** Controlled waters are groundwater or surface water intended for human consumption.*

Proposer - Cllr Gabe Crisp
Seconder - Cllr Julian Shinn