



ADUR DISTRICT
COUNCIL

22 August 2023

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

**Adur Council Meeting
22 August 2023**

QE2 Room, Shoreham Centre, Shoreham-by-Sea

6.30 pm

Agenda

14 August 2023

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 District except no questions may be asked on

- 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 minute; questions will be taken in order of receipt. The deadline for submissions is 17 August 2023 at 12 noon.

Questions to be submitted to democratic.services@adur-worthing.gov.uk

4. Recruitment for Assistant Director for Finance (Section 151 Officer) (Pages 5 - 6)

To consider recommendations from the Joint Senior Staff Committee meeting held on the 1 August 2023

5. Items raised under urgency provisions

To consider any items the Chairman has agreed are urgent



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
01903 221364
Email neil.terry@adur-worthing.gov.uk

For Legal Services enquiries relating to this meeting please contact:

Joanne Lee
Head of Legal Services and Monitoring Officer
01903 221134
joanne.lee@adur-worthing.gov.uk



Extraordinary Meeting of Council
22 August 2023

Extract from the minutes of the Joint Senior Staff Committee - 1 August 2023

JSnSC/012/23-24 Recruitment for Assistant Director for Finance (Section 151 Chief Finance Officer)

The Joint Senior Staff Committee is responsible for the recruitment of the Chief Executive (Head of Paid Service), Chief Financial Officer and Monitoring Officer, and making recommendations to Full Councils on such appointments.

The report updated Members on progress made in the appointment of the Assistant Director for Finance and Section 151 Chief Finance Officer since the meeting held on 21 June 2023 and provided an overview of the recruitment and selection process along with the necessary documents to support the committee in undertaking interviews and selection.

Resolved,

The Joint Senior Staff Committee

- 1.1. Recommended that Adur and Worthing Councils approve the appointment of Mrs Emma Thomas as the Assistant Director for Finance (Section 151 Chief Finance Officer) of Adur and Worthing Councils;
- 1.2. Recommended that Extraordinary Meetings of Adur and Worthing Full Councils be called, in accordance with the Council Procedure Rules at 4.1, to approve the appointment of Mrs Emma Thomas as the Assistant Director for Finance (Section 151 Chief Finance Officer) to both Adur District and Worthing Borough Councils prior to the retirement of the outgoing Chief Financial Officer on 31st August 2023.
- 1.3. Noted the appointment to the post would be made subject to the approval of both Full Councils.
- 1.4. Delegated authority to the Head of Paid Service to make minor and inconsequential amendments to the terms of employment.

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