

**Minutes of a Meeting of the
Adur District Council**

20 February 2020

QE2 Room, Shoreham Centre, Shoreham-by-Sea

Councillor George Barton, Chairman
Councillor Andy McGregor, Vice-Chairman

Councillor Carson Albury	Councillor Lee Cowen
Councillor Carol Albury	Councillor Angus Dunn
Councillor Catherine Arnold	Councillor Emma Evans
Councillor David Balfe	Councillor Joss Loader
Councillor Brian Boggis	Councillor Paul Mansfield
Councillor Kevin Boram	Councillor Lavinia O'Connor
Councillor Ann Bridges	Councillor Neil Parkin
Councillor Clive Burghard	Councillor David Simmons
Councillor Stephen Chipp	Councillor Debs Stainforth
Councillor Dave Collins	Councillor Sami Zeglam
Councillor Brian Coomber	

Absent

Councillor Pat Beresford, Councillor Liz Haywood, Councillor Barry Mear, Councillor Peter Metcalfe and Councillor Robin Monk

c/47/19-20 Apologies for Absence

Apologies were received from Councillors Beresford, Haywood, Metcalfe, Mear, and Monk

c/48/19-20 Declarations of interest

The Chairman announced that the Monitoring Officer had granted a dispensation to all Members who may have a disclosable pecuniary interest in relation to item 12 the setting of the Council Tax, in accordance with section 33 of the Localism Act 2011. It was also noted that all West Sussex County Councillors declared personal interests in this item

c/49/19-20 Questions from the public

A Member of the Public asked the following question: Page 71 of the recent JSC meeting indicates a reduction in the joint parks budget of £159,130. In Adur flower beds have disappeared, and I am advised that cuts will be made in the Allotment budget. Most of the Adur allotment sites have 'Overseers' who reduce costs considerably but can more reductions be justified? The member of the public was told that the joint parks budget covered a wide range of areas of service, including our cemeteries and the crematorium in Worthing as well as our parks and open spaces across both Adur and Worthing. The majority of this reduction comes from removing budgets for posts no longer required, primarily in Worthing. While the reduction to the Adur parks and open spaces budget was relatively small (£1,920). The reduction in cemeteries budget related to attracting additional income. Over

the coming year the parks and open spaces team was looking at ways to improve efficiency, procuring services and generating income. There was no significant reduction planned in Adur's allotments budget. A small saving is anticipated through the continued allotment self management programme, which results in the Council no longer charging allotment holders.

A Member of the public asked the following question: My question concerns the Motion on Notice regarding the Local Electricity Bill tabled by Councillor Neil Parkin (Agenda Item 12 and Annex A). Councillor Parkin's Motion should be supported. If it is enacted the Bill, which should receive cross-party support, would be a significant step forward in achieving viability for local sustainable electricity supply companies, helping to overcome the prohibitive costs currently faced by small businesses interested in becoming involved in this field. The Council's lead in installing photovoltaic arrays on civic buildings is commendable, but I believe the Council's role needs to extend beyond action on its own buildings and landholdings. What steps will the Council take to encourage other potential contributors to sign up to the necessity for local electricity provision, and please outline what steps the Council, and indeed other organisations in Adur, will take to encourage a strong local groundswell of support for the Local Electricity Bill? The member of the public was told that the Council could only adopt measures which it has direct control over, therefore the adopted motion had to be limited in scope. Nor was the motion the only means we are pursuing with our communities to improve how they use energy. Support of the Local Electricity Bill also lined-up with the commitment to become carbon-neutral following the declaration of a Climate Emergency last July. The Councils had adopted its Carbon Neutral Plan to provide a clear pathway to achieve that goal. Nevertheless, the resident was right on initiatives that will help our communities to address Climate Change need support from across the community. The Council was committed to working across the Council's properties and partners, to increase local renewable energy production. As part of UK100 Cities the Councils had committed to work to become carbon-neutral across Adur 2030. Ideas on how that will be achieved would be presented at the climate conference - Zero2030 on the 4th March in Worthing, which was being hosted by the Councils and local community partners. This could include support for the Local Electricity Bill. Officers engaged with communities through various means on the issue of sustainability. The Strategic Sustainability Manager had led the way in conveying a group of local authority sustainability officers from across Sussex and Hampshire, and this forum was being used to encourage neighbouring local authorities to consider the Bill. In Spring, the Councils would also be producing an updated 'Sustainable AW' to share what the Councils were doing and what local stakeholders have also committed to doing in terms of action on Climate Change and protecting our natural environment. The Councils were also committed to holding a Climate Assembly over a number of sessions over the coming year. In addition, the Councils had tremendous success in improving the energy efficiency and reducing energy cost for our residents through the LEAP energy advice programme. In Adur, we have had some of the highest participation numbers with 200 residents benefiting from over 1500 installations of energy efficiency measures in their homes.

A Member of the Public asked the following question: At present, there is only one public electric-car charging site in the whole of Adur, this is located in the Pond Road car park in Shoreham, which, in any case, is subject to car parking charges. What plans does the council have to increase and extend the availability of public electric-car charging points across Adur? The resident was told that the Council was working with West Sussex County Council to provide additional charge points across the District. A public rapid charge point is currently awaiting commissioning at Lancing Manor Leisure Centre, we hope this will be available next month. The Council was also working with developers through the planning

process to introduce charge points into new developments. Where possible, this would also include publicly available charge points.

The Chair of the Adur Consultative Forum purported that there had been inadequate consultation with the forum concerning the responsive repairs policy and asked if consultation in future would include the forum at an earlier stage. The Executive Head of Customer Services explained that there had been an earlier miscommunication and stated that there would be better communication in the future.

A resident stated that there had been flooding across the County. The resident stated that a development was due to begin on a flood plain in Lancing and asked what the Council was doing to protect Adur residents, particularly Lancing from flooding and was told that a response would be given in writing after the meeting

A resident told the Council that parking was a serious problem in shoreham. The area from Cecil Norris to free wharf there were a number of new homes that would exceed the number of parking spaces by at least 300. There were also other parking pressures from the Focus building and a proposed development at Free Wharf. It was argued that Car clubs and travel plans would only dissuade a few people from owning cars which was different from dissuading people from using cars. Until there was progress in securing safer cycle routes and improved public transport there would be only limited decreases in car ownership. The resident asked how the Council could justify such an extreme underprovision of car parking spaces for new developments knowing that it would lead to more cars circling looking for on street parking, an increased demand for paved front gardens leading to a loss in flowers trees and shrubs which would lead to an increase in water runoff. There would also be an increase in on street parking. The resident was told that an answer would be provided in writing

A resident stated that as part of the focus travel plan a meeting should take place with the travel plan manager and a representative of the council six months after occupation. What was the result of that meeting if it has occurred? The resident was told that an answer would be provided in writing

c/50/19-20 Confirmation of Minutes

Resolved: that the minutes of the meeting held on 18 December 2019 be approved as a correct record and be signed by the Chairman.

**c/51/19-20 Announcements by the Chairman, Leader of the Council,
Executive Members and / or Head of Paid Service**

The Chairman gave an update to the Council on events that he had attended since the last Council meeting.

The Leader of the Council announced the upcoming departure of the Director for Communities and Policy Officer and thanked them for their Service.

The Leader of the opposition announced that the vacant position on the Joint Senior Staff Committee would be taken up by him (Councillor Lee Cowen).

c/52/19-20 **Items raised under urgency provisions**

There were no items

c/53/19-20 **Recommendations from the Executive and Committees to Council**

A) Adur Homes Responsive Repair Policy

The Leader announced that given miscommunication with the Adur Consultative Forum he proposed that the matter be delayed until the next council meeting to allow for further consultation with the Adur Consultative Forum, which was seconded. On a vote the delay was approved by the Council.

Resolved: that the matter be postponed until the next Council meeting to allow for further consultation with the Adur Consultative Forum.

B) Council Tax Support Schemes for 2020/21

The Leader introduced the issue to the Council and moved the recommendation which was seconded

On a vote the recommendations were approved

Resolved:

That the Council Tax Support scheme for Adur District Council in respect of working age customers for 2020/21

- a) should be based upon the scheme for 2019/20 with no restrictions; and
- b) no other changes should be made beyond necessary technical amendments required to keep the scheme consistent with the national rules in respect of Housing Benefit

C) Council Tax “long-term empty” premium and discounts

The Leader introduced the recommendation to the Council and answered questions about long-term empty properties.

The Council debated the matter and on a vote the recommendations were approved

Resolved:

- a) that the “long-term empty premium” should be increased in accordance with the maximum figures detailed in paragraph 3.5;
- b) that a discretionary policy should not be introduced;
- c) that the local discount in respect of unoccupied properties undergoing structural alterations should be abolished with effect from 1 April 2020;

- d) that the local discount in respect of unoccupied and unfurnished properties should be abolished with effect from 1 April 2020.

D) Review of the Code of Conduct for Members

The Chairman of the Joint Governance Committee introduced the recommendations to the Council. The recommendations were approved, seconded, debated and on a vote were approved.

Resolved: that the revised Code of Conduct for Members be adopted.

F) Delivering our Housing Strategy - Adur and Worthing Councils' Housing Allocations Policies

The Leader introduced the recommendation to the council and moved the recommendation which was seconded.

The Council debated the recommendation, in particular consultation on the strategy.

On a vote the recommendation was approved

Resolved: that the Adur District Council Housing Allocation Policy be approved and adopted;

G) Joint Treasury Management Strategy Statement and Annual Investment Strategy 2020/21 to 2022/23, Adur District Council and Worthing Borough Council

The Leader of introduced the recommendation to the Council which was seconded, voted upon and approved.

Resolved: the Prudential Indicators and Limits, and MRP Statements be approved and adopted

H) Adur Homes Development Programme - Albion Street and Cecil Norris House

The Leader of introduced the recommendation to the Council which was seconded, voted upon and approved.

Resolved: that Adur District Council release a budget of £2.8m to fund the Albion Street development funded by prudential borrowing;

c/54/19-20 Report of the Leader on decisions taken by the Executive

Before the Council was a report by the Director of Communities, a copy of which had been circulated to all members, a copy of which is attached to the signed copy of these minutes as item 9

The report before members set out the decisions made by the Executive since the last meeting of Council.

A Member asked about the food services plan and whether there was sufficient staffing to meet recent changes in regulation. The Executive member for Health and Wellbeing confirmed that there was sufficient staffing.

c/55/19-20 Members question time under Council Procedure Rule 12

No questions had been provided in advance

c/56/19-20 Schedule of Meetings 2020/21

Before the Council was the schedule of meetings for 2020/21. The Council was asked to formally approve the schedule. The schedule was proposed, seconded and approved

Resolved: that the schedule of meetings for 20/21 for Adur District Council be approved

c/57/19-20 Suspension of Council Procedure rules

The Council was asked to suspend Council Procedure rules where they conflicted with the budget procedure rules in accordance with paragraph 7.2 of the budget procedure rules.

Resolved: that the Council procedure rules be suspended where they conflicted with the budget procedure rules in accordance with paragraph 7.2 of the budget procedure rules

c/58/19-20 Council Tax 2020/21

The Leader of the Council introduced the budget and setting of the council tax to members and made the following speech which is summarised as follows:

- The Leader was proud of the work of the council in the previous year;
- The administration did not duck from hard decisions given the financial challenges facing the council;
- The move to fortnightly collections had resulted in a rise in recycling rates and a reduction in residual waste;
- The Executive, Chairman and Officer were thanked for their work of the past year;
- Despite the financial pressures faced by the Council the Council still delivered quality services to the community;
- The budget was the first with platforms:going further in mind and careful financial management would allow for investment in more than 150 services, building economy and homes and protecting an environment;
- Over the previous year Focus house had opened, a development that had provided benefits to the local economy including 450 jobs in a council owned premises, money being spent locally;
- The Council was looking to use assets smarter. The Council was looking to build Council housing on Council housing on Council owned land. The Council had secured £10m to create 540 affordable homes and was investing in staff and skills to make sure that benefits were shared broadly across the community;
- 71 households had been prevented from becoming homeless and the council had also introduced the 'opening doors scheme' as well as investing in Council-owned temporary and emergency accommodation.
- The budget included £5.6m to improve and repair Adur Homes properties which would be supported by a 2.7% increase in rents which would be the first increase in four

years. The rise was vital to ensure the councils could ensure quality and safety for Adur Homes residents;

- The Council had declared a climate emergency making a commitment to be carbon neutral by 2030. A solid plan had been developed and the authority was working hard to reduce its carbon footprint and use of plastic. This included 11 tonnes of CO2 emissions being offset by the installation of solar panels. The Councils were investigating further where solar panels could also be installed;
- The budget proposed to spend £325k to support efforts to be carbon neutral by 2030 which included taking on more staff;
- The Councils were ambitious despite the difficult financial situation. This was reflected in the fact that the Councils had been short listed by the LGC as Council of the year.

The Leader of the main opposition made a speech that is summarised as follows:

- The Leader of the main opposition thanked officers for their hard work;
- There were serious questions to be had on the way that councils were funded. As council tax was not based on income it meant that the poorest paid more proportionally as the richest;
- Local services had been reduced and tax payer were paying more to get less;
- Central government passed the burden and blame onto local government as well as other authorities such as West Sussex had made cuts of £437k;
- It should be imperative that the authorities lobbied the MP and the County Council about funding for the authority;
- The Council had helped a developer pay for affordable housing when the £720k would have been better off being spent on its own housing stock;
- The council spent too much on consultants;
- The land at the former Civic Centre site should not be sold off for profit and any housing should include 40% socially rented housing;
- Adur Homes stock was suffering from neglect and the service was underperforming;
- The Leader of the main opposition warned against the 'commercial investment bubble' of which local government had 25% of the market;
- The High street was in trouble and in decay, people were staying away and the Council needed to act fast;
- Bus Services had been cut and the Council needed to investigate how to fund new and existing services;
- The upcoming IKEA development would have a detrimental effect on air quality.

The Leader of the main opposition proposed the following amendments

Amendment 1

What: Green waste collection customer survey

Why: In light of Adur's green waste bin collection service having the 2nd highest charge in the country, we wish to consider reducing this cost to one in line with the nationwide average. When Adur was collecting refuse weekly, green waste was collected by the refuse/recycle truck in a separate compartment, but now because of the lack of capacity it's collected in its own dedicated truck which defeats the object. One way to achieve this without significant cost pressure is by changing the collections to fortnightly but this depends on the expectations of current customers.

Cost: £7.5k for a hand delivered survey with free of charge return envelopes.

Financed by: 19/20 monitoring reports underspend

Amendment 2

What: Update Air Quality Plan - LAQM Action Plan (2007) expected every 5 years but it's 13 years out-of-date.

Why: update with new development models and set objectives for next 5 years, campaign ideas. Integrating recently published WSCC Air Quality Mitigation Guidance for Adur planning applications. Public stewardship and transparency of DEFRA requirements.

Cost: £3k for external air quality consultant time and report compilation.

Financed by: 19/20 monitoring reports underspend

Amendment 3

What: Travel behavioural change campaign (could include the re-branding of anti-idling school campaign tools offered by Canterbury Council) and resource for running any agreed campaign

Why: Idling can be avoided, use of diesel/petrol cars are detrimental to public health (particularly children), encouragement to walk/cycle. In light of increasing air quality hotspots in Adur. Development mitigation.

Cost: £6k for campaign tools and resource cost based on a trainer visiting 16 schools in Adur for one session each.

Financed by: 19/20 monitoring reports underspend

Amendment 4

What: Air quality monitoring equipment

Why: ability for Environmental Health Officers to measure air quality problematic hot spots quickly. This equipment will immediately return hourly measures in contrast to diffusion tubes which require a 3 week wait for data. The sensor also measures particulates which have proved to be more harmful than Nitrogen Dioxide pollution. Will be useful during periods of roadwork congestion and new developments.

Cost: £5k for equipment

Financed by: 19/20 monitoring reports underspend

The proposed amendments were seconded and the Council debated the budget and proposed amendments and the leader and deputy Leader indicated support for proposed amendment 3. However if agreed they would use executive powers following the meeting to increase the proposed budget to £15k for a far reaching public awareness campaign as there was already a schools campaign being enacted by West Sussex county Council. Following the debate the proposed amendments and budget as amended were voted upon.

Amendment 1:

For (Cllr)

Arnold, Balfe, O'Connor, Cowen, Stainforth, Zeglam

Against

Carson Albury, Carol Albury, Barton, Boggis, Boram, Bridges, Burghard, Chipp, Coomber, Collins, Dunn, Evans, Loader, McGregor, Mansfield, Parkin, Simmons

Abstain:

Nil

The proposed amendment failed

Amendment 2:

For (Cllr)

Arnold, Balfe, O'Connor, Cowen, Stainforth, Zeglam, Loader

Against

Carson Albury, Carol Albury, Barton, Boggis, Boram, Bridges, Burghard, Chipp, Coomber, Collins, Dunn, Evans, McGregor, Mansfield, Parkin, Simmons

Abstain

Nil

The proposed amendment failed

Amendment 3:

For (Cllr)

Carson Albury, Carol Albury, Barton, Boggis, Boram, Bridges, Burghard, Chipp, Coomber, Collins, Dunn, Evans, Loader, McGregor, Mansfield, Parkin, Simmons, Arnold, Balfe, O'Connor, Cowen, Stainforth, Zeglam

Against

Nil

Abstain

Nil

The proposed amendment was accepted

Amendment 4:

For (Cllr)

Arnold, Balfe, O'Connor, Cowen, Stainforth, Zeglam, Loader

Against

Carson Albury, Carol Albury, Barton, Boggis, Boram, Bridges, Burghard, Chipp, Coomber, Collins, Dunn, Evans, McGregor, Mansfield, Parkin, Simmons

Abstained

Nil

The proposed amendment failed

The Budget as amended

For (Cllr)

Carson Albury, Carol Albury, Barton, Boggis, Boram, Bridges, Burghard, Chipp, Coomber, Collins, Dunn, Evans, Loader, McGregor, Mansfield, Parkin, Simmons, Arnold, Balfe, O'Connor, Cowen, Stainforth, Zeglam

Against

Nil

Abstain

Nil

The budget as amended was approved

Resolved:

1. It be noted that on 4th February 2020, the Executive calculated the Council Tax Base 2020/21.
 - (a) for the whole Council area as **21,381.4** [Item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended (the "Act")]; and
 - (b) for dwellings in those parts of its area to which a Parish precept relates as in the attached Appendix C
2. That the Council Tax requirement for the Council's own purposes for 2020/21 (excluding Parish precepts) is **£6,528,930**.
3. That the following amounts be calculated by the Council for the year 2020/21 in accordance with Sections 31 to 36 of the Act:
 - (a) **£45,648,590** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils
 - (b) **£38,704,760** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.

- (c) **£6,943,830** being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act, as its Council Tax requirement for the year. (Item R), in the formula in Section 31B of the Act).
- (d) **£324.76** being the amount at 3(c) above (Item R), all divided by Item T (1(a) above), calculated by the Council in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
- (e) **£414,900** being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act (as per the attached Appendix C).
- (f) **£305.37** being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by Item T (1(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year.
- (g) **£336,240** being the aggregate amount of all special expenses (not applicable in the Lancing Parish area)

- (h) **£289.62** being the amount at 3(d) above less the result given by dividing the amount at 3(e) and 3(g) above by Item T (1a above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept or Special Expense relates.

4. That it be noted that for the year 2020/21 the West Sussex County Council and The Police and Crime Commissioner for Sussex have issued precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each category of dwellings in the Council's area as indicated in the table below:-

All of the Council's Area 2020/21	Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
West Sussex County Council Total as split below:	959.16	1,119.02	1,278.88	1,438.74	1,758.46	2,078.18	2,397.90	2,877.48
West Sussex Council – Core precept	874.81	1,020.61	1,166.41	1,312.21	1,603.81	1,895.41	2,187.02	2,624.42
West Sussex County Council – Adults Social Care Element	84.35	98.41	112.47	126.53	154.65	182.77	210.88	253.06
The Police and Crime Commissioner for Sussex	133.27	155.49	177.70	199.91	244.33	288.76	333.18	399.82

5. ***That the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the amounts shown in Appendix B as the amounts of Council Tax for the year 2020/21 for each part of its area and for each of the categories of dwellings.***
6. that the draft budgets for 2020/21 be approved

c/59/19-20 Motion on Notice

Before the Council was a Motion received from Councillor Neil Parkin and seconded by Councillor Angus Dunn

The Council:

- is committed to 100 percent clean energy across Adur/Worthing (through signing UK100 Cities pledge) working towards carbon neutrality by 2030.

- has installed large solar photovoltaic arrays on civic buildings and plans to install more in the future. However, the current regulatory environment makes the costs of providing the power generated to our local communities prohibitive.
- recognises that using the Council's estate could:
 - provide affordable clean energy directly to our community,
 - reduce the community's carbon footprint and supports transition away from fossil fuels,
 - increase opportunities for investment in renewable energy,
 - provide an additional source of revenue to invest in local services and
 - reduce the cost of providing locally generated energy to the national electricity network
- recognises that:
 - the high costs involved in selling locally generated renewable electricity to local customers creates barriers for local renewable electricity generators, and
 - reducing these costs would create significant opportunities to provide locally generated renewable electricity directly to local people, businesses and organisations.
- resolves to support the Local Electricity Bill, currently supported by a cross-party group of 115 MPs, which (if made law) would make the setup and running costs of selling renewable electricity to local customers proportionate by establishing a Right to Local Supply; and
- further resolves for the Chief Executive to write to local MPs, asking them to support the Local Electricity Bill.

Members debated the motion and on a vote the motion was carried

Resolved:

The Council:

- is committed to 100 percent clean energy across Adur/Worthing (through signing UK100 Cities pledge) working towards carbon neutrality by 2030.
- has installed large solar photovoltaic arrays on civic buildings and plans to install more in the future. However, the current regulatory environment makes the costs of providing the power generated to our local communities prohibitive.
- recognises that using the Council's estate could:
 - provide affordable clean energy directly to our community,
 - reduce the community's carbon footprint and supports transition away from fossil fuels,
 - increase opportunities for investment in renewable energy,
 - provide an additional source of revenue to invest in local services and
 - reduce the cost of providing locally generated energy to the national electricity network
- recognises that:
 - the high costs involved in selling locally generated renewable electricity to local customers creates barriers for local renewable electricity generators, and
 - reducing these costs would create significant opportunities to provide locally generated renewable electricity directly to local people, businesses and organisations.
- resolves to support the Local Electricity Bill, currently supported by a cross-party group of 115 MPs, which (if made law) would make the setup and running costs of selling renewable electricity to local customers proportionate by establishing a Right to Local Supply; and
- further resolves for the Chief Executive to write to local MPs, asking them to support the Local Electricity Bill.

The Chairman declared the meeting closed at 9.00 pm, having commenced at 7.00 pm

