



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

**20 February 2020**





**Adur Council Meeting  
20 February 2020**

Queen Elizabeth II Room,  
The Shoreham Centre, Pond Road,  
Shoreham-by-Sea

**7.00 pm**

**Agenda**

**12 February 2020**

**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 Tuesday 18 February at 12 noon.

Questions to be submitted to [democratic.services@adur-worthing.gov.uk](mailto:democratic.services@adur-worthing.gov.uk)

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Director for Communities:  
Mary D'Arcy  
Adur & Worthing Councils,  
Town Hall, Chapel Road,  
Worthing, West Sussex, BN11 1HA

**4. Confirmation of Minutes**

To approve the minutes of the meeting of the Council on 19 December 2019, copies of which have been previously 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 Executive and Committees to Council (Pages 1 - 20)**

To consider recommendations to the Council, details of which are set out in the attached items as 7a – 7h. Full reports are available on the website as listed below:

	<b>Executive/Committee</b>	<b>Date</b>	<b>Item</b>
7a	Joint Strategic Committee	08.10.20	<b>JSC/046/19-20</b> <a href="#"><u>Adur Homes Responsive Repairs Policy</u></a>
7b	Joint Strategic Committee	14.01.20	<b>JSC/079/19-20</b> <a href="#"><u>Council Tax Support Schemes for 2020/21</u></a>
7c	Joint Strategic Committee	14.01.20	<b>JSC/080/19-20</b> <a href="#"><u>Council Tax “long-term empty” premium and discounts</u></a>
7d	Joint Governance Committee	28.01.20	<b>JGC/059/19-20</b> <a href="#"><u>Review of the Code of Conduct for Members</u></a>
7e	Adur Executive Committee	04.02.20	<b>A EX/005/19-20</b> <a href="#"><u>Budget Estimates 2020/21 and setting of the 2020/21 Council Tax</u></a>  <i>Note: This item will be taken in conjunction with item 12 of the agenda</i>
7f	Joint Strategic Committee	11.02.20	<b>JSC/XX/19-20</b> <a href="#"><u>Delivering our Housing Strategy - Adur and Worthing Councils’ Housing Allocations Policies</u></a>  <i>Note: This item will be published and circulated after the publication of the main agenda</i>
7g	Joint Strategic Committee	11.02.20	<b>JSC/XX/19-20</b> <a href="#"><u>Joint Treasury Management Strategy Statement and Annual Investment Strategy 2020/21 to 2022/23, Adur District Council and Worthing Borough Council</u></a>  <i>Note: This item will be published and circulated after the publication of the main agenda</i>
7h	Joint Strategic Committee	11.02.20	<b>JSC/XX/19-20</b> <a href="#"><u>Adur Homes development programme - Albion Street and Cecil Norris House</u></a>  <i>Note: This item will be published and circulated after the publication of the main agenda</i>

**8. Report of the Leader on decisions taken by the Executive (Pages 21 - 26)**

To receive a report from the Leader. The report contains executive decisions since the last Council meeting.

There is up to 15 minutes for Executive Members to make any statements on the report.

There is up to 15 minutes for Executive Members to respond to questions on the report; these questions will not be the same as any asked under 'Members Questions under Council Procedure Rule 12'

**9. 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 Tuesday 18 February 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 Executive
- 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

**10. Schedule of Meetings 2020/21 (Pages 27 - 28)**

To receive from the Proper Officer, the Director for Communities, the schedule of meetings for the Council and other meetings in the next Municipal Year. A copy of the schedule is attached as item 10.

The Council is invited to formally approve the dates for its meetings and to note the proposed meeting dates for Committees.

**11. Suspension of Council Procedure rules**

The council are asked to suspend Council Procedure rules where they conflict with the budget procedure rules in accordance with paragraph 7.2 of the budget procedure rules.

## **12. Council Tax 2020/21**

To consider and set the Council Tax for 2020/21

A separate budget pack produced by the Director for Digital and Resources will be circulated as item 12, the recommendation from the Executive is detailed at item 7e is considered as part of this item.

Please note that members will be asked to suspend normal council procedure rules for this item. Use of the Council's budget procedure rules are followed for this item <https://www.adur-worthing.gov.uk/media/media,151697,en.pdf>

## **13. Motion on Notice (Pages 29 - 32)**

To consider a report by the Director for Communities, copy attached as item 13



Director for Communities

### **Recording of this meeting**

The Council will be voice recording the meeting, including public question time. The 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:

Chris Cadman-Dando  
Democratic Services Officer  
01903 221364  
Email [chris.cadman-dando@adur-worthing.gov.uk](mailto:chris.cadman-dando@adur-worthing.gov.uk)

For Legal Services enquiries relating to this meeting please contact:

Susan Sale  
Solicitor to the Council  
01903 22 1119  
[Susan.sale@adur-worthing.gov.uk](mailto:Susan.sale@adur-worthing.gov.uk)





Council  
20 February 2020  
Agenda Item 7

## Recommendations from Committees and the Executive

JSC/046/19-20	<a href="#"><u>Adur Homes Responsive Repairs Policy</u></a>
JSC/079/19-20	<a href="#"><u>Council Tax Support Schemes for 2020/21</u></a>
JSC/080/19-20	<a href="#"><u>Council Tax “long-term empty” premium and discounts</u></a>
JGC/059/19-20	<a href="#"><u>Review of the Code of Conduct for Members</u></a>
A EX/005/19-20	<a href="#"><u>Budget Estimates 2020/21 and setting of the 2020/21 Council Tax</u></a>
JSC/XX/19-20	<a href="#"><u>Delivering our Housing Strategy - Adur and Worthing Councils' Housing Allocations Policies</u></a>
JSC/XX/19-20	<a href="#"><u>Joint Treasury Management Strategy Statement and Annual Investment Strategy 2020/21 to 2022/23, Adur District Council and Worthing Borough Council</u></a>
JSC/XX/19-20	<a href="#"><u>Adur Homes development programme - Albion Street and Cecil Norris House</u></a>

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**Extract from the Joint Strategic Committee - 8 October 2020**

**JSC/046/19-20      Adur Homes Responsive Repairs Policy**

**Summary of discussion:**

Before the Committee was a report by the Director for 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.

The report shared a new draft Responsive Repairs Policy for Adur Homes and set out the reasons for developing this policy, the benefits and the key changes proposed.

The Draft Responsive Repairs Policy was attached to the report as Appendix 1.

During consideration of the item, members discussed a number of issues including:-

- the number of policies under review and the schedule for reviewing them;
- the expectation that tenants report disrepairs;
- the housing departments responsibility for homes where the tenancy started before the new legislation;
- resident access to the internet;
- the membership of the Housing Improvement Board and how frequently it meets.

Officers confirmed that the Adur Housing Improvement Board convened every three months and that the Board's membership included the ACF as well as a number of councillors including Cllr Carson Albury. The Board considered issues relating to Adur Homes and its performance.

A Member sought clarification regarding the servicing of domestic boilers. Officers confirmed that the servicing of domestic boilers was not covered by this policy.

**Decision:**

The Joint Strategic Committee

1. agreed that the draft Responsive Repairs Policy could be put out to consultation with Adur Homes Tenants and Leaseholders;
2. delegated authority to the Head of Housing, in consultation with the Adur Executive Member for Customer Services, to agree any changes to the draft policy, following consultation; and
3. agreed that, following consultation, the draft, as amended, be put before Adur District Council, at its meeting on 19 December 2019 for final approval.

**Extract from the Joint Strategic Committee - 14 January 2020**

**JSC/079/19-20      Council Tax Support Schemes for 2020/21**

**Summary of discussion:**

Before the Committee was a report by the Director for Digital & Resources, 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 6.

Members were asked to recommend to their respective Full Councils the Council Tax Support Schemes in respect of 2020/21.

**Decision:**

The Joint Strategic Committee

- 1) noted the contents of the report;
- 2) **recommended to Adur District Council 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**
- 3) recommended to Worthing Borough Council that the Council Tax Support scheme for Worthing Borough Council in respect of working age customers for 2020/21

- a) should be based upon the scheme for 2019/20 with the £5.00 weekly restriction retained; and
- b) that the discretionary budget to support those in severe financial difficulties should be retained; and
- c) 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

**Extract from the Joint Strategic Committee - 14 January 2020**

**JSC/080/19-20      Council Tax “long-term empty” premium and discounts**

**Summary of discussion:**

Before the Committee was a report by the Director for Digital & Resources, 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 7.

It was noted that the Joint Strategic Committee had considered a report on 10 September 2019 and agreed that a public consultation should be conducted about possible changes to the “long-term empty premium” and two locally-determined discounts in respect of periods when no Council Tax was payable for properties that were either

- unoccupied and unfurnished; or,
- undergoing or requiring structural alteration or major repair.

The report set out the outcomes of the public consultation and invited Members to consider whether they wished to increase the “long-term empty premium” and the two local discounts.

Members sought clarification regarding the definition of furnished properties and the situation with properties affected by probate.

The Committee considered and debated the merits of

- reducing, retaining or abolishing the two local discounts in respect of unoccupied and unfurnished properties and properties undergoing or requiring structural alteration or major repairs; and
- increasing the long-term empty premium and whether a discretionary policy should be introduced.

## **Decision:**

The Joint Strategic Committee:-

1) noted the content of the report;

### **2) recommended to Adur District Council**

- 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.**

### **3) recommended to Worthing Borough Council**

- 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 no 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 retained as is with effect from 1 April 2020.



**Extract from the - Joint Governance Committee - 11 February 2020**

**JGC/059/19-20      Review of the Code of Conduct for Members**

**Summary of discussion:**

Before the Committee was a report by the Director for Digital & Resources, copies of which had been circulated to all Members and copies are attached to the signed copy of these Minutes as Item 13.

The Committee was asked to consider proposed revisions to the Adur District Council and Worthing Borough Council Code of Conduct for Members.

Officers advised that there was a correlation between complaints received in relation to conduct and attendance at code of conduct training sessions. It was suggested that Members attend at least training sessions in a term of office i.e. once every two years and it was agreed that the codes be amended to reflect this change.

A Member questioned whether the revised codes would be adopted by the Parish Councils. Officers advised that they were happy to give advice and share the code but each Parish Council would need to decide whether to adopt or not.

**Resolved**

The Joint Governance Committee noted the proposed revised Code of Conduct for Members attached to the report as Appendix 1 and recommended its adoption to both Adur District Council and Worthing Borough Council, as amended.

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**Extract from the - Adur Executive Committee - 4 February 2020**

**A EX/005/19-20      Budget Estimates 2020/21 and setting of the 2020/21  
Council Tax**

**Summary of discussion:**

The Executive had before it a report from the Director for Digital and Resources, attached to these minutes as item 5.

The report was the final budget report of the year, the culmination of the annual budgeting exercise, and asked members to consider:

- the final revenue estimates for 2020/21 including any adjustments arising from settlement;
- an updated outline 5-year forecast; and
- the provisional level of Council Tax for 2020/21, prior to its submission to the Council for approval on the 20 February 2020. This would be subject to any proposals to change the draft revenue budget following the consideration of the budget by the Executive.

The report outlined the medium term financial challenge through to 2024/25, and set out performance in the key strategic areas of commercialisation, digital transformation and strategic property investment. The current budget strategy was having a significant effect on how the Council would be funded in the future with increasing income generated from commercial income and rents. Following the delay to the fairer funding review, the challenge still remained significant for 2021/22, however the delivery of the budget strategy would ensure that this was met.

The budgets reflected the Councils' ambitions set out in *Platforms for our Places*, and agreed savings proposals contributing to the financial sustainability of the Council. The report also updated members about the impact of the draft 2020/21 settlement.

The major points raised within the report include:

- A full update on the impact of settlement. The Council should prepare itself for a continuation of the reduction in Government resources for 2021/22 and beyond (see section 4.2) ;
- Highlighted the proposed funding for initiatives to support the Councils' ambitions set out in *Platforms for our Places - Going Further*;
- Detailed the proposals to invest in services outlined in Appendix 2;
- The Executive would need to consider whether to increase Council Tax by 2.0% or by a lower amount (paragraph 5.11).

The budget was analysed by the Executive Member portfolios. In addition, the draft estimates for 2020/21 had been prepared, in accordance with the requirements of the Service Reporting Code of Practice for Local Authorities (except in relation to pension costs adjustments that did not impact either on the Budget Requirement or the Council Tax Requirement).

The Council had just received notification from the Police and Crime Commissioner (PCC) of their precept. The PCC was proposing to put up a band D by £10 which was equivalent to a 5.2% increase.

The draft Local Government Settlement allowed Councils to increase core Council Tax by up to 2% which was in addition to the 2% Council Tax increase permitted specifically to support adult social care services. Therefore a maximum Council Tax increase of 4% for Councils with social care responsibilities was allowed.

The precept for West Sussex County Council had not yet been finalised and would not be confirmed until 14 February 2020. The formal detailed resolution setting the overall Council Tax for next year would be presented to the Council Meeting on 20 February 2020.

The Director for Digital and Resources introduced the report thanking all Officers who had contributed to the proposals. It was noted that both Councils had been successful in meeting financial challenges over recent years, developing strategies to reshape how they were funded. There remained challenges ahead with continuing pressures anticipated in 2021/22 and the Council awaited the 4 year Local Government Funding Settlement later in the year.

The Head of Financial Services explained that the draft settlement had been received and it confirmed that the assumptions that were made in the Autumn. Principally that the fairer funding review and the reform of business rates would be delayed by a year until 2021. The implications for the Council was a continuation of no revenue support grant. However, the Council would be retaining 100% share of its growth in business rates. It had previously been assumed that this would be phased out as part of the reset of the business rates system. Homelessness grant would also continue in its current form for another year. Settlement did confirm that New Homes Bonus would be phased out in its current form, as previously assumed. However, the

Council would get one more year of additional New Homes Bonus which, it was proposed, would be set aside for future projects to deliver the Council's aspirations as set out in Platforms.

It was noted that the Council was in a strong position to set a balanced budget and that there were resources in hand to invest in priority services that needed commitments.

Members were asked to consider the growth proposals outlined in appendix 2 and depending on their decision, what level of Council Tax to set for the forthcoming financial year. This needed to be set in the context of the relatively small proportion that the Council actually billed and the small impact an increase would have upon residents.

Looking ahead the deferral of the fairer funding review, moved the financial challenge to 2021/22. Officers did not know how much funding would be allocated to local government as a whole. The chancellor was due to present the budget on 11 March 2020 and a comprehensive spending review was expected in the summer.

A Member sought clarification as to whether the current level of reserves was sufficient. Officers made reference to the table at the top of page 66 of the agenda pack. If the current forecast underspend materialised, the Council would have an opportunity to increase the working balance to a higher level when the outturn was considered in July 2020. The Council was also taking some proactive steps to increase financial resilience going forward by placing money into reserves to manage commercial risks and more general risks. The Council should expect to see the reserve position improve over the next 5 years from the current level of £2.1m to £3.4m. That was already built into the Council's financial planning and was a precautionary measure to protect the Council's interests in the longer term.

A Member highlighted that a number of the growth items were in relation to the Council's Climate Change Emergency agenda. It was also noted that in the last 10 years, Council Tax had been increased by 11.8%, an average of 1.2% per year. Over the same period, inflation (CPI) had been 24.49%.

It was proposed and seconded that the Adur District Council share of Council Tax be increased by 1.98% which would increase the annual cost of a band D to £305.37.

#### **Decision:**

The Executive:-

- (a) approved the proposals to invest in services outlined in Appendix 2;
- (b) **recommended to Council, the draft budgets for 2020/21 at Appendix 5 as submitted in Executive Member Portfolio**

**order, and the transfer to Reserves leading to a net budget requirement of £8,612,350; and**

- (c) recommended a Band D of £305.37.43 per annum, an increase of 1.98%, for Adur District Council's requirements in 2020/21 as set out in paragraph 5.11;**
- (d) recommended to Council that special expenses of £22.23 per Band D equivalent to be charged in all areas of the District except Lancing.**
- (e) approved the Council Tax base of 21,380.4 for 2020/21 as set out in paragraph 12.3.**

**Extract from the - Joint Strategic Committee - 11 February 2020**

**JXX/XX/19-20      Delivering our Housing Strategy - Adur and Worthing  
Councils' Housing Allocations Policies**

*Recommendations will be published following publication of the record of decisions  
of the Joint Strategic Committee of the 11 February 2020*

**Summary of discussion:**

**Decision:**

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**Extract from the - Joint Strategic Committee - 11 February 2020**

**JSC/XX/19-20      Joint Treasury Management Strategy Statement and Annual  
Investment Strategy 2020/21 to 2022/23, Adur District  
Council and Worthing Borough Council**

*Recommendations will be published following publication of the record of decisions  
of the Joint Strategic Committee of the 11 February 2020*

**Summary of discussion:**

**Decision:**

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**Extract from the - Joint Strategic Committee - 11 February 2020**

**JXX/XX/19-20      Adur Homes development programme - Albion Street and  
Cecil Norris House**

*Recommendations will be published following publication of the record of decisions  
of the Joint Strategic Committee of the 11 February 2020*

**Summary of discussion:**

**Decision:**

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ADUR DISTRICT  
COUNCIL

Council  
20 February 2020

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

### **A Decisions Taken by Individual Executive Members**

Listed below is a summary of decisions taken by the individual Executive Members since the despatch of the agenda for the last ordinary Council Meeting. Full details can be found on the [Executive Members Decisions webpage](#).

#### **Leader**

-

#### **Executive Member for Regeneration**

REG/007/19-20 Sompting Neighbourhood Plan - Screening Opinion Strategic Environmental Assessment and Appropriate Assessment, Habitat Regulations

#### **Executive Member for Resources**

RES/006/19-20 Irrecoverable Debts - Council Tax and National Non-Domestic Rates  
JAW/023/19-20 IT Procurement for the Supply Implementation and Maintenance of an Environmental Health, Private Sector Housing and Licensing IT Solution

#### **Executive Member for Customer Services**

JAW/026/19-20 West Sussex Disabled Facilities Grants Policy 2020-2024  
JAW/028/19-20 Entering into Contract for the Conversion of Property at 151 Rowlands Road, Worthing BN11 3LE for use as Temporary Accommodation

#### **Executive Member for the Environment**

JAW/025/19-20 Award of Contract - Highdown Gardens

#### **Executive Member for Health and Wellbeing**

JAW/022/19-20 Eastbrook Manor and Sussex Community Development Association - Underwriting of TUPE costs  
JAW/024/19-20 Food Service Delivery Plan for 2019-20

## **B. Decisions Taken by the Joint Strategic Committee on 14 January 2020**

### **JSC/078/19-20 Delivering our Housing Strategy - Housing Development Next Steps**

Before the Committee was a report by the Director for 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 5.

The report updated Members on the latest progress with the housing development programme across the two Council areas, and the next steps in regards to the small sites programme (Hidden Homes).

The Committee's approval was sought for the release of funding for the Small Sites Programme.

A Member sought clarification to the source of the funding requested. Officers confirmed that the development budget would come from the Adur District Council Housing Revenue Account.

#### **Decision:**

The Joint Strategic Committee is recommended to:

- I. noted the progress on the schemes;
- II. approved the release of £235,000 from the development budget to progress work on the Small Sites Programme;
- III. delegated authority to the Director for Communities, following a tender process, to award the contract for design and consultancy services in respect of the Small Sites Programme;
- IV. noted that a further report would be presented in February 2020 updating members on the final cost of Cecil Norris development, and detailing the outcome of the tender process for Albion Street together with the associated updated budget requirements.

### **JSC/081/19-20 A Climate Assembly for Adur & Worthing**

Before the Committee was a report by the Director for Digital & Resources, 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 8.

The report set out Adur & Worthing Councils' strong commitment to tackling climate change locally, outlining progress so far, including community engagement activities

It proposed the establishment of a Climate Assembly in 2020/21, to create a robust, independent and representative engagement approach with our local communities

on climate change and ecological issues.

Members gave consideration to the cost of facilitating the proposed Climate Assembly, the procurement process for including the number of interested parties and who would sit on the assembly.

The Committee expressed support for the proposals and welcomed the progress made so far. It was also noted that the assembly was not just about climate change, but how the community got involved with Adur and Worthing Councils decision-making.

**Decision:**

The Joint Strategic Committee

1. noted the strong progress made with the climate change agenda;
2. agreed to establish a Climate Assembly in 2020/21, funded from the Business Development budget at a cost of £42,000 for Worthing Borough Council and £28,000 for Adur District Council

**JSC/082/19-20      Preventing anti-social behaviour: Trialling the extension of Community Protection Notice powers with Worthing Homes**

Before the Committee was a report by the Director for 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.

It was noted that Community Protection Notices were part of the legal remedies available to the Councils to address anti-social behaviour and were used as an early intervention warning and enforcement measure.

The report considered a request to extend those powers to Worthing Homes for a one year pilot, as an early intervention measure with tenants that were involved in anti-social behaviour.

A Member sought clarification regarding the compliance rates following Community Protection Warnings set out in paragraph 3.7 of the report. Officers confirmed that there was compliance of 72% following the issue of Community Protection Warnings and compliance of 96% following the issue of a notice.

The Committee welcomed the proposals, acknowledging the importance of joined up working in relation to this issue.

**Decision:**

The Joint Strategic Committee

- 1) noted the background to Community Protection Notices as an early intervention approach for anti-social behaviour;
- 2) considered the proposals set out in the report and agreed to delegate authority to Worthing Homes for issuing Community Protection Warnings and Notices for a pilot period of one year;
- 3) noted that the pilot, if agreed, would be subject to review meetings and monitoring of these measures.

## **C. Decisions Taken by the Adur Executive on 4 February 2020**

### **A EX/004/19-20 Housing Revenue Account: 2020/21 Budget**

The Executive had before it a joint report from the Director for Digital and Resources and the Director for Communities, attached to these minutes as item 4.

The report set out the current and future financial landscape for the Housing Revenue Account and requested that Members agree the rent levels and service charges for 2020/21 as set out in the report. The report also considered some of the strategic challenges facing the Housing Revenue Account in future years and the impact these would have over the next 30 years.

Members were informed that the rent limitation announced in 2015/16 had significantly affected the financial viability of the Housing Revenue Account for the past four years. However, the Council was now permitted to increase rents on social rent and affordable rent properties by up to the September CPI +1% each year from 2020. It was the Government's intention that this arrangement should remain in place for a period of at least five years.

Members discussed the space allocation on existing and future housing sites, including the Hidden Homes Programme. Officers advised that the Housing Development Strategy was currently being developed alongside the Capital Improvement Programme, both would consider how the Council could best use the space that it had.

It was noted that although it was proposed to increase rents by the maximum amount, this equated to an increase of £2.40 per week on average and rents were still lower than they had been 4 years ago.

### **Decision**

The Executive:

- (i) approved the Housing Revenue Account estimates for 2020/21 as set out in Appendix 1;



- (ii) approved that the rents of Council Dwellings would increase by 2.7% increasing the average council dwelling rent by £2.42 to £92.18 per week (average rent currently £90.02 per week) – (Paragraph 6.3);
- (iii) determined the level of associated rents and charges with effect from week one of 2020/21:
  - (a) **Rents of Council garages** – agreed an increase of 2.7% to £10.57. (currently £10.29 per week, plus VAT for non-Council tenants) (Paragraph 6.6);
  - (b) **Service Charges** - delegated to the Head of Housing and Chief Financial Officer in consultation with the Executive Member for Customer Services, the setting of the service charges (paragraph 9.2);
- (iv) approved the HRA Treasury Management Strategy contained in Appendix 3.

#### **D. Decisions Taken by the Joint Strategic Committee on 11 February 2020**

*Updated report to follow publication of the record of decisions from the Joint Strategic Committee*

#### **E. Urgent Executive Decisions Taken**

Local Authorities (Executive Arrangements)(Access to Information)(England) Regulations 2000 as amended. The following is reported to Council:

#### **Local Government Act 1972**

##### **Background papers**

Reports and Record of decisions of various are available on the Council's web site [www.adur-worthing.gov.uk](http://www.adur-worthing.gov.uk) or as indicated in each of the paragraphs above. Some of the reports may contain exempt information and not fully published on the websites.

Councillor Neil Parkin  
Leader of the Council

# Adur District Council & Worthing Borough Council - DRAFT Calendar of Meetings for 2020/21

Updated: 10 February 2020

	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 2020					1	4	5	6	7 E	8 B/H	11	12	13	14	15	18	19	20	21 C(A)	22	25 B/H	26	27	28 JGC	29
June	1	2	3	4	5	8 PC	9 *JSC	10	11	12	15 LC	16	17	18	19	22	23	24	25 JOSC	26	29	30 LGA			
July			1 LGA	2 LGA	3	6 PC	7 *JSC	8	9	10	13	14	15	16 C	17	20	21	22	23 JOSC	24	27	28	29	30 JGC	31
Aug	3	4	5	6	7	10 PC	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31 B/H				
Sept		1	2	3	4	7 PC	8 *JSC	9	10	11	14 LC	15	16	17 JOSC	18	21	22 JGC	23	24	25	28	29	30		
Oct				1	2	5 PC	6 *JSC	7	8	9	12	13	14	15 JOSC	16	19	20	21	22	23	26	27	28	29 C	30
Nov	2	3 JSC	4	5	6	9 PC	10	11	12	13	16	17	18	19	20	23	24 *JGC	25	26 *JOSC	27	30				
Dec		1 JSC	2	3	4	7 PC	8	9	10	11	14	15	16	17 C	18	21	22	23	24	25 B/H	28 B/H	29	30	31	
Jan 2021					1 B/H	4	5	6	7	8	11 PC	12 JSC	13	14	15	18 LC	19	20	21	22	25	26 *JGC	27	28 *JOSC	29
Feb	1	2 Exec	3	4	5	8 PC	9 JSC	10	11	12	15	16	17	18 C(TS)	19	22	23	24	25	26					
March	1	2 JSC	3	4	5	8 PC	9	10	11	12	15 LC	16	17	18 *JOSC	19	22	23 *JGC	24	25	26	29	30 JSC	31		
April				1	2 B/H	5 B/H	6 PC	7	8	9	12	13	14	15	16	19	20	21	22 C	23	26	27	28	29	30
May	3 B/H	4	5	6 E	7	10	11	12	13	14	17	18	19	20 C(A)	21	24	25	26	27 JGC	28	31 B/H				

Adur District Council Meetings (7.00pm)		Worthing Borough Council Meetings (6.30pm)		Joint Meetings (6.30pm)	
<b>C</b>	Council (A = Annual, TS = Tax Setting)	<b>C</b>	Council (A = Annual, TS = Tax Setting)	Adur District and Worthing Borough Councils:	
<b>Exec</b>	Executive	<b>Exec</b>	Executive	<b>JOSC</b>	Joint Overview and Scrutiny Committee
<b>PC</b>	Planning Committee	<b>PC</b>	Planning Committee	<b>JSC</b>	Joint Strategic Committee
<b>LC</b>	Licensing Committee	<b>LCC</b>	Licensing Control Committee	<b>JGC</b>	Joint Governance Committee
				<b>JSfC</b>	Joint Staff Committee
				<b>JSSC</b>	Joint Senior Staff Committee
PCCP	Police Crime & Commissioner Panel (tbc)	E	Elections - Polling Day		
WS	West Sussex Tax Setting Meeting	B/H	Bank Holiday		LGA Annual Conference
					School & Bank Holidays

\* = Joint Meetings Held at Worthing Borough Council

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Council  
20 February 2020  
Agenda Item 12

Ward(s) Affected: N/A

## **Motion on Notice**

## **Report by the Director for Communities**

## **Executive Summary**

### **1. Purpose**

- 1.1. The report before Council sets out a motion received from Councillor Neil Parkin.
- 1.2. Council is asked to deal with the motion under provisions set out in paragraph 14 of the Council Procedure Rules (under part 4 of the Council Constitution - Rules of Procedure).

### **2. Recommendations**

- 2.1. That Council determine the motion as set out in annex A to this report.

### **3. Context**

- 3.1. A motion on notice has been received from Councillor Neil Parkin (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 affects the District.

- 3.3. There is nothing substantive within the motion that would cause its rejection under the terms of the Constitution.
- 3.4. The motion before Council is declaratory in nature, as defined in para 14.4.4 of the Council's Procedure Rules. Therefore, it may be considered and debated by the Full Council without being automatically referred to a future meeting of Full Council, as defined in para 14.4.5 of the Council's Procedure Rules, or, being referred to the Executive or Committee without debate, as defined in paragraphs 14.4.1, 14.4.2 and 14.4.3 of the Council's Procedure Rules.

#### **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 and the Council is asked to debate the motion under these rules accordingly.

#### **5. Financial Implications**

- 5.1. The motion is declaratory in nature and therefore there are no direct financial implications.

#### **6. Legal Implications**

- 6.1. As the motion is declaratory in nature, there are no direct legal implications arising from it.

#### **Background Papers**

None.

#### **Officer Contact Details:-**

Chris Cadman-Dando  
Democratic Services Office  
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chris.cadman-dando@adur-worthing.gov.uk

**Local Electricity Bill - Motion on Notice**

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.

**Proposed by Councillor Neil Parkin**

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