

**Minutes of a Meeting of the
Policy and Strategy Committee
25 May 2006**

Councillor Neil Parkin (Chairperson)
Councillor Julie Searle (Vice-Chairperson)

Councillor Keith Dollemore
Councillor Robert Dunn
Councillor Debbie Kennard

Councillor Liza McKinney
Councillor Angie Mills

Absent*

PSC/19/06-07 Declarations of Interest / Substitute Members

There were no declarations of interest or substitute members.

PSC/20/06-07 Questions and Statements by the Public

Members of the public were invited to ask questions or make statements about any matter for which the Council had a responsibility or which affected the district.

Mr Michael Baker, Windlesham Gardens, Trustee of Shoreham & Southwick Citizen Advice Bureau.

Mr Baker thanked the Council for their assistance and the help with accommodation that the Citizen Advice Bureau has received.

Mr Baker raised concerns regarding the proposal to move the Citizen Advice Bureau from its current location and outlined some of the issues that should be considered when selected a new location. It was stated that the Citizen Advice Bureau would like to work closely with the Council on the selection of a new location and asked as to whether they could be consulted from the an early stage.

The Chairman advised that it was very early days.

Mr Baker asked that should an interim solution be given that the Citizen Advice Bureau be involved. The Chairman agreed.

The Head of Planning and Community confirmed that all organisations will be involved in looking at alternative premises.

PSC/21/06-07 Confirmation of Minutes

Resolved that the Minutes of the Committee held on 4 April 2006 be approved and signed by the Chairman.

PSC/22/06-07 Items Raised under Urgency Provisions

None.

PSC/23/05-06 Change of order of agenda items

The Chairman announced that there would be a change to the order in which the agenda items would be considered, bringing forward Item 6: Best Value Performance Plan.

PSC/24/06-07 Best Value Performance Plan

Before the Committee was a report by the Chief Executive, 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.

The Executive Office Manager introduced the report to the Committee members explaining that there was a statutory deadline of 30 June 2006 and that she was happy to answer any questions or comments from the members.

Members raised that on P.135 of the plan there seemed to be some confusion on the diagram as to which Committee is responsible for the management of the Council's resources including assets, land and property. It was noted that the exercise of the Council's power and duties in respect of its property matter was delegated in the Constitution to the Housing and Central Services Committee.

Members commented on BV12, days/ shifts lost to sickness and it was recognised that the Council was doing well on this and that this shows the dedication of the staff.

Members raised concerns that BV15 was highlighted as red and that this needed to be explained. The Executive Office Manager advised that this could be just one person, but in percentage terms it makes it high.

Members commented that BV183 (ii), the performance had declined last year and that the Council had adjusted the target for this to compensate rather than sticking to the more challenging target that had been previously set and not meet. The Executive Office Manager explained that this is hard to measure as the number of people through the door needing assistance dictates. It was noted that staff are aware of this issue.

Members raised concerns that the Council had only achieved an overall score of 2 under the new Code of Audit Practice. The Director of Resources explained to the Committee the scoring systems.

Resolved that it be recommended to Council

- (i) that the Committee recommend the approval of the Best Value Performance Plan 2006 to Council on 6th June 2006 for publication by the statutory deadline of the 30th June 2006;
- (i) that it be agreed that the Chief Executive, in consultation with the Chairman of the Committee, be given delegated authority to make any final amendments and insert any outstanding performance indicators and that any red indicators be reported back to the appropriate Committee

PSC/25/06-07 A New Development Plan for Adur – Preferred Options for the Draft Core Strategy

Before the Committee was a report by the Head of Planning and Community, 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 Planning Policy Manager introduced the report explaining the relevant policies and appendices throughout the document. She noted that the report had been considered by Planning and Regulatory Committee at their meeting on 2 May 2006. She asked for members comments on the preferred policies set out in the report.

Members raised the issue of renewable energy and sustainability, this was debated. It should be looked into the creating of a policy so that the Council know where they stand on Planning matters. The Head of Planning and Community responded to members comments regarding the renewable energy issue.

Members raised a query with regards to the mention of gypsies and travellers on page 35 of the agenda, it was agreed that gypsies would be included throughout the text.

Members discussed the Shoreham town traffic problem and the East Worthing Access Road, it was felt that the congestion needs to be investigated.

Members commented on page 33 that there is a need for affordable housing, in particular ones that people can buy if they are not eligible for the Council housing list. The Committee were advised that the figures outlined were from the Housing Needs study and therefore could not be changed.

Members raised concerns on the contents of page 56 of the agenda and it was agreed that the words “generally be resisted” be removed in the first paragraph and that under private car parking that the reference to maximum threshold should be deleted and that the appropriate officer reword this on behalf of the committee.

The Committee agreed the report with the mentioned amendments.

Resolved that it be recommended to Council

- (i) that the second tranche of Preferred Policies for the Core Strategy as set in Appendices 2 and 4, as amended, be approved;
- (ii) that the changes to the first tranche of Preferred Policies in Appendix 5 be approved;
- (iii) that the Preferred Policies be approved for public consultation

PSC/26/06-07 Shoreham Renaissance Task Group

Before the Committee was a report by the Director of Strategy, 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.

The Head of Planning and Community introduced the report to the Committee and took questions and comments from the members.

Members raised concerns about the mention of using the Middle Street and Ship Street Car Parks in Shoreham for housing. The Committee after a debate asked that these references be removed.

The Committee agreed the recommendations with the amendment.

Resolved

- (i) that it be agreed that the group be called the Shoreham Renaissance Project Advisory Board;
- (ii) that the proposed bid to the West Sussex Coastal AIF's 5 Town Network project to assist the first phase implementation of the Shoreham Renaissance strategy (First Domino bid attached, as amended, as Appendix 1) at no new committed cost to the council be agreed;
- (iii) that it be agreed the Committee will receive further reports at a future meeting regarding:-
 - (a) A proposal for a formula or mechanism to 'pool' the capital receipts generated by the development of council-owned sites identified in the Shoreham Renaissance Strategy in order to recycle the money back into community facilities at Pond Road;
 - (b) A proposal for improving the engagement of businesses in the implementation of the Shoreham Renaissance strategy

PSC/27/06-07 Working Groups Reporting to Committees

Before the Committee was a report by the Head of Legal and Democratic Services, 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 Chairman explained that the Monitoring Officer had advised that Working Group decisions should come back before the Committee for approval as they are not able to make a decision on their own.

The Committee agreed that the terms of reference for the working groups, with the amendment to remove the reference to the Labour Party and that the duration of the Community Strategy and Development Plan Working Group should be until Annual Council 2007.

Councillor Liza McKinney, Robert Dunn and Angie Mills agreed to sit on the Community Strategy and Development Plan Working Group.

Councillor Julie Searle agreed to sit on the Land Disposal Working Group.

Councillors Julie Searle, Keith Dollemore and Robert Dunn agreed to sit on the Ropetackle Arts and Educational Facility Working Group.

Resolved

- (i) That the Community Strategy and Development Plan Working Group, the Land Disposal Working Group and the Ropetackle Arts and Educational Facility Working Group are required, that their terms of reference be as per the Annexes to the report and that the duration for Community Strategy and Development Plan Working Group be as per Annex A of the report and to Annual Council 2007 for the Land Disposal Working Group and the Ropetackle Arts and Educational Facility Working Group;
- (ii) that Councillors Liza McKinney, Robert Dunn and Angie Mills be appointed to the Community Strategy and Development Plan Working Group;
- (iii) that Councillor Julie Searle be appointed to the Land Disposal Working Group;
- (iv) that Councillors Julie Searle, Keith Dollemore and Robert Dunn be appointed to the Ropetackle Arts and Educational Facility Working Group

PSC/28/06-07 Policy and Strategy Committee Annual Work Programme

Before the Committee was a report by the Director of Strategy, 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 Corporate Director, Strategy introduced the report to the Committee and explained that since its writing there were a few amendments and additions that needed to be made. The Corporate Director took the members through each amendment and these was agreed by the Committee.

Resolved

- (i) that the Committee agreed the Work Programme 2006/07 with the following amendments:
 - Adur Development Plan – Revised Local Development Scheme be added for June 2006, lead officer Head of Planning & Community,
 - Adur Development Plan – Core Strategy, September 2006, be deleted,
 - The CPA – Use of Resources Statement, be amended to read ‘A report on Annual Governance’,
 - Play Strategy in June 2006, have the word ‘Draft’ added to the title,
 - Play Strategy be added for July 2006, lead officer Head of Planning & Community,
 - The words ‘Core Strategy submission draft’ be added after Adur Development Plan for November 2006,
 - Management Audit Letter, November 2006 be deleted,
 - Capital Programme be added for November 2006, lead officer Director of Resources,
 - Adur Development Plan, February 2007, have the words ‘site allocation issues and options document’ added to it,
- (ii) Annual Audit Letter be added for March 2007, lead officer Director of Resources

PSC/29/06-07 South East Plan 2006-2026

Before the Committee was a report by the Director of Strategy, 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 10.

The Corporate Director, Strategy introduced the report and its background to the Committee.

The members recognised that one member can make a difference when working with another body, such as South East of England Regional Assembly and the Committee gave their thanks to Councillor Liza McKinney for her efforts and hard work.

Resolved

- (i) that the Council reaffirm the qualified support for the South East Plan core strategy, the sub-regional strategy for the Sussex Coast and the housing growth numbers for the Adur District, in line with the Committee's previous resolution on 22 November 2005;
- (ii) that the Committee noted that the work to develop the Plan's implementation strategy is ongoing and is critical in tying the Plan's delivery with association infrastructure and that progress on this work will be reported to members in due course;
- (iii) that it be agreed that Adur District Council should submit a formal response on the South East Plan to the Panel at the Examination in Public to reflect the Council's qualified support of the South East Plan and to raise concerns about the omission of key infrastructure schemes from the Implementation Plan, as highlighted in paragraph 4.4. of the report;
- (iv) that the Committee noted the proposed arrangements for the Plan's Examination in Public, as set out in section 5 of the report

PSC/30/06-07 Annual Efficiency Statement

Before the Committee was a report by the Director of 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 11.

The Chief Accountant introduced the report to the Committee explaining that the annual efficiency statement is an auditable document and that the work plan should be amended to include this.

The Chairman agreed to sign off the statement and acknowledged the good performance.

Resolved

- (i) That the content of the 2006/07 Annual Efficiency Statement be approved;
- (ii) That the Annual Efficiency Statement be signed off.

PSC/31/06-07 West Sussex Joint Planning Board

Before the Committee was a report by the Head of Legal and Democratic Services, 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 12.

The Chairman proposed Councillor Liza McKinney be appointed to sit on the board this was seconded by Councillor Angie Mills. This was agreed by the Committee.

Resolved that Councillor Liza McKinney be appointed as the Council's representative on the West Sussex Joint Planning Board.

The meeting was declared closed by the Chairman at 9:00pm, it having commenced at 7:00pm.

Chairman