

**Minutes of a Meeting of the
Policy and Strategy Committee
16 October 2007**

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

Councillor Gavin Ayling
Councillor Keith Dollemore
*Councillor Robert Dunn

Councillor Liza McKinney
Councillor Angie Mills

Absent*

Councillors Carol Eade and Brian Boggis were also present and left the meeting at 7:45pm following consideration of agenda item 9.

PSC/338/07-08 Declarations of Interest / Substitute Members

Councillor Debbie Kennard declared her substitution for Councillor Robert Dunn.

PSC/339/07-08 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 Pandit of 92 Williams Road asked why he had not been informed of the proposal to develop land at Williams Road as part of the land registry search undertaken when he bought his property in November 2006.

Mr and Mrs Giacomelli of 90 Williams Road asked members what consultation had been undertaken regarding the proposed development at Williams Road and asked for assurance that the local community would be fully consulted before any proposal is progressed.

Mr Chapman of 72 Williams Road presented a petition opposing development at the land at Williams Road, signed by local residents and children that use the open space. He asked Members to consider the value of the land as a leisure facility for local residents and stated that the site was not suitable for housing development.

The Director of Services responded to the concerns and comments raised and explained the background to the proposal. He assured those present that local residents would be consulted in due course, both as part of consideration of the proposal by the Housing and Central Services Committee and also as part of the statutory consultation required for planning applications. He noted that, as the proposal was still in the early stages and no decision had yet been made, the matter would not be included in the results of a land registry search.

Councillor Julie Searle, as Chairman of Housing and Central Services Committee, replied that there would be consultation with local residents as part of the decision making process. She assured those present that those who had signed the petition would be kept informed about upcoming consideration of the proposal by the Council and given the opportunity to attend future meetings.

PSC/340/07-08 Confirmation of Minutes

Resolved that the Minutes of the Committee held on 24 July 2007 and 18 September 2007 and the minutes of the Simultaneous Executive Meeting on 12 July 2007 be approved and signed by the Chairman.

PSC/341/07-08 Items Raised under Urgency Provisions

None.

PSC/342/07-08 Change to Order of Agenda Items

The Chairman announced that agenda item 9: Relocation of Voluntary and Community Sector Organisations would be taken as the next item for consideration for the benefit of those present in the gallery.

PSC/343/07-08 Relocation of Voluntary and Community Sector Organisations

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 9.

The Director of Resources introduced the report and apologised for its late distribution, explaining that officers and Members were working to a very tight timescale. He noted that there were no implications for the report arising from the recent fire at the Shoreham Centre.

Councillor McKinney declared a personal interest in this item as a trustee of the Shoreham Centre.

Members discussed the proposals for the relocation of voluntary and community sector organisations to the Members Suite in the Adur Civic Centre, as set out as 'Option 3' in the report. It was felt that although this was not the preferred option initially, having considered the limitations on the available alternatives, this was the most viable proposal.

The Director of Resources drew members attention to paragraph 3.12 of the report and asked the Committee to agree to delegate authority to officers to negotiate service charges with the voluntary and community sector organisations, for reasons of expediency. The Committee agreed this with input from the Chairman of Community and Leisure Services Committee.

Members discussed the costs involved in the conversion of the Members Suite, as set out in Appendix C of the report. It was suggested that it should be made clear that the funding would not be used to benefit Members or their facilities. At the proposal of the Director of Resources, it was agreed that an additional contingency reserve be added to the overall estimated costs of £5K to £10K.

The Committee agreed the recommendation in the report. Councillor McKinney abstained from the vote on this proposal and asked for this to be recorded.

Resolved

- (i) that Option 3, as detailed in 3.7 of the report, be approved as the offer of reasonable alternative accommodation for the VCS organisations currently based at 2-8 Tarmount Lane;
- (ii) that negotiations regarding service charges be delegated to the Director of Resources in consultation with the Chairman of Community and Leisure Services Committee.

PSC/344/07-08 Shoreham Maritime - Development of a New Regeneration Vision

Before the Committee was a report by the Planning Policy Manager, 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 which updated Members on the proposals for the future development and regeneration of Shoreham Harbour. Members attended a briefing session by SEEDA on Shoreham Harbour immediately before the meeting.

The Committee expressed concerns regarding the lack of consultation undertaken to date. The Planning Policy Manager commented that these concerns had been communicated to SEEDA and as a result a draft consultation strategy had been produced.

Members felt that to give their support to the proposals at this stage may be interpreted as 'carte blanche', as many important details such as the number of new homes and the infrastructure to be provided have not yet been discussed. However, it was agreed that the Council should be seen as a community leader in taking the vision forward and as such the proposals could be supported in principle at this stage, subject to further consideration and consultation. It was agreed that recommendation 2.2 be reworded for clarification in order to better represent this view.

The Committee agreed the recommendations in the report, as amended.

Resolved

- (i) that the appended briefing paper submitted by SEEDA on the project be noted;
- (ii) that subject to detailed analysis, testing and consultation through a joint Area Action Plan the approach to develop a new and expanded mixed use regeneration vision for Shoreham Harbour be supported in principle;
- (iii) that the Head of Planning and Community and other Council Officers work with Brighton and Hove City Council, West Sussex County Council and the proposed project partners in developing a joint Area Action Plan;
- (iv) that as part of any future arrangements set up to progress and report on the joint Area Action Plan, the Policy and Strategy Committee receives regular updates and progress reports on the project and the joint Area Action Plan.

PSC/345/07-08 Community Consultation on Adur Development Plan Site Allocations Issues and Options

Before the Committee was a report by the Planning Policy Manager, 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 Planning Officer introduced the report which set out the results of consultation on the Site Allocations Issues and Options document and asked for Members approval to use the results in further Adur Development Plan documents. She noted that the consultation exercise had been extensive but that the response rate had been disappointing. She asked Members to note the main points arising from the consultation, as set out in paragraph 4.0 of the report.

The Committee discussed the merits of some of the specific sites identified for potential development in the consultation document. The Planning Officer clarified that the consultation document included a variety of sites but not all were proposed for building development. For example, redevelopment of the site at Golden Sands could involve an improved caravan park.

Members agreed the recommendations in the report and congratulated officers for their ongoing work on the Adur Development Plan.

Resolved

- (i) that the results of community consultation on the Site Allocations Issues and Options document be noted;
- (ii) that the use of the results of consultation on the Site Allocations document to inform further documents produced as part of the Adur Development Plan be approved.

PSC/346/07-08 Shoreham by Sea Conservation Area - Draft Character Appraisal and Management Strategy

Before the Committee was a report by the Planning Policy Manager, 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 Planning Policy Manager introduced the report which set out draft proposals for the updated conservation area statement for Shoreham by Sea. She provided a map of the area under consideration, which showed two additional areas for consideration and identified listed buildings, key unlisted buildings and tree preservation orders.

Members were not in agreement with the boundaries of the two additional areas proposed for inclusion in the conservation area, nor the key unlisted buildings. The Planning Policy Manager clarified that these had been included in the draft document as a result of suggestions received from early stage consultees. Members agreed that these should remain in the draft document for the consultation stage.

The Committee agreed that the draft character appraisal and management strategy for the Shoreham by Sea be approved for formal public consultation.

Resolved that the Committee approve the draft character appraisal and management strategy for the Shoreham by Sea Conservation Area for full public consultation.

PSC/347/07-08 Community Strategy and Development Plan Working Group - Terms of Reference

Before the Committee was a report by the Planning Policy Manager, 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 Committee agreed this minor amendment to the Terms of Reference for the Community Strategy and Development Plan Working Group.

Resolved that the Terms of Reference in the Council's Constitution for the Community Strategy and Development Plan Working Group be amended by deleting the reference to the need for there to be representatives from more than one party.

PSC/348/07-08 Bus Shelters

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

The Committee were very pleased with the report and welcomed the proposal to complete the programme of refurbishment and replacement of bus shelters. Members congratulated the Adur Town Centres and Street Scene Coordinator for his hard work on this project and his successful funding negotiations.

It was proposed that the word 'all' be removed from recommendation 2.4 in order to clarify that not all bus shelter advertising revenue would necessarily be used for maintenance and cleansing, for example, if there was a surplus. This was agreed by the Committee.

Resolved

- (i) that the recommendation from Street Scene Working Group that the first year contract cost for cleansing and maintenance of bus shelters, i.e. £14,558, be paid from the £43K contribution given to Adur District Council by Outdoor 247 be agreed;
- (ii) that the remaining balance from the £43K be used to complete the bus shelter programme;
- (iii) that future bus shelter advertising revenue be used to fund cleansing and maintenance of bus shelters as from October 2008.

PSC/349/07-08 Bulky Waste Collection Service

Before the Committee was a recommendation from Community and Leisure Services Committee, copies of which had been circulated to all Members at the meeting and a copy of which is attached to the signed copy of these Minutes as Item 11.

A copy of the draft minute extract from the Community and Leisure Services Committee meeting on 9 October 2007 on this item was distributed to those present.

The Director of Services introduced the report which set out a proposal to withdraw the subsidised bulky waste collection service. He noted that although he was always reluctant to recommend the withdrawal of any service, this proposal would bring Adur in line with other local authorities and was a necessity in the Council's current financial position. He assured Members that the proposal would not result in a significant increase in flytipping.

The Committee agreed the recommendation from Community and Leisure Services Committee.

Resolved that the proposed changes to the existing policy in relation to subsidised bulky waste collections be agreed.

The meeting was declared closed by the Chairman at 8:30pm, it having commenced at 7:00pm.

Chairman