ADUR & WORTHING
COUNCILS

Record of Officer Executive Decision

Ref. No: CE/001/26-27

Date of Decision: 15 May 2026

If you have any questions about this decision, please contact 01903 221073 or email neil.terry@adur-worthing.gov.uk

Record of Decision:

Agreement with Sussex Yacht Club to operate a shared Flood Gates Management Plan in relation to the new Shoreham Flood Defence scheme.

Decision taken by: Chief Executive

Declaration: I do not have a disclosable pecuniary interest, or conflict of interest.

Delegated authority:

At its meeting on 9th December 2025, the Joint Strategic Committee delegated to the Chief Executive in consultation with the Leader and Cabinet Member for Regeneration & Strategic Planning, to enter into an agreement with Sussex Yacht Club for the management and operation of the two flood defence gates on the terms agreed in the Flood Gate Management Plan.

Decision:

The approved planning consented flood defence design adjacent to Sussex Yacht Club in Shoreham requires the implementation of joint operational procedure agreed between Adur District Council and Sussex Yacht Club for the management of the flood gates once construction of the development has been completed.

This decision is for Adur District Council to enter into an agreement with Sussex Yacht Club (SYC) for the management and operation of two Flood Gates that will be installed as part of the Flood Defence construction project adjacent to SYC and Brighton Road in Shoreham. This agreement sets out the terms of the management of the Flood Gates.

Key Decision: Yes ~~/ No~~

Reason for the Decision:

Adur District Council (ADC) will hold the overall ownership, liability and maintenance responsibility of the flood defences, including issuing the instruction to close flood gates. However, this Flood Gates Management Plan adds greater resilience through partnering with the Sussex Yacht Club (SYC) who will use their own team of local, trained volunteers for the physical operation to allow for quicker deployment based on minute-by-minute tidal information - and to allow them to operate and maintain access to their site right up to the event occurring and shortly after it has passed, minimising any potential disruption to the yacht club and its members access.

The Flood Gates Management Plan will ensure suitable procedures and processes are in place to support the ongoing management of the flood defences.

Alternative Options Considered:

Other agencies were approached to manage the flood gates, including the Environment Agency, however they were unable to commit to the resources. Therefore, it was considered necessary to prepare an operational management plan which was practical and agreeable for all parties involved (ADC and SYC), with the emphasis being on reaction speed to mitigate against flood events.

ADC briefly considered being the sole operator, but this wouldn't practically work with SYC as the gates would likely be sealed the day before a flood event and opened the day after, meaning access and disruption for the SYC could be impacted unnecessarily.

Other Matters Considered:

A key focus has been addressing liability, as SYC is not able to hold any responsibility should the gates fail. The Council's insurance has been confirmed to cover volunteers, provided they are under the Council's control and appropriately trained. The final management plan has been prepared in full consultation with SYC.

This final protocol includes details on operator training (provided by the contractor, Flood Control International) and a communication system for alerts and confirmations. The Flood Gates Management Plan has now been produced and will be ready for implementation and operation once the flood defences have been completed.

Legal Advice and Issues	x	Financial Advice and Issues	x
Sustainability Issues	x	Equality Issues	x
Community Safety Issues	x	Human Rights Issues	x
Reputation	x	Risk Assessment	x
Health and Safety Issues	x		

Consultation:

ADC has been in consultation with SYC throughout the design with a series of meetings held to agree and confirm the final Management Plan. The Leader and Deputy Leader of Adur District Council have been consulted on the progress of this process and a report was presented to JSC in Shoreham on the 9th of December 2025 with all Members unanimously supporting the scheme.
Background Papers: ● Flood Gates Management Plan ● JSC 9th December 2025
Call-in: The call-in deadline for this decision will be 5:00pm on

Signed: [redacted]

Dated: 15 May 2026

Name: Paul Brewer, CEO, Adur & Worthing Councils

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