

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

**A Decisions Taken by Individual Cabinet Members**

Listed below is a summary of decisions taken by the individual Cabinet Members since the despatch of the agenda for the last Council Meeting . Full details can be found on the Cabinet Members and Portfolios, Reports and Decisions webpage. [www.adur-worthing.gov.uk/committee/agendas-minutes.htm](http://www.adur-worthing.gov.uk/committee/agendas-minutes.htm)

**Leader**

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**Cabinet Member for Regeneration**

REG/014/14-15 Shoreham Beach Neighbourhood Plan Area and Forum Designation

**Cabinet Member for Resources**

RES/004/14-15 Irrecoverable Debts – Sundry Debts

RES/005/14-15 Write Offs

RES/007/14-15 Write Offs

RES/008/14-15 Rate Relief Applications

RES/010/14-15 Write Offs

**Cabinet Member for Customer Services**

CSE/009/14-15 Mobile Homes Act 2013

**Cabinet Member for the Environment**

ENV/012/14-15 Southwick Green Play Area Refurbishment

**Cabinet Member for Health and Wellbeing**

HAW/01/14-15 Adur Competitive Community Grants Budget 2014/15 – Round 2

## **B. Decisions Taken by the Joint Strategic Committee on 04 November 2014**

Full details can be found: [www.adur-worthing.gov.uk/committee/cab-docs-joint-strategic.htm](http://www.adur-worthing.gov.uk/committee/cab-docs-joint-strategic.htm)

*Items relating to Worthing Borough Council are not reproduced on this agenda*

### **JSC/061/14-15 Proposal for Adur and Worthing Councils to become Corporate Members of West Sussex Credit Union**

#### **Decision**

The Joint Strategic Committee

- 8.1 approved the proposal that Adur District Council becomes a Corporate Member of WSCU, depositing a sum of £25,000 in WSCU from the Capacity Issues Reserve and that the WSCU Corporate Membership scheme be added to the capital programme;
- 8.2 -
- 8.3 delegated authority to the Director for Communities to act as Adur and Worthing Councils Designated Representative in accordance with WSCU's Corporate Accounts Membership Policy;
- 8.4 approved the proposal that the Adur District Council Housing Revenue Account provide a subordinated loan of £25,000 to WSCU for the term of ten years;
- 8.5 delegated authority to the Head of Adur Homes, in consultation with the Executive Member for Customer Services (Adur), the Executive Member for Resources (Adur), the Chief Financial Officer and the Solicitor to the Council to negotiate the terms of use of the Adur District Council Housing Revenue Account subordinated loan to WSCU;
- 8.6 approved that the Treasury Management Policy for Adur and Worthing Councils be amended to:
  - i) include the WSCU on the list of approved counterparties for investment purposes;
  - ii) add the acquisition of shares in the WSCU to the list of approved non-specified investments, with a maximum maturity period of 10 years;
  - iii) approved the addition of the Housing Revenue Account subordinated loan to WSCU to list of approved non-specified investments (for Adur Council only) with a maximum maturity period of 10 years.

**JSC/062/14-15      2<sup>nd</sup> Capital, Revenue Budget and Performance Monitoring 2014/15**

**Decision**

The Joint Strategic Committee:-

- (a) noted the report and projected outturn position for the Joint, Adur and Worthing Revenue Budgets and proposed use of reserves (Appendix 1b and 2b);
- (b) With respect to the Capital Investment Programme for Adur District Council
  - (i) noted the reprofiling of the Adur District Council capital schemes advised in paragraph 8.2 and Appendix 6, and the possible reprofiling of capital schemes listed in paragraph 8.3;
  - (ii) approved the virements and use of the buildings maintenance reserve to fund the asbestos removal from the Shoreham Centre, as detailed paragraph 8.4.1;
  - (iii) approved the purchase and inclusion of the Electoral Services software in the 2014/2015 Capital Investment Programme funded from 2013/2014 underspends carried forward to 2014/2015 as detailed in paragraph 8.4.2;
  - (iv) approved the inclusion of the remediation of contaminated land on Adur Recreation Ground in the 2014/2015 Capital Investment Programme funded from underspends as detailed in paragraph 8.4.3;
- (c) -

**C. Decisions Taken by the Joint Strategic Committee on 02 December 2014**

Full details can be found: [www.adur-worthing.gov.uk/committee/cab-docs-joint-strategic.htm](http://www.adur-worthing.gov.uk/committee/cab-docs-joint-strategic.htm)

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**JSC/072/14-15      “Surf’s Up” : a 2-year programme to deliver the Catching the Wave ambition**

**Decision**

The Joint Strategic Committee

- 5.1.1 noted and endorsed “Surf’s Up” as a prioritised 2 year programme of strategic activity for officers to deliver;

- 5.1.2 requested 6-monthly updates on progress against the commitments (allowing at each 6 month review for the refresh of commitments that have been completed or where circumstances have changed);
- 5.1.3 requested that the Communications Team turn “*Surfs Up*” into a “living document” that is widely and skilfully communicated internally to all staff and Members and to key external stakeholders.

## **JSC/073/14-15      Outline 5-Year Forecast and Savings Proposals**

### **Decision**

The Joint Strategic Committee:-

- (i) noted the current 5 year forecast;
- (ii) approved the proposed savings as set out in appendix 3.

## **JSC/079/14-15      Tackling the Community Impact of Gypsy and Traveller Unauthorised Encampments in Adur and Worthing**

### **Decision:**

The Joint Strategic Committee:-

- (i) noted the actions being taken to tackle the community impact of Gypsy and Traveller Unauthorised Encampments in Adur and Worthing;
- (ii) delegated authority to the Director for Communities, in consultation with the Solicitor to the Council and the Chief Finance Officer, to approve, and enter into, the agreement relating to the management of a Gypsy and Traveller Transit Site at Westhampnett, and the Enforcement and Legal proceedings relating to unauthorised encampments, on behalf of Adur and Worthing Councils;
- (iii) delegated authority to the Director for Communities, in consultation with the Solicitor to the Council and the Chief Finance Officer, to approve the West Sussex Multi-Agency Enforcement Protocol on behalf of Adur and Worthing Councils;
- (iv) approved a virement of £37,500 from the West Sussex Local Authority Transit Site scheme in the Adur Capital Investment Programme to the Traveller Exclusion Measures scheme;
- (v) delegated Adur District Council and Worthing Borough Council's legal services function, in so far as they relate to the enforcement of unlawful encampments, to West Sussex County Council.

**JSC/081/14-15 WSCC Tender for the Provision of Telecare Services across West Sussex: A Service and Business Development Opportunity**

**Decision:**

The Joint Strategic Committee:-

- (i) noted the contents and proposals contained within the report and approved Adur District Council entering into a sub-contract with Chichester District Council for the provision of Telecare Services with the terms set out in the report, in the event that the CDC bid submitted to WSCC is successful;
- (ii) acknowledged and approved Adur District Council taking part in the cross-boundary Telecare West Sussex Group work that was being undertaken to deliver the Telecare Services contract within West Sussex;
- (iii) -
- (iv) approved the creation of a budget to hold the costs and income associated with the Telecare subcontract.

**JSC/082/14-15 Proposal for a Shared Legal Service – Proceeding to develop a full business case**

**Decision:**

The Joint Strategic Committee:-

- (i) noted the contents of the report and its appendix;
- (ii) agreed to receive a further report and detailed business case in February 2015;
- (iii) agreed in principle to change the way in which the Councils' legal service was provided, subject to Joint Strategic Committee approving the business case;
- (iv) agreed to the implementation of the transitional arrangements of the Councils working together with iESE and Aylesbury Vale District Council, including the secondment of staff, as identified in appendix 1 of the report.

**JSC/083/14-15      *Building      Engagement      through      vibrant  
communications : A Communications Strategy for  
Adur & Worthing Councils***

**Decision:**

The Joint Strategic Committee:-

- (i) noted and endorsed the Communications Strategy 2015 – 2018 as the framework for the development of the Councils' communications function;
- (ii) approved and adopted the revised Social Media Policy, allowing Officers to effectively expand the use of social media in a structured, managed way for the benefit of the Councils, and the Councils' customers;
- (iii) approved the Visual Identity Guidelines to guide the Councils' improvement of the way that customers relate visually to the work of the organisations, officers and partners.

**D. Urgent Decisions Taken by the Executive**

Local Authorities (Executive Arrangements)(Access to Information)(England) Regulations 2000 as amended.

The following is reported to Council: Nil

Councillor Neil Parkin  
Leader of the 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 contain exempt information and not fully published on the websites.