

JSC/099/16-17 Adur and Worthing Housing Strategy

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 7.

The report outlined the new three year joint Housing Strategy and targets for the Councils, and recommended that Adur and Worthing Councils adopted the Strategy.

A Member questioned how the strategy would be marketed to the public. Officers advised that public engagement would be the next step and that a combination of digital and written information would be employed to get the message out.

The importance of partnership working with neighbouring local authorities and organisations was discussed as was the need for consistency in approach across the local area. Officers advised that a network of Directors had been established, including West Sussex County Council, which would consider need across the wider area.

The merits of fixed term tenancies and the practicalities of how these would work alongside lifetime tenancies was considered and a Member sought clarification regarding differences in the LHA's between Adur and Worthing. Officers advised that Adur's LHA was aligned with Brighton's.

Decision,

The Joint Strategic Committee recommended to both Adur and Worthing Councils that the Housing Strategy and targets for 2017 to 2020 be agreed.

Full report: <https://www.adur-worthing.gov.uk/media/media,143391,en.pdf>

**JOSC/16-17/61 Adur and Worthing Joint Overview and Scrutiny
Committee Work Programme – 2016/17**

Before the Committee was a report by the Director for Digital and Resources, a copy of which was sent to all Members and a copy of which is attached to the signed copy of these minutes as item 10. The report outlined progress on the work contained in the 2016/17 Work Programme and proposals for the Committee's work programme for 2017/18

The Policy Officer introduced the report to the Committee and set out Scrutiny requests that had been received along with recommendations made by the Joint Chairs.

In relation to a proposal to set up a review to look at the Worthing Theatres budgets the Committee noted that a Theatres Working Group had been set up previously but were concerned that its recommendations had not been carried out. The Committee agree to set up a working group to investigate the progression of previous recommendations in preparation to present and question the Executive Member for Customer Services with their findings at the meeting in November. The Working Group was set up to consist of Keith Bickers, Luke Proudfoot, Bob Smytherman and Joss Loader.

With regards to a request to review the dredging of Brooklands Lake and the condition of the play area, Members agreed to add to the work programme an item on a review of Adur and Worthing play areas and review the situation relating to the dredging of Brooklands Lake following the Joint Strategic Committee meeting taking place in July 2017.

Members agreed to look at a report on solar panels at its meeting in June 2017.

Resolved: that progress on the work programme be noted

Recommendations: that the Joint Overview and Scrutiny Committee Work Programme for 2017/18 be recommended to Full Councils for approval

JGC/16-17/057 Joint Overview and Scrutiny Committee Procedure Rules

Before the Committee was a report by the Monitoring Officer, copies of which had been circulated to all Members and copies are attached to the signed copy of these Minutes as Item 11.

The report updated Committee on the ongoing work, by the Joint Overview and Scrutiny Committee (JOSC), to introduce and review 'New Ways of Working' to ensure the Committee was able to robustly, efficiently and effectively, scrutinise decisions of the Councils, take a lead role in policy development and generally add value to the work of the Councils.

The review of JOSC's New Ways of Working had coincided with a timely periodic review of the Councils' JOSC Procedure Rules, which formed part of each Councils' constitution. The proposed revisions to the JOSC Procedure Rules, for both Adur and Worthing Councils, were attached to the report as Appendix 1.

Members acknowledged the importance of the scrutiny function and a Member questioned whether the new procedure rules would restrict what the Joint Overview and Scrutiny Committee could consider or who could propose items. Officers advised that the new procedure rules were not restrictive although additional criteria had been included within the procedure rules.

Resolved,

That the Joint Governance Committee recommended to both Adur District Council and Worthing Borough Council the adoption of the revised Joint Overview and Scrutiny Procedure Rules and inclusion of the rules in each Council's Constitution.

Full report: https://www.adur-worthing.gov.uk/media/media_143814_en.pdf

JGC/16-17/058 Executive Procedure Rules

Before the Committee was a report by the Monitoring Officer, copies of which had been circulated to all Members and copies are attached to the signed copy of these Minutes as Item 12.

The report made proposals for changing the Executive Procedure Rules and revised versions were appended to the report as Appendix 1, for Adur District Council and as Appendix 2 for Worthing Borough Council.

The Joint Governance Committee was asked to consider the proposed new rules and to make a recommendation to each Council for the new Executive Procedure Rules to be adopted and become part of each Council's Constitution from the date of the Annual Council Meetings in 2017.

It was noted that consultation had been undertaken with both Leaders by way of a report, asking them to provide comment to the Joint Governance Committee. The Committee was updated with the decision of the Leaders' and feedback received.

A Member questioned whether the 28 Day Notice of Key and / or Exempt Decisions could be shared with Members when published. Officers agreed that Democratic Services would email Members with a link to the notice at least once a month.

A Member sought clarification as to whether informal briefing meetings had been reintroduced by Adur and Worthing Councils. Officers confirmed that there were informal briefing meetings but they had no decision making powers as the public were excluded.

Resolved,

That the Joint Governance Committee

- **recommended that Adur District Council adopt the revised Executive Procedure Rules, as set out at Appendix 1, as part of their Constitution;** and
- recommended that Worthing Borough Council adopt the revised Executive Procedure Rules, as set out at Appendix 2, as part of their Constitution.

Full report: <https://www.adur-worthing.gov.uk/media/media.143815.en.pdf>

JGC/16-17/059 Constitutional Provisions relating to Adur and Worthing Councils' Licensing Functions

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

Constitutional and procedural arrangements relating to Licensing at Adur District Council and Worthing Borough Council vary significantly and the report provided an opportunity for governance arrangements and procedure rules to be reviewed; to streamline procedures and to combine best practice from both authorities.

The Solicitor to the Council advised the Committee that determining individual applications by way of a hearing before a full Committee of either 10 or 15 Members may be disproportionate and may be contrary to the principles of natural justice and the Human Rights Act, particularly where the individual is not represented and there is a risk that the hearing may result in a loss of livelihood. The Solicitor to the Council advised the Committee that all other West Sussex local authorities determine such matters by way of sub committees, and advised that, to minimise the risk of challenge, greater use of sub committees for Licensing matters be adopted at Adur and Worthing.

The Committee noted that Worthing Licensing and Control Committee considered the proposals at its meeting on the 30 January 2017 and had strongly rejected the proposals. The Licensing and Control Committee had reasoned that the best possible judgements were achieved by a Committee of 15 Members.

A Member questioned what the quorum would be for a sub-committee of 3 Members. Officers advised that quorum would be 2 Members. A Member asked what would happen if there was disagreement between 2 Members sitting on a sub-committee. Officers advised that the appointed chairman would have a casting vote.

A Worthing Member stated that the proposals within the report seemed sensible but the Licensing and Control Committee had not supported them. Therefore, he could not see how the Joint Governance Committee could support the proposals.

An Adur Member proposed that the recommendations put forward by the Adur Licensing Committee be recommended to Adur Council by the Joint Governance Committee. The proposal was seconded.

The reasons given for this proposal were that the larger committee reflected a true democratic approach to Licensing by providing a broader breadth of experience and opinion.

Resolved,

1. That the Joint Governance Committee noted the comments received from both Adur District Council and Worthing Borough Council's Licensing Committees.
2. That the Joint Governance Committee recommended to Worthing Borough Council that no changes be made to the Constitutional Provisions relating to Worthing Councils' Licensing Functions.
3. **That the Joint Governance Committee recommended to Adur District Council:**
 - **that the constitution be varied to provide that the majority of the membership of the Licensing committee cannot be made up of Executive Members;**
 - **that Licensing Act 2003 and Gambling Act 2005 matters are heard by a full committee of ten members and no changes to the constitution are made in this regard;**
 - **that the quorum of the full committee be raised from three members to four members and the constitution be amended accordingly;**
 - **that the quorum of the Licensing and Regulatory sub committee remain as three;**
 - **that the constitution be amended to provide for NNDR applications to be dealt with by the Head of Revenues and Benefits, rather than the Executive Member for Resources, with a route of appeal to the Executive Member for Resources, rather than to the Licensing Committee;**
 - **that the Solicitor to the Council be delegated authority to draft Licensing Procedure Rules to be incorporated into the constitution, to include a provision that the Licensing Committee Chairman or Vice Chairman be expected to attend appeals held at the Magistrates Court.**

Full report: <https://www.adur-worthing.gov.uk/media/media.143816.en.pdf>

JSC/107/16-17 Becoming Dementia Friendly Councils - A paper to propose the councils join the Adur and Worthing Dementia Action Alliances

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 6.

The report provided information on dementia and proposed that the Council's demonstrate their commitment to becoming dementia friendly organisations, by becoming a member of the Dementia Action Alliances.

The report outlined what becoming dementia friendly meant for local communities and organisations and how the Councils could further develop some of the great services they deliver, to be equipped to respond to the needs of people living with dementia and their carers.

It was noted that there were many things the Councils were already doing to support people to reduce their risk of developing dementia and some of these were detailed in the report.

Members expressed their support for this work and the proposals outlined in the report.

Decision:

The Joint Strategic Committee

- 1) recommended to Adur and Worthing full Councils that they sign up to the Adur Dementia Action Alliance and Worthing Dementia Action Alliance as 'Local members';
- 2) delegated approval of the draft Action Plan (Appendix II) for submission, to the Director for Communities in consultation with the Executive Members for Wellbeing and Customer Services;
- 3) noted that the Action Plan on working towards becoming dementia friendly Councils reports to the Public Health Plan Delivery Group, chaired by the Director for Communities, and requested that this be reported to the Joint Strategic Committee on an annual basis.

Full report: <https://www.adur-worthing.gov.uk/media/media.143912.en.pdf>