

**Minutes of a Meeting of the  
Joint Overview & Scrutiny Committee of  
Adur District and Worthing Borough Councils**

**Gordon Room, Worthing Town Hall**

**13 November 2014**

\*Councillor Roy Barraclough (Chairman)  
Councillor Vito Vitojan (Vice Chairman)

**Adur District Council:**

Ann Bridges  
\*James Butcher  
\*Ken Bishop  
Brian Coomber  
Liz Haywood  
Emily Hilditch  
Rod Hotton  
\*Liza McKinney

**Worthing Borough Council:**

Keith Bickers  
Edward Crouch  
Charles James  
Dr Heather Mercer  
Mark Nolan  
Keith Sunderland

\*Absent

Also present:

WBC Councillors: Daniel Humphries, Clive Roberts  
ADC Councillors: Angus Dunn

*Officers: Director for Communities, Director for Customer Services, Director for digital and Resources, Head of Strategic Planning and Economic Development, Chief Financial Officer, Head of Communications, Parks and Foreshore Manager, Business Services Manager, Policy Officer (ML), Solicitor (JL), Democratic Services Officer (CCD)*

**JOSC/14-15/35 Declarations of Interest/Substitutions**

Councillor Diane Guest declared her substitution for Councillor Roy Barraclough.

Councillor Rod Hotton declared a pecuniary interest in Agenda item XX as an owner of a beach hut.

Councillor Dr Heather Mercer declared a personal interest as someone who works with NHS patients

Councillor Liz Haywood declared a personal interest as someone who works with NHS patients

**JOSC/14-15/36 Minutes**

**Resolved** that the Minutes of the Committee held on 11 September 2014 be

approved as the correct record and be signed by the Chairman.

#### **JOSC/14-15/37 Public Question Time**

Mr Tomalin of the West Tarring Bowling Association Asked a question, a copy of which is attached as an annex to the signed copy of these minutes

The Chairman thanked Mr Tomalin for his question and confirmed that his question would be included in the discussion on the relevant item later on in the agenda.

Mr Barry Hillman Asked a question, a copy of which is attached as an annex to the signed copy of these minutes

The Director for Communities took on board the statements of Mr Hillman and stated that he would get back to him. He stated that his comments were valid and recognised that there would need to be more conversations with allotment's groups in Adur.

#### **JOSC/14-15/38 Items Raised Under Urgency Provisions**

There were no urgent items.

#### **JOSC/14-15/39 Consideration of any matter referred to the Committee in relation to a call-in of a decision**

There were no items.

#### **JOSC/14-15/40 Review of Open Space, Sport and Recreation Facilities Study**

Before the Committee was a report by the Director for Communities, a copy 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 a summary of the Review of Open Space, Sport and indoor Sport Facilities Study which was prepared by the external consultants Knight, Kavanagh and Pace (KKP) on behalf of both Councils.

The Director for Communities introduced the report to the Committee and provided an update to Members on developing situation since the publication of the report. Paragraph 12.4 of the report was updated to show that there a shortfall of three youth pitches in Adur and that there was a deficit of 1.5 mini football pitches in Adur and 2 in Worthing. Members were also informed of the ongoing consultation with the bowling clubs located at Field Place. It was related that for 2015 there would be two bowling greens and two club rooms at Field Place and that in 2016 the clubs would be moved to Beach House Park and have clubroom for their use.

In response to the question posed by Mr Tomalin the Director stated that there were ongoing negotiations with the two bowling clubs which would include discussion of the proposals put forward. The Director commented that the consultation between the bowls clubs and the Council had been healthy and open.

The Chairman invited a Ward Councillor to make a representation concerning bowls at Field Place. Councillor Proudfoot stated that the proposal put forward during public question time was a good compromise that ensured continued use of Field Place for

the bowls clubs in question and identified savings for the Council. Cllr Proudfoot asked that the Committee recommend that the decision regarding the Bowls club be postponed and the matter be deferred for more negotiation to take place that secured continued bowling at Field Place.

Councillor Mark Nolan made a proposal that reflected Councillor Proudfoot's request that was seconded by Councillor Edward Crouch a subsequent vote carried the proposal

Members discussed how consultation with the bowls club had been undertaken. The Director explained that the consultation had to begin somewhere and from the outset it was made clear that no decision had been made regarding bowls at Field Place. Communication with the Bowls clubs had been good and effective communication.

A Member noted that section 106 monies were being recommended for expenditure at Buckingham Park and asked if that money should have been ring fenced for Lancing as part of 106 monies received as a result of the Brighton and Hove Albion Football Academy development. The Director clarified that the section 106 money being made available was ring fenced for spending within the District of Adur.

The Committee discussed the need for an open spaces strategy. The Head of Strategic Planning and Economic Development explained that the strategy provided robust evidence that assessed the need for future provision of play across the District and Borough. This gave the Council a strong evidence base for play provision to be taken into account as a result of new development. Additionally Sport England had placed great emphasis in having the strategy and that funding from that group was made easier with a strategy in place.

**Resolved:** That the report be noted

**Recommendation:**

- i) That the Joint Overview and Scrutiny Committee Recommends to the Joint Strategic Committee that the Strategy be adopted as background evidence for the emerging Adur Local Plan and the Worthing Local Plan and the recommendations used to prioritise future provision and improvements to existing provision;
- ii) That the Joint Overview and Scrutiny Committee Recommends to Joint Strategic Committee that £150k of Adur District Council S106 funding should be used as match funding to help secure RFU funding towards a replacement of the Pavilion building at Buckingham Park;
- iii) That the Joint Overview and Scrutiny Committee does not recommend that the Joint Strategic committee adopts the Strategy contained within the report with regards to bowling;
- iv) That the Joint Overview and Scrutiny Committee requests that the proposals submitted to the Committee by Mr Tomalin with regards to the bowling provision at Field Place be given due consideration by the Joint Strategic Committee; and,
- v) Whatever the final outcome, the Joint Overview and Scrutiny Committee

advises the Joint Strategic Committee that a solution must be found to ensure the continued provision of bowling at Field Place.

**JOSC/14/15/41 Interview with the Clinical Commissioning Group on the provision of community beds within the Adur District**

Noah Curthoys of West Sussex Coastal Commissioning Group gave a brief introduction to the work of the commissioning group and invited questions from the Councillors.

The Committee discussed problems of patient Social Care following clinical treatment by the NHS. Mr Curthoys acknowledged that there could be gaps between the different service providers and that the NHS and Social Care needed to work together and to pool budgets in order to get the deliver the best service for its customers.

Mr Curthoys was told that when a patient in Adur needed a community bed they were sometimes sent to Midhurst or Bognor Regis. This could be difficult for patients who had to use public transport. It was relayed that it was also difficult for the relatives of patients who did not have access to their own means of transport and it could mean that a patient could go through lengthy care without receiving a visitor. The Committee discussed the related issue of patient transport and how patients within Adur and Worthing could be asked to travel long distances for treatment which was expensive on public transport and sometimes not possible. Mr Curthoys welcomed the feedback and informed members that feedback helped to make the data used by the NHS 'more real' and the more 'voices heard' would enable the NHS to understand more and provide more responsive services.

**JOSC/14-15/42 Interviews with the Cabinet Members for Resources (Cllrs Angus Dunn ADC, Daniel Humphreys WBC)**

Before the Committee was a report by the Chief Executive a copy 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. As part of their work programme the Committee had agreed to Interview Cabinet members on their priorities for 2014-15.

The Adur Cabinet Member was asked for his views on the financial outlook for the Councils over the following five years. The Adur Cabinet Member said that the Council faced a significantly reduced financial settlement but was resolved to be innovative in the way it provided its services by reducing cost and putting the customer at the heart of the way the Councils operated.

The Worthing Cabinet Member was asked if the Councils should be managing expectation in light of future funding cuts. The Cabinet Member stated that residents should have high expectation of the Council. Members were told that the message about local government cuts was being addressed in the wider media by groups such as the Local government Association. The Adur Cabinet Member stated that as yet the Councils had managed to absorb the cuts whilst improving services, the cuts had

forced the Council to become more innovative and efficient.

A Member asked why the Worthing Cabinet Member had claimed there had been no cuts to frontline services when the Grounds maintenance budget had been cut by £30k. The Cabinet member clarified that the budget may have been cut but the service level had remained the same because of efficiencies found from within the service which is why it had been claimed that no cuts had been made to the front line service.

A Member asked about the costs of the telephony service and was told that the Chief Financial Officer would provide accurate figures to the Member concerned

**Resolved:** that the cabinet member interviews be noted.

### **JOSC/14-15/43 Outline 5-Year Forecast and Savings Proposals**

Before the Committee was a report by the Director for Digital and Resources, a copy 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 report before Members informed of the financial forecast for 2015/16 to 2019/20 and proposed options for meeting the projected budget shortfall in 2015/16.

The Chief Financial Officer introduced the report to the Committee and set out the main financial challenges facing the Council.

**Resolved:** that the report be noted and recommended to the Joint Strategic Committee

### **JOSC/14-15/44 2nd Capital, Revenue Budget and Performance Monitoring 2014/15**

Before the Committee was a report by the Director for Digital and Resources, a copy 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 report updated the Committee with the expenditure and income projections for each Council in the financial year 2014/15, compared to the Revenue Budget approved by both Councils on the 20 February 2014 (Adur District Council) and 18 February 2014 (Worthing Borough Council).

The Chief Financial Officer introduced the report to the Committee

A Member asked if vacancy savings identified within the report had led to increased stress upon staff and had led to an increase in staff sickness. The Policy Officer responded that figures from the last quarter indicated that staff sickness rates were down when compared to the previous quarter.

A Member asked about the reference to job evaluation as set out in the report. The Chief Financial Officer explained that the job evaluation for the technical services department had been delayed and the costs reflected in the report included backdated pay in relation to the job evaluation.

The Committee discussed the situation concerning asbestos found at the Shoreham Centre. Members were informed of the cost of dealing with the asbestos but were assured that the new civic presence project was still on course for the end of July 2015.

**Resolved:** that the report be noted

### **JOSC/14-15/45 Beach Huts in Adur and Worthing**

Before the Committee was a report by the Director for Communities, a copy of which had been circulated to all Members and a copy of which is attached to a signed copy of these minutes as item 11. The report before Members provided information in response to a question raised at a previous Joint Overview & Scrutiny Committee of Councillor Bryan Turner, Worthing Borough Council's Cabinet Member for Regeneration, with responsibility for the Foreshore relating to beach hut.

**Resolved:** that the report be deferred.

### **JOSC/14-15/46 ICT Issues and Spend**

Before the Committee was a report by the Director for Digital and Resources, a copy of which had been circulated to all Members and a copy of which is attached to a signed copy of these minutes as item 12. The report outlined the assessment and improvement work that has been undertaken by the Director for Digital & Resources and colleagues on telephony and ICT issues since May 2014.

The Director for Digital and Resources introduced the report to the Committee and explained the aspirations and direction of travel for Digital for the Councils.

Members discussed what digitalisation meant for the Councils and if this could lead to some residents being left behind. The Director for Digital and Resources informed members of the digital hubs project which provided a community hub from which residents could seek out digital advice and assistance from volunteers. The Committee was told that the strategy being adopted was 'mobile first' because most people have mobile technology. Systems would be designed to be user friendly as they would not be used by residents if they were difficult to use.

A Member highlighted the risk of investing in 'cutting edge' technology and asked how technology would be tested and proven. The Director explained that the technology would be tested in a sensible manner with a limited number of licences being bought and tested amongst a select group of users before it is rolled out to a wider group.

The Committee discussed further the outcomes of visits to fact finding visits to other authorities and the need for sensitivity when dealing with apps for services such as the crematoria.

**Resolved:** that the report be noted and the Committee receive further updates following approval of the impending digital strategy.

**JOSC/14-15/47 Adur and Worthing Joint Overview and Scrutiny Committee  
Work Programme – 2014/15**

Before the Committee was a report by the Chief Executive, a copy of which had been circulated to all Members and a copy of which is attached to a signed copy of these minutes as item 12. The report outlined progress on the work contained in the 2014/15 Joint Overview and Scrutiny Committee Work Programme.

The Policy Officer introduced the report to the Committee

The Committee asked that an item be added to the work programme concerning the inspection of food vendors for the purpose of applying hygiene ratings. Members requested information about the frequency of food hygiene visits and the consistency of the ratings given.

**Resolved:** that the work programme be noted

**JOSC/14-15/48 Member's Items**

There were none.

The meeting was declared closed by the Chairman at 8:45pm it having commenced at 6.30pm.

**Chairman**

Question from Barry Hillman

The report from Knight, Kavanagh and Page must have a very high price tag. Why cannot such a project be prepared in house?

Firstly it was disappointing to read that no contact had been made with Adur allotment societies.

Secondly it does not make any recommendations on how or where additional allotment sites will be found to meet the increase in population recommended in the Adur Development Plan

The table under 4.1 of item 6 suggests an Adur population of 89,000. In reality it is 61,300.

Finally the Adur list of allotment sites includes Eastbrook. Although the site is within the Adur boundary it is a Brighton and Hove facility and it is not available to Adur residents. This facility should not be employed within the local Adur plan. in an effort to reduce the need for additional space especially since most new developments have little garden space. Can you in any future report ensure that Eastbrook is not available to Adur and also be reminded that you have approved a planning application for part of this site?

Question from Mr Tomalin Chairman of the West Tarring Bowls Club

Is the Committee aware that a recent survey of members of both clubs showed that 95% wished to remain at Field Place with the likelihood that insufficient members would be willing to go to Beech House Park in 2016 to make the move viable.

Also that as a result of these findings the following proposal was put to Councillor Yallop in an e mail on 7th November. As yet no negotiation have taken place :-

- 1). From 2016 the two clubs would be willing to sacrifice their independence and merge.
- 2). The merged club would occupy the smaller club room allowing the larger to be let.
- 3). Full use would be made of the remaining green, which would otherwise be unused and producing no income.
- 4). To ease parking problems, particularly when weddings take place, parking will be arranged at the indoor club. Other specified measures could be taken to separate bowlers and wedding guests.
- 5). The income and savings arising from these proposals would be :-

Sales of season tickets ( we could take responsibility)	11,000
Rent from club room.	2,000
Green fees.	2,000
Income from vacated club room (say)	5,000
Closing two greens.	34,000
Total.	£54,000.
- 6). These arrangements to be reviewed after five years.

Does the Committee not agree that these proposals achieve the savings that the Council is seeking and should be recommended for adoption by the JSC or at the very least recommend that time should be given to allow negotiations to take place ?

David Tomalin  
Chairman West Tarring Bowls Club.