

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

Gordon Room, Stoke Abbott Road, Worthing Town Hall

22 March 2018

Roy Barraclough (Chairman)
Keith Bickers (Vice Chairman)

Adur District Council:

Carol Albury
Les Alden
George Barton
Kevin Boram
Ann Bridges
Stephen Chipp
Joss Loader
Robin Monk

Worthing Borough Council:

Sean McDonald
*Nigel Morgan
*Louise Murphy
Luke Proudfoot
Bob Smytherman
Steve Waight

*Absent

JOSC/17-18/58 Declarations of Interest/Substitutions

Councillor Waight declared an interest as a member of West Sussex County Council

Councillor Smytherman declared an interest as a member of West Sussex County Council and as a Trustee of Coastal West Sussex Mind

Councillor Barton declared an interest as a member of West Sussex County Council

Councillor Borham declared an interest as a member of West Sussex County Council

Councillor Bridges declared an interest as a member of West Sussex County Council

Councillor McDonald declared an interest as a member of West Sussex County Council and as a trustee of the Worthing Symphony Orchestra.

Councillor Westover declared his substitution for Councillor Murphy

JOSC/17-18/59 Minutes

Resolved that the Minutes of the Committee held on 15 February 2018 be approved as the correct record and signed by the Chairman

JOSC/17-18/60 Public Question Time

Mr Geoff Hodgson asked the following question:

At the meeting of JOSC on 15/2/18 item 9 ref JOSC/17-18/56 it was resolved that the Executive Member be requested to write to the Director of Public Health West Sussex County Council to ask for appropriate resources to help the Councils tackle the problem of Air Quality. Has this letter been actioned and what reply has been received? *Mr Hodgson was told that the letter was sent on the 21 March and that he would be kept apprised of developments concerning a reply from West Sussex county council*

Mr Geoff Hodgson asked the following question:

Item 9 report by Director of Communities states that the new Director of Public Health for West Sussex has asked for a West Sussex Air Quality Strategy to be developed. What is the current position with this strategy and how is it influencing the revision and likely publication date of the Adur District Air Quality Action Plan? *Mr Hodgson was told that the West Sussex Air Quality Strategy is in its first rough draft and we are awaiting its revision following comments from all West Sussex Authorities. At present it does not contain sufficient detail to influence our Adur Action Plan Strategy, however as it develops it will be considered. On the subject of the Adur Action Plan, we are presently seeking expertise to carry out 'source apportionment' work - this is work that looks at the traffic mix on the High Street and assigns emissions to the various vehicle types (e.g. HGV's, Buses, Cars). This information is then used to ensure our actions are focused on the most polluting vehicles, thereby having the biggest impact on emission reduction.*

Ms Margaret Harris asked the following question

Ms Harris had a question about 'Platforms for our Places - Our Social Economies. The challenge listed as securing sufficient temporary accommodation continues to be a significant challenge which may be exacerbated by the implementation of the homelessness reduction act from April. Why is this item listed as a potential risk (Amber) rather than an at risk (Red). If it is a significant challenge why is it not listed as red. *The Chairman advised that as the question had not been given in advance of the meeting he could not answer the question but he would undertake to get a response to the resident within 3 days, however an answer may be supplied during*

the discussion of Platforms for our Places later in the Agenda A supplementary question was asked In relation to 'Our Social Economies it said that in the last six months a number of things had been agreed under housing strategy including a co-designed and widely owned community homelessness strategy. The resident asked however why in that case had she received an email in March that said 'We do not have a new homelessness strategy we are currently working on one'. How accurate is the information relating to the homelessness strategy. *The Chairman stated that again that he did not have the information to answer the question and encouraged the resident to submit questions two days in advance of the meeting in future. He also told the resident that he would undertake to get a response to the resident within 3 days, however an answer may be supplied during the discussion of Platforms for our Places later in the Agenda.*

Ms Gillian Guest asked a question:

I learn from the minutes that the working group on Public consultation met on the 27 February and would conclude in a timely manner. Can you update me on what progress has been made and when will you be reporting? *The Chairman of the Working Group told the meeting that a comprehensive review was taking place that took into account comments raised at a previous meeting concerning time frames. These would be factored in and the Working Group would endeavour to meet the timeframes suggested.* The resident asked if the time frame would take into account the consultation of council tax support that was due to take part in the summer. *The Chair of the Working Group confirmed that this would be the case.*

Mr Sam Baeza asked a question

Planning had been agreed for temporary parking site to be put on the site of the old multi-story car park in Teville Gate for twelve months. Did that mean that the promise of a Planning Application this year not happening? *The Executive Member for Regeneration told the meeting that an application for a temporary car park on the footprint of the old car park had been made. The old Car Park had been brought down, in part, to save maintenance costs. By putting in the application parking would be enabled there in the short term which is why the application was for twelve months, this car park would provide income revenue for the Council to offset losses from the previous multi-story car park. There was no correlation between the application for a car temporary car park and a planning application for Teville Gate. the Council was working with the developer to encourage the work they were doing in the hope that the application would be brought forward. There had been no promise by the Council that bringing forward the demolition of the multi-story car park would bring forward the application.* The resident asked if the development was happening or are we hoping it might happen? *The Executive*

Member stated that the authority was working with the developer and hoping that an application would be brought forward as soon as practicable. It was private land, the Council could not mandate the developer to bring a planning application forward but the Council could work with them to encourage them and hope that they could do that as speedily as possible. The Council was saving money by bringing the multi-story car park down and the council had never made the correlation that one would directly achieve the other.

JOSC/17-18/61 Items Raised Under Urgency Provisions

There were no urgent items.

JOSC/17-18/62 Consideration of any matter referred to the Committee in relation to a call-in of a decision

There were no items.

JOSC/17-18/63 Interview with the Leaders

Before the Committee was a report by the Director for Communities, a copy of which was sent to all Members, a copy of which was attached to the signed copy of these minutes as item 7.

The Leaders of Adur and Worthing Councils were present to answer questions from the Committee

A Councillor asked the following question of the Worthing Leader:

Can the Leader confirm what scrutiny arrangements are in place for the 'City Deal' and does this include non-executive Councillors from each Council? The Leader told Members that a member authority had the power to call in decisions of the board and that there were arrangements for Scrutiny Members to Scrutinise the work of the Board. The Board was a transparent body and could be attended: reports, minutes and recordings of meetings were were available for people to see.

A Councillor asked the following question of the Worthing Leader:

Now that the Communications team has been strengthened can the Leader advise when a full 'Communications Strategy' will be in place and will this include taking overall responsibility for all Council consultations? The Leader told Members that there was an overall strategy 'Platforms for our places which included a number of commitments designated to the head of communications. The Leader told

members that he did not support having a large number of strategies beyond 'Platforms for our Places'. He told the Committee that there had been an improvement in the output of the communications from the Councils. The output had received a lot of take-up from the media. He noted that the Scrutiny committee was doing a review of the Councils' consultation processes and looked forward to seeing the outcomes.

A Member asked the following question 'Can the Worthing Leader advise when the 'Residents Panel' last met and are the minutes of the meetings published on our web-site?' *The Worthing Leader told the Committee that the residents panel had concluded some time ago*

A Member asked the following question: When was the last time the Leaders wrote to central Government re funding levels for our Councils? What was the response? *The Adur Leader told the Committee that the Councils regularly responded to government consultations. The Councils also participated in the District Council network who responded to the government collectively. The Adur Leader recounted an instance when he wrote to the government concerning the new homes bonus, as a result of that letter a meeting was arranged with the relevant minister. The Worthing Leader told members of the lobbying done on behalf of the Councils*

A Member asked the following question: Considering the mess that Brighton and Hove seem to be in, is belonging to something like the Greater Brighton Economic Board a good policy and strategic vision? *Members were told that the name of the board was not indicative of the way the board controlled and that it was a geographically diverse area. The Adur Leader told the Members of the benefits of being part of the city deal including receipt of funds to move forward projects for the Adur Tidal Walls, potential contribution to the New Monks Farm development and the demolition of the Adur Civic Centre. Association with the partnership had led to interest of new digital businesses coming to area.*

A Member asked the following question: How would the Worthing Leader consider the last year has been for his vision and strategy for the Council? *The Leader told the Committee that it had been a fantastic year for Worthing and a fantastic year for Worthing Borough Council. There had been some accomplishments that the Council should be proud of. Members were told of successes in relation to Teville Gate, Union Place, ultra fast broadband, record numbers attending theatres and museums, the approach to tourism had been updated. In relation to the social economies, work on housing and health had been moving forward including the beginning of a consultation on the creation of a Health Hub located in the staff car park. Investment had been made in emergency accommodation and the council had been successful in getting more housing built. With regards to 'our natural*

resources' there had been work to improve parks including some great work linked to the 50th anniversary of Highdown. The Leader told Members that he reminded officers that it was the councils' responsibility to provide good quality public services and that at a time when other councils were struggling to collect waste residents of Adur and Worthing could rely on getting their bins emptied every week. The Councils were working with their Communities and amongst other things had recently joined the Brighton Mainline alliance.

The Leader of Worthing was asked the following question: What would the Leader consider to be his vision for the Council for the next year? *The Leader told Members that it would be to carry on following the path currently being followed and delivering on the exciting projects taking place in Worthing*

A Member asked the Worthing Leader where he saw Worthing Theatres provision in five to ten years time. *The Leader told the committee that he was supportive of the work done by the theatres including an excellent programme. The Leader told Members that he took a pragmatic approach concerning the number of venues and that two of the venues in particular did some wonderful things for the town. The Leader was open to discussions about the Assembly Hall. In terms of the budget moving forward there would be need to sell more tickets and work imaginatively on other parts of the budget.*

A Member asked the following question: The A27 has been a bone of contention for many years and representations had been made concerning the unsuitability of improvement proposals, could the Leaders provide an update on the current situation? *The Worthing Leader told the Committee that he was on the steering Committee along with other members and organisations. The commitment to spend money on it was welcome, however, the planned proposals did not make sense. There had been no formal response to the consultation but this would likely take place after the elections. The Committee was told that it was inevitable that what had been proposed would not go ahead and further work would need to be undertaken on making the project a meaningful use of public money. The Adur Leader told Members that the Adur response had been robust in response to the proposals for Adur especially considering the amount of investment proposed for Arundel.*

A Member from the Gallery asked where the Leaders thought the priorities should be as part of a transport strategy. *The Leader stated that it very much depended on the level of resource that was available to spend although train links to London, the A27 and equally how we integrate cyclists more, he would not particularly prioritise one over the other.*

Resolved: that the interviews be noted

JOSC/17-18/64 Delivering *Platforms for our Places*: Progress Report June - December 2017

Before the Committee was a report by the Director for Communities, a copy of which was sent to all Members, a copy of which was attached to the signed copy of these minutes as item 8. Attached to the report before Members was a copy of the report by the Chief Executive which was presented to the Joint Strategic Committee on 9 January 2018 which provided a short overview of progress against a range of commitments set out in *Platforms for our Places* over the second six months of the programme June to December 2017. The Joint Overview and Scrutiny Committee (JOSC) was asked to consider and question the Chief Executive and Executive Members on the progress in delivering the activities in *Platforms for our Places*.

The Chief Executive introduced the report to the Committee and went through progress

A Member asked the following question: Can the Worthing Executive Member for Customer Services advise of the cost of the recent theatres report by Consultants Blue Sail? *The Executive Member told the Committee that the original report cost £1950 with an additional fee of £325 to have the report updated in 2018. The council needed to have the most up to date data to assist the ongoing review of theatres. Blue Sail first completed an Economic Impact Study for Worthing Theatres in 2014 commissioned by the then Director for the Economy to support Culture's external funding bids and give Councillors and Officers a clear picture of the impact of theatres on our local economy. This document was updated in 2018 working to the same brief so we could easily monitor the improvements. The Executive Member was asked why local business had not been consulted as part of the study and was told that an answer to the question would be circulated at a later date.*

A Member asked the following question: Can the Worthing Executive Member for Customer Services confirm when Council tax payers can expect to no longer be burdened with a £1.5m Bill to preserve our cultural offer in the town? *The Executive Member told the Committee that she disagreed that the budget for Worthing theatres was distinctly different from other departments. In line with all departments In line with all departments the 2017/18 budget book total for Culture is made up of five key elements: the contribution to Council support costs (£555,440); the maintenance of the five, primarily heritage, buildings (£146,590, which was increased from last year's budget); Depreciation (£326,870); rates (£95,040) & insurance (£88,720) and the direct cost of running theatres & museum. The first four elements would continue with minimal reductions whilst the buildings were owned by the Council. The direct cost of running the theatre venues has reduced dramatically over the last four years and now stands a £394,000. The quality*

cultural offer has an economic and social impact on our community, increasing civic pride and contributing to the Council's successful efforts to make Worthing a better place to live and work. Getting rid of the cultural offer in worthing had a wider impact on the town than the budget cost. A Member asked the Executive Member if the theatres were best ran by the council or other community groups. The Executive Member told the committee that there was currently a review of theatres taking place which would be reported back through the appropriate channels when complete.

A Member asked the following question: Can the Adur Executive member for the Environment give some examples of Business & Community projects that will be introduced following receipt of the £10,000 grant? *The committee was told that The Adur Coastal Communities Team grant is already in use through the Adur Coastal Community Team which is well established and working through the recommendations of the Adur Cultural Economic Plan. To date the grant has been used to promote cultural funding surgeries and ACE & Community Works presentations. Projects are taken on a project by project bases and those currently being considered are: Adur retail workshops; Shorefest - a performance festival for young people; and improved signage to the A259. Adur CCT is made up of local retail associations, cultural venues, community groups, the Chamber of Commerce and council officers and members. Decisions on project funding allocation is take across the Coastal Community Team. The Chief Executive told members that Worthing also was in receipt of the money, some of which was going to Colnade House.*

A Member asked the following question: Can the Worthing Executive Members for Environment and Regeneration confirm when an overall car parking strategy will be published to take account of all the regeneration schemes? *The Executive Member for Regeneration told the committee that parking needed to be considered in a wider transport context. Regarding parking there was an ongoing studies being carried out such as a Worthing Town Centre Assessment of Capacity and Future Demand, and a road space audit. The Executive Member for the environment told members that a small study had been undertaken concerning car-parking however it had been determined that a more detailed survey needed to be undertaken as the study was in deep detail a date for completion could not be provided. A Member noted that West Sussex proposed to increase on-street parking charges and asked if the Executive Member was consulted as part of those proposals and whether they would be lobbying the County Council to ensure a 'fair deal' for the Borough? The Executive Member told the committee that the Councils welcomed people using its multi story car parks. The Council had been consulted with concerning West Sussex county Council Plans but reiterated that the Council welcomed people using their multi-story car parks.*

A Member asked the following question: Can the Worthing Executive Member for Wellbeing share some examples from the social prescribing project and does the Executive Member envisage this will provide a financial saving for the Council? *The Executive Member expressed surprise that the question seemed to assert that the Councils only did things in order to save money. Members were told that Going Local was a two-year social prescribing project hosted by Adur and Worthing Councils. It began in November 2016 and was funded by Adur and Worthing Councils, Coastal West Sussex Clinical Commissioning Group and West Sussex County Council. In 16 months, 774 people have been referred to the project, initial response had been that the programme was having some effect. The project targeted people with underlying issues that were causing them to frequently visit their GP's who knew that the solution to their problems did not lie in a GP's surgery. The social prescriber could spend time with the client to get to the bottom of their problem and seek the relevant solutions. Some more typical problems were Money/Debt problems, social isolation and housing. The Scheme helped the NHS through reduced GP visits and it could have longer term financial benefits to other services (such as homelessness prevention)*

A Member asked the following question: Is the Worthing Executive Member for Customer Services confident that the Council has adequate resources to support families disadvantaged by the roll out of Universal Credit? *The Executive Member said that yes it was and that she was impressed by the amount of work that had been undertaken by officers. She set out a precis of some of the changes that had been made to the scheme nationally.*

A Member asked the following question: Back in 2014 the Council committed to providing a dedicated area of Durrington Cemetery for our Italian Community, can the Worthing Executive Member for Environment provide an update on how this is progressing? *The Executive Member told the Committee that the matter was complicated however there will be provision in a new burial area for sections including lawned graves, traditional graves where traditionally the Italian community bury their loved ones, an extension to the children's burial area, a new area for the local Muslim community, as well as memorialisation options being available throughout the scheme.*

A Member asked the following question of the Chief Executive: What specific skills and capacity has your secondment to the NHS brought to the residents of Adur and Worthing? *The Chief Executive told members that he was seconded to Coastal West Sussex CCG. He told Members his role was that of Director of Innovation of Community Infrastructure and the role was relevant to Adur and Worthing. He was looking at estates from which health services are currently delivered, the use of digital applications in health care and keeping people healthy. In particular the role*

looked at coastal care which looked at the question how we increasingly integrate elements of health care, social care, some of our wellbeing services in a way that wasn't chronically expensive and full of friction as our current systems are. In particular issues around nursing care and the scale of aging populations. The Chief Executive was looking at Coastal West Sussex as a whole but also with an Adur and Worthing eye as well. There were opportunities in that area and referenced the consultation on the potential for a new integrated health hub to be situated on the staff car park.

A Member asked the following question: Do you hold regular reviews of staff morale within the Councils? *The Chief Executive explained that this took place and that he believed it was the duty of all leaders to listen and hear. Members were told about the 'Let's talk' programme and given a precis of the outcome of that activity. Members were told about changes to the way annual appraisals changed where the impact of work upon the individual was looked at as well as the impact of the individual on work. There was a further discussion on the relationship between Members and Officers*

A Member asked the following question: The 2018/19 budget includes extra funding for the Communications Department to the tune of just over £43k. I am told this is to allow the appointment of a Deputy Head of Communications. Has this post been confirmed yet? If so, please outline the recruitment process that's been followed including details of when and where it was advertised and to whom. *Members were told that the budget had been increased to build capacity and resilience in the team. The new structure involved a new deputy head of communications as well as a new apprentice from Northbrook College. The newly appointed deputy who was appointed internally was of high quality and had been a very close second when interviews for the head of communications had happened the year before. The Chief Executive answered further questions about the process by which the posts was filled.*

A Member asked the following question to the Chief Executive: Does the Communications Department give an undertaking to respond within journalists' deadlines. Is there a policy to answer within a certain number of hours/days? *Members were told that there wasn't a set time although there was no reason to delay and people would move to try and respond as soon as possible. The vast majority were responded to on the same day, if not then on the same morning or afternoon.*

A Member asked the following question: How many press enquiries are not answered and end up as FOI requests? Why are journalists having to resort to issuing FOIs which just wastes everybody's time? If the information is publicly

accessible and has to be issued under FOI legislation, why isn't it provided in the first place? *Members were told that this was an impossible question to answer. FOI's were used in different ways by journalists, some were from investigative journalists and a number generally from national newspapers that had been sent out on mass to all authorities in the country in order to fish for a story, in most of these cases the information was in the public domain. In answering a further question the Chief Executive told a questioning Member that he would get back to them on the monitoring of responses to press enquiries*

A Member asked the following question of the Chief Executive: Since the progress report was written in January has there been any changes regarding the Stagecoach site redevelopment? *The Chief Executive told Members that the site in question was a complicated situation and that there was not as yet a definitive way forward of overcoming some of the barriers. The Council had been looking hard with Stagecoach at the potential of moving to Decoy Farm and recently a team had been commissioned to look at the viability of that site although there were also ongoing investigations for other solutions.*

A Member asked since the previous update if there were any other commitments that had dropped into the red and were at risk *The Chief Executive told the committee that a full report would be published in the summer although he was not aware of any todate.*

A Member asked that as the councils approach the halfway stage of Platforms for our Places was the Chief Executive satisfied with progress so far? *The Chief Executive told the Committee that Platforms was an ambitious agenda given the resources of the two councils and other factors the Chief Executive was satisfied with progress.*

A Member asked about the development of elected councillors and the provision of training in the past and the future. *The Committee discussed training that had been provided recently and the design for the induction programme for 2018/19.*

Resolved: that the report and interview be noted

**JOSC/17-18/65 Joint Overview and Scrutiny Committee Work Programme
2018/19**

Before the Committee was a report by the Director for Communities, a copy of which had been circulated to all Members, a copy of which is attached to a signed copy of these minutes as item 9.

The Policy Officer introduced the report to the Committee and updated Members on the matters for consideration including the addition on matters pertaining to Crime and Disorder and an update from the West Sussex Health and Adult Social Care Committee.

A request to carry out a review of the effectiveness of parking and road traffic enforcement policy was agreed. The Committee agreed to a briefing report being brought forward concerning the issue in 2018/19

A request to carry out a review on Primary and Secondary Health Care arrangements was refused on the basis that the work was being undertaken already by the West Sussex Health and Adult Social Care Committee (HASC) . It was noted that the committee had planned to invite the chair of HASC to attend the committee in 2018/19

A request to carry out a review of the transport strategy for Adur and Worthing was accepted and added to the work programme. It was agreed that a working group be set up consisting of Councillors Kevin Borham, Steve Waight, Les Alden and Bob Smytherman

Resolved: that the work programme for 2018/19 be endorsed and recommended for approval at Full Councils

The meeting was declared closed by the Chairman at 9.10pm it having commenced at 6.30pm.

Chairman