



Paper: Surf's Up: A 2-Year Programme To Deliver The Catching The Wave Ambition

Where Catching The Wave set the strategic direction for Adur and Worthing Councils, Surf's Up is the tactical follow-up, setting out a series of around 40 core commitments to guide the Councils' work for the next two years.

These commitments – the prioritised outcomes which the Councils will tackle – establish the authorities as 'Civic Social Entrepreneurs' – at times leaders of communities and places, and at others as facilitators of action and delivery.

Surf's Up is therefore a roadmap to lead the Councils through the next two years, delivering projects which will have a significant, lasting and positive benefit to the communities of Adur and Worthing.

Paper: Outline 5-Year Forecast And Savings Proposals

Financing in local government continues to be challenging, with increasing calls on the public purse and reductions in funding from Central Government.

However, Adur and Worthing Councils are currently in a sound budget position. Careful fiscal monitoring, combined with service efficiencies, cost reductions and smarter ways of working are likely to leave both Councils in a position to freeze Council Tax, should they so choose. The decision on any potential Council Tax freeze would be taken in February 2015 at each Council's Full Council Meeting, so the JSC is asked to note this report and the work which has been carried out to date.

Paper: Capital Investment Programme 2015/2016 – 2016/17

This paper sets out a range of capital investment items which will be required over the next three years to maintain the high standards of place and space set by the Councils. Items contained within the paper include rolling maintenance and enhancement programmes to Council buildings and services, as well as improvements across the Adur Homes properties.

Paper: Getting In Shape : Organisational Changes 2015

In order to deliver on the ambitions of Catching The Wave and delivery commitments set out in Surf's Up, the Councils have undertaken a consultation with staff on the future shape of the organisation, its structure and management arrangements.

Getting In Shape is the outcome of that consultation, identifying a leaner, less top-heavy structure to help the Councils evolve to better meet customer need, grouping services and departments together in ways which release synergies and remove duplication. It is designed to enhance the leadership vision of the Councils, and direct the organisations' energies most effectively in the coming years.

If approved, the net outcome from this consultation will be a reduction of 'third tier' management posts from 34 to 17 – this will create an immediate saving of £100,000 in salary costs, which will repay the costs of any redundancies required in under 5 years even at the 'worst case' estimate of £480,000.

Paper: Investing in new technology : The Springboard to Excellent Customer Experience and Business Efficiency

Improving the Councils' IT systems isn't just about better processing of information, it's about putting customers and the customers' experience of dealing with the Councils at the very heart of the business.

This paper sets out an ambitious 3-5 year 'roadmap' to guide the way that the Councils will overhaul their IT infrastructure, moving some of it into 'the cloud' (by using appropriate online technologies) and developing more ways for citizens to access information in the best ways for them, at times and in places which suit them best.

The 'roadmap' contains three stages – the discovery stage (what are the issues, what do our customers need), the blueprint stage (what tools exist to do what needs to be done) and the development stage (building the systems to support the Councils' goals). The first two stages are now complete, and the Committee will be asked to approve the next phases of the works which will see the Councils rapidly start to make real financial savings and productivity gains.

Paper: 2015-16 Council Tax Support Scheme

The Council Tax Support Scheme (CTSU) has been run in Adur and Worthing for the past two years since the abolition of the national Council Tax Benefit scheme. In essence, the CTSU represents a reduction in Council Tax for eligible working age residents, helping to ensure that they can afford to work, pay bills and avoid debt.

Following a public consultation (the full results of which will be available at the JSC meeting), Members will consider two options:

Option 1 – maintain the 'status quo' to mirror the national 'default' scheme run by other authorities
Option 2 – to have all households paying a minimum of £5 per week.

Option 2 represents some financial savings to the Councils (£90,000 to Adur and £117,000 to Worthing), however there is a risk – as set out in information provided by the Citizens' Advice Bureau – that this £5 per week charge can increase financial stress on some households. If this is the case, then the Councils may see debt recovery costs increase where households are unable to pay the £5/week minimum and, in extreme cases, have increased issues around homelessness.

The Committee will weigh up the relative benefits of each option before recommending its preference to the meeting of each Full Council later in the month.

Paper: Rethinking Parks: A Framework For The Future Provision Of Open Space, Sport And Recreation Facilities In Adur And Worthing

In this review of open space, the Councils are seeking to fundamentally transform the management of our common parks and open spaces, developing an innovative, sustainable model to share that management with local residents where appropriate, and directly contributing to the health and wellbeing of our communities.

This open spaces review seeks to balance the needs posed by growing communities (housing, business, infrastructure) with the needs posed by the individuals of those communities (places to play and to relax), and using the resources which the District and Borough have to best effect. The review also acts as an important document to support the Local Plans of Adur and Worthing.

Bowling green provision has come under the spotlight recently, and this report includes many suggestions, amendments and activities the local bowlers (and their clubs) have developed to improve running costs and keep greens open.

Paper: Tackling the Community Impact of Gypsy and Traveller Unauthorised Encampments in Adur and Worthing

2014 saw a large number of Gypsy and Traveller Unauthorised Encampments appearing across Adur and Worthing at a combined cost to the Councils of over £46,000 (not including the recent encampments in Shoreham).

The authorities have worked closely with Sussex Police to direct the Travellers to leave sites where appropriate. A Gypsy and Traveller Transit Site will open in April 2015 at Westhampnett, Chichester, and the Councils have already invested in the site's development and its future running costs. The availability of the Transit Site will give Sussex Police additional powers to direct Travellers to leave the District and Borough, failure to follow this direction or to return to the District or Borough within three months is a criminal offence. All of the Councils in West Sussex and Sussex Police are developing a multi-agency approach to dealing with the impact of unauthorised encampments using a model developed in East Sussex that has proved to be successful.

Paper: Proposal for a shared legal service – proceeding to develop a full business case

This paper proposes an innovative new way for the Councils to benefit from high quality legal services – by establishing a new company in partnership with Aylesbury Vale District Council and iESE which could not only serve the Councils' needs, but also provide commercial legal services for other public bodies.

This innovative approach is set out in the committee paper which, if Members agree, will be the precursor to a full business case being presented in February 2015.

Paper: Building Engagement Through Vibrant Communications : A Communications Strategy For Adur And Worthing Councils

Providing an excellent communications function is at the heart of delivering outstanding customer service – and this suite of papers aims to provide the broad framework to do just that.

The three year Communications Strategy sets out the overall direction that the Councils' PR, marketing and corporate communications functions will take, developing an overall framework to increase vibrancy, improve efficiency and connect more deeply with customers throughout Adur and Worthing – and beyond. This is supported by a refreshed Social Media Strategy (which will improve connection between Officers and the public) and new Visual Identity Guidelines governing the use of the Councils' logos and helping our customers more easily recognise Council initiatives.

Paper: National Network Of Strategic Regional Coastal Monitoring Programme (2017 To 2022)

Monitoring our coastline for changes is an important part of defending ourselves against flooding. The model developed in Adur and Worthing is the result of partnership working stretching back over a decade between the Environment Agency, Adur and Worthing Councils and led by New Forest District Council. It is, in fact, view as an example of best practice in coastal monitoring and has resulted in several recent high profile projects including unlocking £3million of grant assistance to protect Kingston and Southwick Beaches.



Members will be asked to consider continuing the Councils' support for the national flood defence scheme.

Paper: WSCC Tender For The Provision Of Telecare Services Across West Sussex: A Service And Business Development Opportunity

Telecare systems are designed to help vulnerable individuals live independently for longer through providing in-home alarms connected to the emergency services or control centres. This paper sets out a proposal for a bid to West Sussex County Council for the provision of the Telecare service by a joint group of local authority members, of which Worthing Borough Council is one, led by Chichester District Council (CDC) for a trial period of two years.

Should this proposal be successful and the service contract granted to CDC, then Members will be asked to approve both Adur District and Worthing Borough Councils taking part in the trial scheme.