

**Minutes of a Meeting of the Joint Strategic Committee of
Adur District and Worthing Borough Councils**

Gordon Room, Town Hall, Worthing

Tuesday 11 July 2017

Councillor Daniel Humphreys (Chairman)

Adur District Council:

Councillor Neil Parkin
Councillor Angus Dunn
Councillor Brian Boggis
Councillor Emma Evans
Councillor Carson Albury
Councillor David Simmons

Worthing Borough Council:

Councillor Kevin Jenkins
Councillor Diane Guest
Councillor Heather Mercer
Councillor Mark Nolan
Councillor Val Turner

*Absent

Other Members Present

Councillors Les Alden (ADC), Keith Bickers (WBC), Louise Murphy (WBC) & Paul Westover (WBC)

JSC/011/17-18 Declarations of Interest

Councillor Mark Nolan declared a personal interest in Item 7 as an employee of Southern Water.

JSC/012/17-18 Minutes

Resolved that the minutes from the Joint Strategic Committee meeting held on 6 June, be approved as an accurate record and signed by the Chairman.

JSC/013/17-18 Public Question Time

There were no questions from members of the public.

JSC/014/17-18 Items Raised Under Urgency Provisions

There were no items raised under urgency provisions.

JSC/015/17-18 Delivering *Platforms for our Places*: Mid-Year Report 2017

Before the Committee was a report by the Chief Executive and the Council Leadership Team, 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 5.

The report provided a short overview of progress against a range of commitments set out in *Platforms for our Places* over the first six months of the programme. It introduced the new commitment progress tracker which enabled the Joint Strategic Committee to have top level oversight over progress against all five Platforms.

Given their number, the progress of all commitments had not been set out in the report or the Progress Report at Appendix A. It was noted that each Executive Member had been made aware of the detailed progress of commitments relevant to their portfolio.

A Member sought both clarification and assurance regarding the allocation of LGF funding secured through successful bids to the Coast to Capital Local Enterprise Partnership (LEP). Officers advised that the partnership was very interested in what was happening in Adur and Worthing and that the allocation of funding was secure as long as the Councils produced a really solid business case around how the money would be spent. Members were informed that there was an element of the hypothetical about the bids as there were no live planning applications at this stage. Officers have been at great pains to say that the Councils need flexibility to adapt to any changing circumstances and have adopted an approach of keeping the LEP regularly updated on progress.

A Member requested an update regarding the disposal of the Aquarena Site. It was noted that Worthing Borough Council was close to signing the land deal and that officers were speaking with the developer to ensure that work commenced on site as soon as possible.

The Committee acknowledged the improved performance of the call centre, noted progress with the digital programme and congratulated officers for their National Award for work on 'Going Local'.

Resolved

That the Joint Strategic Committee:-

- a) noted the progress made and challenges experienced during the first six months of the *Platforms for our Places* programme and the emerging issues identified;
- b) requested that a further update report be brought to the Joint Strategic Committee in January 2018.

Call In:

The call-in deadline for this decision will be 5.00pm on 21 July 2017.

JSC/016/17-18 Revenue Outturn 2016/17

Before the Committee was a report by the Director for Digital & Resources, 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 outlined the revenue financial monitoring position for the end of the 2016/17 financial year for Joint Strategic Committee, Adur District and Worthing Borough Councils.

At the time of publication, the Statement of Accounts were still being audited and it was noted that any changes that emerged from that work would be reported to members later in the year. The Committee were informed that there was one update from the audit work since the report had been published. The auditors had identified that a batch of year end transactions had not processed properly, so the Worthing Outturn was slightly higher than that stated in the report. The final outturn was £13,369,000 and therefore the final underspend was £669,409.

Information was also provided in respect of earmarked reserves for the 2 constituent authorities.

A Member questioned a discrepancy in the Summary of Final Revenue Outturn figures on page 51 of the report, between the original budget, current estimate and outturn figures for the Executive Member for Regeneration. Officers agreed to provide a response following the meeting.

Decision,

That the Joint Strategic Committee:-

- (1) noted the report and outturn positions for the Joint, Adur and Worthing Budgets proposed use of reserves; and
- (2) recommended that Adur District Council, at its Council meeting on 20 July, 2017 and Worthing Borough Council at its Council meeting on 18 July 2017:-
 - (a) noted the overall final outturn for 2016/17;
 - (b) agreed the net carry over of revenue budget to 2017/18 where the original approval for 2016/17 was not utilised which will be funded from the Capacity Issues Reserve, totalling:-

Worthing Borough Council £38,590

- (c) approved the net appropriation to General Fund reserves in the year, totalling:

Adur District Council £80,854

Worthing Borough Council £669,409

(d) agreed the net carry over of revenue budget to 2017/18 funded from reserves:

Adur District Council £8,000

Worthing Borough Council £89,970

(e) approved the consolidation into Adur's Capacity Issues Reserve of the Health & Safety Fund (£32,545) and the New Technology Fund (£22,300) in 2017/18; and

(f) approved a contribution for Adur District Council from the HRA to the Adur Housing New Development and Acquisition Reserve of £306,000.

Call In:

There is no call-in for recommendations to Council.

JSC/017/17-18 Capital and Projects Outturn for 2016/17

Before the Committee was a report by the Director for Digital & Resources, 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 financial monitoring position for the end of the 2016/17 financial year for capital schemes included in the capital programme of the Joint Strategic Committee, Adur and Worthing Councils.

At the time of publication, the Statement of Accounts were still being finalised. Any changes that emerged from that work would be reported to members later in the year.

Information was also provided on the progress of the Digital Programme which formed part of the capital programme.

Decision:

The Joint Strategic Committee:-

- (1) noted the report and outturn position for the Adur and Worthing Capital Budgets.
- (2) recommended that Adur District Council, at its Council meeting on 20 July 2017 and Worthing Borough Council at its Council meeting on 18 July 2017:-
 - (a) noted the overall capital final outturn for 2016/17;
 - (b) agreed the net carry over of General Fund Capital underspends for Adur District Council and for Worthing Borough Council as detailed in the report;

(c) approved the financing of the Capital Investment Programmes, including the use of capital receipts;

(d) noted the use of S106 receipts to fund the 2016/17 Capital Investment Programme, as previously approved.

Call In:

There is no call-in for recommendations to Council.

JSC/018/17-18 Towards a Sustainable Future - Budget Strategy for the 2018/19 Budget

Before the Committee was a report from the Director for Digital & Resources, 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 8.

The report set out how the Councils would continue to address the changing financial climate over the next 10 years, outlining the revenue forecast and setting out the strategic response, creating the conditions to be self-financing by 2020/21. With the detailed budget proposals for 2018/19 coming forward to Joint Strategic Committee in December, the report set out the broader context for the detailed work that would be undertaken over the intervening months.

The Committee was informed that the Councils would be increasingly reliant on council tax income, business rate income, and income generating services. Adur and Worthing Councils' new strategy, 'Platforms for our Places', sets out how we can play an even greater role in helping to shape the future of our places.

Officers advised the Committee that in the face of a rapid reduction in revenue support grant, Adur and Worthing Councils were pursuing 3 strategic approaches:-

- maintain / increase commercial income;
- invest in property; and
- deliver digital transformation and back office savings.

It was acknowledged that the Councils had some pressures in respect of Emergency Housing provision and some income lines, however, the strategy aimed to deliver independence from central government by 2020/21.

The Adur Consultative Forum (ACF) representative challenged the wording in para 8.2, page 137 which stated that the ACF would be consulted regarding any proposed changes to the HRA. It was suggested that such consultation didn't often happen. Officers advised that this issue would be raised with the Head of Housing.

Decision,

The Joint Strategic Committee:-

- (a) noted the report and the outline 5-year forecasts in Appendix 2;
- (b) approved the proposed budget process as set out in section 8 of the report;
- (c) recommended to the Councils to approve the Budget Strategy for 2018/19 outlined in Section 9 of the report.

Call In:

The call-in deadline for decisions (a) and (b) will be 5.00pm on 21 July 2017.

There is no call-in for recommendations to the Councils.

JSC/019/17-18 Investing in Service Delivery - Capital Strategy 2018/19 - 2020/21

Before the Committee was a report by the Director for Digital & Resources, 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 9.

The report sought the approval of the Council's Capital Strategy for 2018/21. The Strategy outlined the Council's approach to capital investment and how the Council ensured that capital investment was directed to the Council's Priorities. It also set out the basis for prioritisation of capital bids included in the 3 Year Capital Investment Programme and the monitoring of the programme.

The report proposed a move to 2 year budgeting which it was anticipated would provide better budget profiles for the Councils and would reduce the size of carry forwards requested in the future. An increase in the Strategic Property Investment Fund was also proposed as it was a key platform in the revenue budget and the Committee was asked to recommend the setting aside of resources for known strategic initiatives such as investment in digital capability and the replacement of the vehicle fleet.

Decision,

That the Joint Strategic Committee recommended to the Councils that the Capital Strategy 2018/21 be approved.

Call In:

There is no call-in for recommendations to the Councils.

JSC/020/17-18 Building the Councils' Investment Portfolios: An update and future direction for Strategic Investment

Before the Committee was a report by the Director for the Economy, 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 10.

The purpose of the report was to provide Members with a progress report on the use of the Strategic Property Investment Fund and the associated financial, economic and social benefits.

Consideration was given to the opportunities presented by further judicious investment in commercial property and the rationale for extending the borrowing ceiling by a further £15m per authority from 2017/18.

A Member sought assurance that spending and future values of properties purchased would be reviewed. Officers advised that an Asset Portfolio Manager had been appointed to undertake this work.

Decision,

That the Joint Strategic Committee:-

- (a) noted the success of the Strategic Property Fund to date, and the above target income stream secured for 2017/18;
- (b) recommended to each Council to approve an additional allocation of £15m to the Strategic Property Investment Fund from 2017/18.

Call In:

There is no call-in for recommendations to the Councils.

JSC/021/17-18 Developing New Affordable homes for Adur Residents - Additional contribution to Worthing Homes

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 11.

There was an acute need for new affordable housing in Adur District. Adur District Council had Right to Buy (RTB) capital receipts that could be used to support the development of new affordable housing.

The report recommended the Council used a further £379,602 of those receipts to support the development of new homes on the Southlands hospital site in partnership with

Worthing Homes. The Council would have 100% nomination rights for Adur residents for the properties.

Decision,

That the Joint Strategic Committee recommended to Adur District Council the further release of £379,602 of the retained RTB receipts to enable grant funding to Worthing Homes for the provision of further family homes and amend the current 'Affordable Housing Grant - Worthing Homes' capital budget to £753,430.

Call In:

There is no call-in for recommendations to the Councils.

JSC/022/17-18 Enhancing our Recreational Facilities: Refurbishment of Homefield Park Tennis Courts

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 12.

The purpose of the report was to ask the Joint Strategic Committee to reallocate the remaining £200,000 capital funding included in the 2016/17 Capital Investment Programme for Homefield Park to refurbish the existing 6 tennis courts at Homefield Park.

The proposal was a change from the original planned scheme of converting 4 of the 6 tennis courts at the park into a Multi Use Games Area (MUGA), for which capital funding had originally been allocated.

The Committee was also requested to approve the allocation of a further £50,000, of available 2017/18 capital underspend, to the project as the cost to refurbish all 6 tennis courts had been estimated at £250,000, including professional fees.

The Leader of Adur District Council requested that officers investigate the possibility of acquiring funding from the Lawn Tennis Association for the refurbishment of tennis courts in Southwick.

Decision,

That the Joint Strategic Committee:-

- i) approved the refurbishment of the 6 tennis courts at Homefield Park, using funding from the 2016/17 Capital Investment Programme carried forward to 2017/18;

- ii) agreed to amend the 2017/18 Capital Investment programme to include this revised Scheme.

Call In:

The call-in deadline for this decision will be 5.00pm on 21 July 2017.

JSC/023/17-18 Fulbeck Avenue Development Site

Before the Committee was a report by the Director for the Economy, 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 13.

The report set out a proposed approach to develop new homes on Worthing Borough Council owned land at Fulbeck Avenue, Northbrook for market sale and affordable housing.

The report requested the necessary authority and funding to prepare and submit an outline planning application for the proposed housing.

Decision,

That the Joint Strategic Committee:-

- (i) recommend to Worthing Borough Council that a budget virement of £167,000 be approved;
- (ii) agreed that the Head of Planning and Development, in consultation with the Leader of Worthing Borough Council (with responsibility for Property and Asset Management), be authorised to make the necessary professional consultancy appointments (in accordance with procurement regulations and contract standing orders) to prepare and complete a residential development project, comprising approximately 45 residential units;
- (iii) agreed that the Head of Planning and Development, in consultation with the Leader of Worthing Borough Council (with responsibility for Property and Asset Management), be authorised to make an outline planning application for housing on the site and to enter into any required planning obligations pursuant to any planning permission granted;
- (iv) agreed that following a suitable marketing exercise, the Head of Planning and Development, in consultation with the Leader of Worthing Borough Council (with responsibility for Property and Asset Management), be authorised to agree the sale and transfer terms of the development site.

Call In:

The call-in deadline for decisions (ii), (iii) and (iv) will be 5.00pm on 21 July 2017.

There is no call-in for recommendations to the Councils (i).

JSC/024/17-18 Exclusion of the Press and Public

The Committee was advised that in the opinion of the Proper Officer the press and public should be excluded from the meeting for consideration of the remaining items of business.

Resolved,

'that under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting from the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the paragraph of Part 3 of Schedule 12A to the Act indicated against the item'.

*** At 7.46pm Councillor Simmons left the meeting prior to the consideration of Item 15.*

JSC/025/17-18 Former Customer Housing Arrears - A New Approach

Before the Committee was an exempt report by the Director for Communities, copies of which had been circulated to all Members as Item 15.

The report provided the Joint Strategic Committee with a proposal to secure the repayment of former tenant and / or housing related debts.

It was noted that officers anticipated that the proposals would significantly increase the Councils' rental incomes.

Decision,

That the Joint Strategic Committee:-

- approved the proposed scheme for payment of former customer arrears in Housing; and
- requested an update be brought back to Committee in January 2018.

Call In:

The call-in deadline for this decision will be 5.00pm on 21 July 2017.

JSC/026/17-18 Shoreham Airport Lease

Before the Committee was an exempt report by the Director for the Economy, copies of which had been circulated to all Members as Item 16.

The report concerned the lease of Shoreham Airport, the freehold of which was owned jointly by Worthing Borough Council and Brighton & Hove City Council.

Decision,

That the Joint Strategic Committee approved the recommendations as set out in the report.

Call In:

The call-in deadline for this decision will be 5.00pm on 21 July 2017.

The meeting was declared closed by the Chairman at 8.15pm, having commenced at 6.30pm.

Chairman