

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

Gordon Room, Town Hall, Worthing

Tuesday 5 June 2018

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 Edward Crouch
Councillor Heather Mercer
Councillor Elizabeth Sparkes
Councillor Val Turner

*Absent

Other Members Present

Adur District Council:- Councillor Lavinia O'Connor

Worthing Borough Council:- Councillors Mike Barrett, Rebecca Cooper, Jim Deen, Margaret Howard, Charles James and Louise Murphy

JSC/001/18-19 Declarations of Interest

Councillor Elizabeth Sparkes declared personal interests in items 6 and 8 as a Member of West Sussex County Council (WSSC).

Councillor David Simmons declared a personal interest in item 6 as a Member of WSSC.

Councillor Heather Mercer declared a personal interest in item 6 as an adherent of the Salvation Army.

Councillor Neil Parkin declared a personal interest in item 6 as a Brighton and Hove City Taxi Driver.

JSC/002/18-19 Minutes

Resolved that the minutes from the Joint Strategic Committee meeting held on 10 April 2018, be approved as an accurate record and signed by the Chairmen.

JSC/003/18-19 Public Question Time

The following questions were received from the public:-

1. Mr Morris, an Adur resident, asked the following question:-

We (SHARP - Sheltered Housing Action Review Panel) are having a sheltered housing meeting Tuesday 12 June asking if the Executive Member for Customer Services would be kind enough to ask the Head of Housing to attend that meeting.

The Executive Member for Customer Service replied that the Councils welcomed engagement with residents and would provide help and advice on particular issues whenever possible. Where the Council could support in person the Executive Member and / or a member of the Housing Team would attend when they were able to.

Mr Morris had raised two specific issues for the forthcoming SHARP meeting in on the 12 June, which the Council had addressed previously at their meetings and had also provided a further written response earlier in the week.

Mr Morris asked a supplementary question to which the Executive Member reaffirmed the position that Officers would consider attending meetings on a case by case basis and on a needs basis.

2. Ms O'Neal, an Adur resident, asked the following question:-

Members of the committee will be aware that the lack of local emergency accommodation in Adur and Worthing is causing significant disruption to family life and is having a devastating effect on children's schooling. What plans are in place to resolve this entirely unsatisfactory state of affairs?

The Leader of Worthing Borough Council replied

Adur and Worthing Councils fully understand the challenges faced by families who have become homeless and find themselves in the situation of having to be placed in emergency accommodation, wherever that is located. The challenge locally is driven by the unavailability of suitable accommodation that can be used as emergency accommodation.

The Councils had been addressing this in several different ways such as liaising with landlords and developers, to understand what could be done to reduce their concerns around providing such accommodation (as it is often deemed 'high risk' due to the high level of turnover) and exploring opportunities to purchase accommodation that could be converted to meet these needs.

The Council started working with a new provider in March 2018 and have since secured 24 new units of emergency accommodation locally (8 in Adur and 16 in Worthing).

We currently have 138 households in emergency accommodation. 74 households are accommodated locally (21 in Adur and 56 in Worthing). Most of the remaining households are accommodated in either Brighton and Hove or Arun, with only 7 households out of these areas. We are making every effort to rehouse them within the area as soon as possible.

Ms O'Neal asked the following supplementary question:-

What advice can be given to families, such as the one that has been in touch with their local councillor, who, through no fault of their own, are being evicted and rehoused up to thirty miles away from their children's current school?

The Leader of Worthing Borough Council replied

The key piece of advice that the Councils could give to any household at risk of homelessness was to engage with the Housing Services team as soon as possible. Far too often, we become aware of the issues too late to prevent households from losing their home, and then the options for immediate/emergency accommodation are limited. In all cases, where there may be additional needs within the family, we will liaise with WSCC to ensure appropriate support is provided.

We are also actively working with social housing and private rented sector landlords, colleagues in West Sussex County Council, the Department for Work and Pensions and agencies such as Citizens Advice, in order to spot those at risk of homelessness as soon as possible, so that we can collectively provide the right help and support.

Between January and May 2018, we successfully prevented 220 households from becoming homeless (61 in Adur and 159 in Worthing).

Despite our efforts we will be unable to prevent some households from losing their homes. We are working with private sector landlords to increase the number of affordable accommodation available locally. Given that the demand for social housing significantly exceeds local supply, we do have to advise households to consider renting privately and to be more flexible with the areas they wish to live.

JSC/004/18-19 Items Raised Under Urgency Provisions

There were no items raised under urgency provisions.

JSC/005/18-19 Improving food hygiene standards - proposal to charge a fee when requested to re-assess food hygiene ratings

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 5.

The report asked Members to consider introducing a charge to Food Business Operators who request a re-inspection / re-visit under the Food Hygiene Rating Scheme to re-assess the food hygiene rating of their establishment.

The Committee noted that the proposed charge of £150 was based on the staffing cost of conducting a re-inspection, was comparable with charges levied by other local authorities and would be reviewed annually.

Members welcomed the proposals as it would enable business operators to be more proactive and arrange reinspections more quickly.

Decision:

The Joint Strategic Committee agreed the introduction of a set rate charge of £150 for a request for a re-inspection/ re-visit from a Food Business Operator, effective from 1 July 2018.

Call In:

The call-in deadline for decision will be 5.00pm on 15 June 2018.

JSC/006/18-19 Connecting Community Transport in Adur and Worthing

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 updated Members on the progression of an Officer-led 'Community Transport Review' in Adur and Worthing, provided a brief overview of the project to date, and proposed a different funding model for the Community Transport budget from 1 October 2018 onwards.

A Member questioned whether a move to grant funding would be detrimental to existing customers and sought clarification as to whether Dial a Ride would be able to apply for a grant. Officers advised that the changes proposed would not impact residents as there were a number of travel options available and confirmed that Dial a Ride would be able to apply for a grant.

The Committee was advised that a number of people did not qualify to use existing provision and therefore the Councils were looking to provide a more inclusive service. It was acknowledged that there were a large number of vehicles and operators in the Borough / District and it was suggested that a digital platform would be an ideal solution to link them all up.

Members stated that it was important for services to reach new audiences as well as existing and expressed hope that Dial a Ride would remain part of the future provision.

It was proposed and seconded that Option 1, identified in paragraph 5.3 of the report, be agreed as the appropriate direction of travel.

Decision,

The Joint Strategic Committee:-

1. noted the progress of the Community Transport Review to date and plans to take this forward; and
2. approved Option 1 identified in this report, that the Councils' Community Transport budget is returned to grant funding. This will mean it is available to *any* organisation offering Community Transport in Adur and Worthing, subject to the agreed criteria.

Call In:

The call-in deadline for this decision will be 5.00pm on 15 June 2018.

JSC/007/18-19 Sussex Yacht Club

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 7.

The report updated Members on progress with the project to develop a new flood defence wall to protect Shoreham Town Centre and the A259 from future flooding.

The Committee was informed of the contents of the Heads of Terms that had been agreed with Sussex Yacht Club for the purchase of land and noted the timetable for the project.

Members welcomed the proposals, acknowledging that this would complete the Adur Tidal Wall Scheme and provide much needed walking and cycling provision in the locality.

Decision,

The Joint Strategic Committee

- i) noted the contents of the agreed Heads of Terms attached at Appendix 1; and
- ii) noted the proposed next steps for the project, as set in Section 5.1 of the report.

Call In:

The call-in deadline for this decision will be 5.00pm on 15 June 2018.

*** At 7.20pm Councillor Emma Evans left the meeting prior to consideration of Item 8 in accordance with the Joint Committee Agreement.*

JSC/008/18-19 Providing for Worthing's Cycling Infrastructure needs - Report following Motion on Notice from Worthing Borough Council

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 8.

Councillor Rebecca Cooper attended the meeting and explained the motion to the Committee

The Committee was asked to consider the details of a Motion on Notice, referred from the Worthing Council meeting held on February 2018. The Motion had been proposed and seconded and was attached to the report as Annex A.

Members were asked to consider and determine whether to accept the motion, as submitted by Councillor Cooper, and to identify any future actions arising from that determination.

The report addressed the issues outlined in the Motion and provided options for Members to consider. As the Motion had been referred from Worthing Borough Council, the Committee was asked to clarify whether any decision applied to Worthing Borough Council only or Adur and Worthing Councils.

It was proposed and seconded that Option 1, identified in paragraph 5.1 of the report, be agreed as the appropriate direction of travel.

Resolved,

That the Joint Strategic Committee:-

- 1) considered the Notice of Motion attached to the report at Annex A;
- 2) agreed to continue to support the current activities and emerging partnerships (e.g. with WSCC) to develop a Local Cycling & Walking Infrastructure Plan for Worthing Borough and Adur District Councils.

Call In:

The call-in deadline for this decision will be 5.00pm on 15 June 2018.

The meeting was declared closed by the Chairman at 7.34pm, having commenced at 6.30pm.

Chairman