

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

Gordon Room, Town Hall, Worthing

Tuesday 11 September 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 David Balfe

Worthing Borough Council:- Councillors Keith Bickers, Margaret Howard, Charles James and Louise Murphy

JSC/027/18-19 Declarations of Interest

Councillor Elizabeth Sparkes declared a personal interest in item 10 as an elected Member of West Sussex County Council.

Councillor David Simmons declared personal interests in item 9 as an appointed governor of the Sussex NHS Foundation Trust and in item 10 as an elected Member of West Sussex County Council.

Councillor Daniel Humphreys declared a personal interest in item 6 as a Member of South Downs National Park.

JSC/028/18-19 Minutes

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

JSC/029/18-19 Public Question Time

There were no questions received from the public.

JSC/030/18-19 Items Raised Under Urgency Provisions

There were no items raised under urgency provisions.

JSC/031/18-19 1st Revenue Budget Monitoring 2018/19 (Q1)

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 5.

The report provided the Committee with the latest expenditure and income projections for each Council in the current financial year 2018/19, compared with the Revenue Budget approved by both Councils in February 2018. This showed a small overspend for Adur District Council and an underspend of £189k for Worthing Borough Council.

Whilst the 'spend to date' was the position as at the 30 June 2018, the forecast position reflected the latest information available to ensure an up-to-date forecast was presented.

The Committee were informed that the Strategic Property Investment Programme had performed well and the Councils commercial income generation was generally strong.

A Member sought assurance that the recovery of additional funds for energy recharges of £100k was a one-off. Officers advised that the Councils had contracted out their energy due diligence to a third party, who, when reading the meters at the law courts, had only read 1 of 4 meters which resulted in an undercharge. The Committee were also informed that the service had now been brought back inhouse.

A Member stated that the Building Control and Land Charges Service was not predicted to meet its income budget. The Member sought reassurance that the targets would be reassessed in light of current market trends. Officers advised that the Councils were looking to establish a trading account approach for Building Control Services in particular, so that there was not the false premise of an income target which goes up each year regardless of what was happening in the service. The commercialisation of the service was also being developed through increased marketing.

A Member highlighted that it had been reported that West Sussex County Council (WSSC) would be defunding a large amount of emergency and temporary accommodation agencies from April 2019. He questioned whether Adur and Worthing Councils would be funding these agencies instead and if so, was there any provision being included within the Housing Budgets. The Leader of the Council acknowledged that Housing and Homelessness were the Councils big pressures at the moment and those areas would continue to be supported. He advised that West Sussex County Council had included proposals in their Forward Plan which would be taken through a democratic process. WSSC had not announced cuts at this time. It was noted that both the Leaders of Adur and Worthing Councils had already been involved in meetings with West Sussex County Council regarding this issue and would continue to do so.

Decision:

The Joint Strategic Committee noted the report and projected outturn position for the Joint Strategic Committee, Adur District Council and Worthing Borough Council against the approved revenue budgets and proposed use of reserves as set out in Appendix 1b and 2b.

Call In:

The call-in deadline for this decision will be 5.00pm on 21 September 2018.

**JSC/032/18-19 1st Capital Investment Programme and Projects Monitoring
2018/19**

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 updated the Committee on the progress made with the 2018/19 Capital Investment Programmes for Adur District Council and Worthing Borough Council. The programmes included schemes which supported the delivery of services by the Joint Services Committee.

The Committee were advised that the Adur Homes Programme was making good progress, as outlined on page 26 of the report and the progress of Major Sites had been well received too.

The Digital Programme had been making strong progress overall with the inhouse team delivering at pace and a dedicated report would be brought to committee in November, highlighting a range of work that was underway. It was noted that two external software suppliers, who were delayed in their delivery, were being very carefully contract managed and payments were being withheld.

Planned work at the town hall to address asbestos removal, was proposed to be extended in scope to include fire safety improvements, including compartmentation work and new insulation.

The Committee was also asked to note the requests for the use of funds to improve health & safety equipment for cemeteries and the proposed upgrade of seafront lighting to LEDs.

Members were also advised of an amendment to the wording of recommendation 2.1 (b) v).

A Member sought some background information regarding an external funding bid to the Lawn Tennis Association for the resurfacing of the tennis courts at Field Place. Officers agreed to provide a written response to the question.

Decision,

The Joint Strategic Committee:-

(a) with respect to the Capital Investment Programme of Adur District Council

- i) noted the reprofiling and likely phasing of the Adur District Council capital schemes as advised in paragraphs 7.2.1 and Appendix 3.
- ii) approved the purchase of health and safety equipment for the Council's cemeteries funded from contingency and underspends in the 2018/19 Capital Investment Programme, and the amendment to the 2018/19 Capital Investment Programme to include this scheme as detailed in paragraph 7.1.1 i).
- iii) approved the virement from the Digital Strategy Budget to the Corporate Hardware Budget to create a budget for the purchase of ad hoc I.T. equipment as detailed in paragraph 7.1.1 ii).
- iv) approved the Adur Homes purchase of health and safety equipment and ICT equipment, and the inclusion of this equipment in the Adur Homes Capital Investment Programme as advised in paragraph 7.2.2 i).
- v) approved the virement of £30,000 from the 2018/19 Capital Investment Programme Contingency Budget to the Adur Memorial Recreation Ground Play Area Improvements Budget to fund land contamination issues prior to the play area improvements as advised in paragraph 7.2.2 ii).

(b) with respect to the Capital Investment Programme of Worthing Borough Council

- i) noted the reprofiling and likely phasing of the Worthing Borough Council capital schemes as advised in paragraphs 7.3.1 and Appendix 4.
- ii) approved the purchase of health and safety equipment for the Council's cemeteries funded from underspends in the 2018/19 Capital Investment Programme, and the amendment to the 2018/19 Capital Investment Programme to include this scheme as detailed in paragraph 7.1.1 i).
- iii) approved the virement from the Digital Strategy Budget to the Corporate Hardware Budget to create a budget for the purchase of ad hoc I.T. equipment as detailed in paragraph 7.1.1 ii).
- iv) approved the utilisation of £27,540 from the 2018/19 Capital Investment Programme Contingency Budget to fund the upgrade of the seafront lighting to LED lights as advised in paragraph 7.3.2. i).
- v) noted the plan to apply for a Heritage Lottery Grant Award of £1m and the contribution of £5,000 secured from Southdowns National Park. The 2018/19 and 2020/21 Capital Investment Programmes to be amended with the National Park award and the Heritage Lottery award if successful.
- vi) approved the change in amendments to the 2018/19 and 2019/20 Capital Investment Programmes to bring forward the improvements to the Pennycross

and Northbrook Recreation Ground to 2018/19 and defer the improvements at Palatine Park to 2019/20 as detailed in paragraph 7.3.2 iii).

- vii) noted that the resurfacing of the Field Place tennis courts has been added to the Reserve List as detailed in paragraph 7.3.2 iv).

Call In:

The call-in deadline for these decisions will be 5.00pm on 21 September 2018.

JSC/033/18-19 Annual Treasury Management Report 2017-18 Adur District Council and Worthing Borough Council

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 asked Members to note the Treasury Management performance for Adur and Worthing Councils for 2017/18 as required by regulations issued under the Local Government Act 2003.

As several of the main British banks had split their business into “ring-fenced” and “non ring-fenced” entities, the report asked Members to approve the amendment to the Councils’ specified investments counterparties lists to include only the “ring-fenced” banks for 2018-19 onwards.

Decision,

The Joint Strategic Committee:-

- noted the contents of the report;
- approved the amendment to the Councils’ specified investments counterparties lists to include only the “ring-fenced” entities of those banks which have divided their operations.

Call In:

The call-in deadline for these decisions will be 5.00pm on 21 September 2018.

JSC/034/18-19 Local Government Funding in 2019/20 - Consultation Response

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 8.

The Committee was informed that the Government released a technical consultation on the 24 July 2018 which set out the Government preferred approach on four key issues for the 2019/20 Local Government Finance Settlement:

- i) Multi-year settlement offer;
- ii) New Homes Bonus;
- iii) Council tax referendum principles; and
- iv) Negative Revenue Support Grant 1.2

A proposed response to the consultation document, which was due by the 18 September 2018, was attached to the report as Appendix 1.

In parallel to the consultation, the Government had also announced a further round of business rate pilots for 2019-20. The terms offered for 2019-20 were not as good as those available in 2018-19: pilots would only retain 75% rather than the 100% retained in previous years and there would be no “no detriment” support. Current devolution areas, and possibly London, would continue on their existing terms, which were more favourable than those offered to other English authorities.

Councils wishing to be considered for pilot status in 2019/20 had to submit their bid to DCLG by 25 September 2018. It was likely that there would be a competitive process and not all bids would be successful. Members were reminded that last years bid was unsuccessful. DCLG intended to announce the outcome of the bidding process in December 2018.

A successful bid should generate significant additional revenue of £20m for the West Sussex authorities, and help local government shape the future roll out of fully localised business rates. It was proposed that the Councils participate in a County wide bid to be a pilot area for the business rate retention scheme. The Committee were advised that the timescales for submitting the bid were tight, deadline of the 25 September, therefore a delegation was requested to enable the Councils to participate in the pilot.

Resolved,

That the Joint Strategic Committee

- i) approved the draft consultation response detailed in appendix 1 of the report;
- ii) approved that the Chief Financial Officer can sign the business rate pilot bid on behalf of Adur District Council and Worthing Borough Council in consultation with the Leaders of the Councils.

Call In:

The call-in deadline for this decision will be 5.00pm on 21 September 2018.

JSC/035/18-19 Going Local - a prescription of a different kind

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 9.

The report updated Members on the progress of Going Local, a social prescribing service which had been live in Adur and Worthing since November 2016. The 1,000th person would

soon be referred into the service. The project was a key deliverable in Platforms for our Places as Going Local promoted good physical and mental health of our communities, specifically addressing the wider determinants of health in our localities.

Plans to extend the project, were also covered in the report.

Members acknowledged the huge positive impacts the Going Local Project was making to local residents.

Resolved,

That the Joint Strategic Committee noted and celebrated the impact of Going Local.

Call In:

The call-in deadline for this decision will be 5.00pm on 21 September 2018.

JSC/036/18-19 'Breathing Better' - working together to improve air quality across West Sussex

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 10.

The report provided the Committee with the background and details regarding the county wide joint Air Quality Plan 'Breathing Better'.

The report sought approval from the Committee to formally work together with West Sussex County Council and all Districts and Boroughs across West Sussex, to deliver the ambitions of the plan, with the aims of improving air quality and meeting the Councils objectives as laid out in local plans and our strategic direction of travel - Platforms for our Places.

During discussion of the item, Members acknowledged the importance of the issue and that a joined up approach was required.

Resolved,

That the Joint Strategic Committee

- i) noted the contents of the report whilst agreeing to work in partnership to deliver the 'Breathing Better' West Sussex Air Quality Plan;
- ii) approved the joint working with West Sussex County Council and all Districts and Boroughs across West Sussex to achieve the ambitions of this plan.

Call In:

The call-in deadline for this decision will be 5.00pm on 21 September 2018.

JSC/037/18-19 Chairman's Announcement

The Chairman announced a change to the order of the agenda declaring that *Item 12 - Joint Overview & Scrutiny Committee - Review of Consultations* would be considered as the next item of business.

JSC/038/18-19 Joint Overview & Scrutiny Committee - Review of Consultations

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 12.

The Joint Strategic Committee (JSC) was asked to receive and note the findings and recommendations of the Joint Overview and Scrutiny Committee (JOSC) Working Group on Consultation by the Councils.

These recommendations followed the discussions of a Working Group set up by JOSC. A copy of the Working Group's report was attached as Appendix 1 to this report.

The Committee welcomed the report and thanked the Working Group for the recommendations.

Resolved,

That the Joint Strategic Committee:-

- i) noted the report, findings and recommendations from the Joint Overview and Scrutiny Committee; and
- ii) agreed to receive a report in November 2018 on the issues raised by the Joint Overview and Scrutiny Committee and consideration of the implications for each recommendation contained in the Scrutiny report at Appendix 1 in order for the Executive to provide a formal response to the Joint Overview and Scrutiny Committee.

Call In:

The call-in deadline for this decision will be 5.00pm on 21 September 2018.

JSC/039/18-19 Risk and Opportunity Management Strategy 2018-20

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 11.

The report provided the detail of the updated revised Risk and Opportunity Management Strategy (ROMS) 2018-20 for both Adur and Worthing Councils and sought approval of the strategy.

Resolved,

That the Joint Strategic Committee:-

- i) approved the revised/updated Risk and Opportunity Management Strategy 2018 - 2020 as set out at Appendix A and be adopted from 1 October 2018;
- ii) agreed that an annual summary of risks and opportunities be provided along with the strategy, following the recommendation from Joint Governance Committee.

Call In:

The call-in deadline for this decision will be 5.00pm on 21 September 2018.

The meeting was declared closed by the Chairman at 7.52pm, having commenced at 6.30pm.

Chairman