

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

Gordon Room, Town Hall, Worthing

Tuesday 9 October 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:- Catherine Arnold
Worthing Borough Council:- Charles James

JSC/040/18-19 Declarations of Interest

Councillor Edward Crouch declared a personal interest in item 5 as an employee of Brighton & Hove City Council.

JSC/041/18-19 Minutes

Resolved that the minutes from the Joint Strategic Committee meeting held on 11 September 2018, be approved as an accurate record and signed by the Chairmen.

JSC/042/18-19 Public Question Time

There were no questions received from the public.

JSC/043/18-19 Items Raised Under Urgency Provisions

There were no items raised under urgency provisions.

JSC/044/18-19 Update on the delivery of a Sustainable Procurement Strategy

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 outlined the progress made delivering the Councils' Sustainable Procurement Strategy since the introduction of the strategy a year ago, and looked forward at activities planned for the coming year.

The Committee noted that during 2017, the structure and operational focus of the Councils' procurement function underwent significant change. A team of three permanent members of staff was in place and was managed by an experienced Procurement Manager, reporting to the Chief Financial Officer.

The emphasis of procurement activity had shifted away from a transactional and compliance based approach into a much more strategic and commercially minded focus. The procurement team were working closely with departments towards the adoption of more holistic and a longer term view for the contractual arrangements put in place.

At the heart of these changes was the adoption of the new Sustainable Procurement Strategy last year, to deliver the aspirations in Platforms for our Places, in particular, those that can deliver sustainability and community benefits through the Councils procurement activities.

During this period of change the Procurement team had continued to support and advise departments on their procurement requirements and delivered approximately £200,000 worth of savings during 2017/18.

With the departure of the current Procurement Manager, Officers had considered how to best deliver the service for the future to ensure that the strategic direction was maintained and the councils continued to get best value from its procurement activity. With this in mind, it was proposed that the team would work closely with the Orbis partnership (East Sussex county Council, Surrey County Council and Brighton and Hove City Council), over the next two years, to deliver the Procurement Service.

The Committee was informed that during the coming year, the Procurement Team, with support from colleagues in the Orbis Partnership, would deliver the Year 2 Action Plan of the Sustainable Procurement Strategy, which would include:

- adoption of the Responsible Procurement Charter;
- undertake a commercial skills assessment of staff with procurement or contract management responsibilities and provide appropriate training;
- refining the category management structure with expenditure data from FY17/18 expenditure and the republished Contracts Register;
- support the delivery of key procurement projects, including ones to support emergency housing accommodation, the procurement of an operator for the Worthing Theatres and Museum, regeneration projects, and a number of property maintenance contracts.

A Member asked how many businesses complied with the Responsible Procurement Charter. Officers advised suppliers with contracts over £250k would be expected to sign up and comply with this. In time, all suppliers would be encouraged to sign up.

The Committee challenged how quickly the Councils could advance compliance with the charter by suppliers of smaller contracts. Officers advised that the Councils could look at accelerating the process and would report back on progress.

Decision:

The Joint Strategic Committee:-

- i) approved the Responsible Procurement Charter set out in Appendix B;
- ii) approved the direction of travel in developing a strategic procurement function and delivery of initiatives outlined in this report;
- iii) approved that quarterly update reports were provided to both Executive Members for Resources and a full progress report was provided to the Joint Strategic Committee in 12 months time.

Call In:

The call-in deadline for this decision will be 5.00pm on 19 October 2018.

JSC/045/18-19 Adur District Council - Housing Revenue Account Capital Programme 2019-2022

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 outlined to the Committee, the Capital Investment Programme for three years combined - 2019/20, 2020/21 and 2021/22. It contained information about the planned investment in the housing stock which was owned by Adur District Council and managed under the name of Adur Homes.

Approval was sought for the release of the budget in compliance with Financial Regulations.

The investment allocated in the Housing Revenue Account for 2019/20 was £5,200,000; for 2020/21 it was £5,500,000; and for 2021/22 it was £5,500,000.

A Member questioned how many properties required an installation under the Central Heating Installation Programme, the unit cost per installation and forthcoming programme of works. Offices agreed to provide a written response following the meeting.

Decision,

The Joint Strategic Committee approved the revised Housing Capital Investment Programme for 2019/20, 2020/21 and 2021/22 and the release of these budgets for 2019/20 and 2020/21.

Call In:

The call-in deadline for these decisions will be 5.00pm on 19 October 2018.

*** At 6.50pm Councillors Angus Dunn, Brian Boggis and Emma Evans left the meeting prior to consideration of Items 7 and 8, in accordance with the Joint Committee Agreement.*

JSC/046/18-19 Draft Worthing Local Plan - Proposed Consultation

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.

A new Worthing Local Plan was being prepared to provide the development strategy for the Borough to 2033. The report presented the Draft Worthing Local Plan for consultation.

It explained the background to the development of the Draft Plan; explained the stage that had been reached; summarised the role and objectives of the Plan; set out the key elements of its contents, and highlighted the forthcoming consultation programme. The report also set out steps for progression of the Plan.

The Draft Worthing Local Plan was attached as Appendix 1.

Members highlighted the need to protect open space within built up areas and discussed the methods of doing so. Officers advised that this was covered in CP8 of the draft plan.

The Committee considered the need to balance housing with employment opportunities in the town, currently Worthing was a net exporter of people who left to work elsewhere. The need to consider the Inland Revenue site in Durrington and the land to the west of that site along Martlets Way was also raised. A Member asked Officers to reconsider the line that said 'its accepted that some residential development may be acceptable if this helps to facilitate the delivery'. It was suggested that this line didn't strike the right balance between housing and employment opportunities. Officers informed the Committee that conversations with the landowners on Martlets Way were ongoing and agreed to reconsider the wording identified.

Members also considered the duty to co-operate and the economic activity of residents.

Decision,

The Joint Strategic Committee:-

- noted the Draft Worthing Local Plan and the proposed work programme;
- noted the comments of the Worthing Planning Committee;
- agreed the Draft Worthing Local Plan for consultation purposes and that it be made available for public consultation between 31 October and 12 December;
- delegated authority to Officers to amend the Draft Local Plan prior to consultation to provide additional clarity and correct any minor errors.

Call In:

The call-in deadline for these decisions will be 5.00pm on 19 October 2018.

JSC/047/18-19 Increasing the number of Beach Huts available on Worthing's foreshore

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.

The report outlined a proposal to increase the number of both council owned and privately owned beach huts along Worthing's foreshore, and requested approval to proceed (subject to planning permission being granted).

The proposal was based upon a full review of the Beach Hut offer for Adur and Worthing's residents, which confirmed that there continued to be a significant and increasing level of demand to own or rent a beach hut on Worthing's seafront.

The review also concluded that there were a number of suitable locations to site additional beach huts in Worthing, without affecting the visual appeal or enjoyment of the foreshore.

As indicated, this review also covered Adur's foreshore, however, whilst there was demand, the review did not identify any new/additional locations on the Adur foreshore that would allow for an increase in the number of private beach huts.

Members welcomed the proposals.

Resolved,

That the Joint Strategic Committee

- 2.1. approved an increase in the number of both council owned and privately owned beach huts in Worthing, subject to planning permission being granted;
- 2.2. recommended that Worthing Borough Council approve an increase to the current budget for the purchase and installation of beach huts of £317,140. Funded partially through a capital receipt generated by the sale of pitches (£80,000) and partially funded via prudential borrowing as outlined in paragraph 11.1 as an invest to save initiative;
- 2.3. noted, that should approval be granted, planning permission to site and erect the beach huts at the location(s) proposed would still need to be gained;
- 2.4. delegated authority to the Director of Communities, in consultation with the Executive Member for Regeneration to approve the final procurement and award the contract to install the Council owned beach huts, up to the value contained in the Invest to Save capital bid, to be allocated within the 2018/19 Capital programme year subject to the grant of planning permission.

Call In:

The call-in deadline for this decision will be 5.00pm on 19 October 2018.

The meeting was declared closed by the Chairman at 7.31pm, having commenced at 6.30pm.

Chairman