

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

QEII Room, Shoreham Centre, Shoreham-by-Sea

Tuesday 4 December 2018

Councillor Neil Parkin (Chairman)

Adur District Council:

*Councillor Angus Dunn
Councillor Brian Boggis
*Councillor Emma Evans
Councillor Carson Albury
Councillor David Simmons

Worthing Borough Council:

Councillor Daniel Humphreys
Councillor Kevin Jenkins
Councillor Edward Crouch
Councillor Heather Mercer
Councillor Elizabeth Sparkes
Councillor Val Turner

*Absent

Other Members Present

Adur District Council:- Councillor Les Alden

Worthing Borough Council:- Councillor Louise Murphy and Rebecca Cooper

JSC/062/18-19 Declarations of Interest

Councillor Kevin Jenkins declared a personal interest in Item 10.

JSC/063/18-19 Minutes

Resolved that the minutes from the Joint Strategic Committee meeting held on 6 November 2018, be approved as an accurate record and signed by the Chairman.

JSC/064/18-19 Public Question Time

There were no questions received from the public.

JSC/065/18-19 Items Raised Under Urgency Provisions

There were no items raised under urgency provisions.

**JSC/066/18-19 Financially Sustainable Councils: Budget update 2019/20 - 2023/24
and savings proposals**

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 an overview of the delivery of Adur and Worthing Councils sustainable financial strategy for 2019/20, along with details of the proposals that would help to deliver a balanced budget for the next financial year and beyond.

The report outlined the medium term financial challenge through to 2023/24, setting out performance in the key strategic areas of commercialisation, service and digital transformation and strategic property investment.

Significant service redesign was being undertaken at Adur and Worthing councils which was designed to promote better customer experience and improved business efficiency. Services were being designed to help meet rising demand by improving productivity, such as in housing, or improve the customer experience, as achieved with the new digital services in housing repairs and waste collection. Contained within the report, were specific proposals to increase income, to deliver efficiency, and other savings initiatives for 2019/20. The Committee was asked to support the savings proposals.

The Committee queried which year annual savings would include net income from the new office block being constructed on the Adur Civic Centre site. Officers advised that it was expected that the building would be completed in May 2019 with occupation occurring shortly thereafter. The occupier would have a rent free period, but officers were expecting some rental income towards the second half of the 2019/20 financial year.

Officers were asked about the options the Councils had in relation to their 51 bus shelters. It was noted that the Councils were exploring bus shelter advertising and that there was an opportunity, particularly in Worthing, to secure some advertising revenue from those bus shelters that were in the Councils sole ownership. A proposition would be brought forward in due course.

A Member asked whether the existing budgets for emergency and temporary accommodation were sufficient and what was being done about an increase in the number of empty properties in Worthing. Officers advised the increasing cost of emergency and temporary accommodation, was being carefully monitored by an internal working group. It was noted that at present, the position was stabilising. Initiatives were being developed with the aim of bringing down the cost of this provision. Officers advised that they would provide a response to the question regarding long term empty properties following the meeting.

Another Member requested that the Members training budget be increased in order for newly elected councillors to attend external training courses. However, it was noted that a decision had been taken some time ago to deliver training inhouse. Therefore, it was suggested that when training needs were identified, Democratic Services should be informed so that an inhouse training session could be arranged.

Decision:

The Joint Strategic Committee:-

- (i) noted the current 5 year forecast;
- (ii) noted the committed growth items as set out in appendix 2;
- (iii) approved the proposed savings as set out in appendix 3; and
- (iv) agreed to release £120,000 from the Capacity Issues Reserve to fund the costs associated with delivering the savings outlined in Appendix 3 of the report.

Call In:

The call-in deadline for this decision will be 5.00pm on 14 December 2018.

JSC/067/18-19 Investing for the future: Capital Programme 2019/20 to 2021/22

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.

It was noted that in 2017, the Committee had approved a two year capital programme for the first time, with the aim of improving how the capital programme was delivered and managed.

The report recommended the schemes for inclusion in the overall Capital Investment Programmes for 2020/21 and 2021/22 and changes to the approved 2019/20 Capital Investment Programme for Adur District Council, Worthing Borough Council and the Joint Strategic Committee.

The report informed the Joint Strategic Committee of the resources available for future capital investment, and updated Members about the financing of the proposed 2020/21 and 2021/22 programmes.

A Member sought clarification regarding the level of budget available for the Strategic Property Investment Fund. Officers advised that the fund would remain at £25m for each Council, per year, to support the delivery of the Budget Strategy capped at an overall investment amount of £75m per Council.

It was proposed and seconded that Worthing Borough Council's 3 Year Capital Programme be amended to include the Museum - New display cases for retail space in the museum scheme.

The Leader of Adur Council requested that an additional report be provided on the Fishersgate Recreation Ground - car park resurfacing scheme before funding was released.

Decision,

The Joint Strategic Committee:-

- (a) considered the General Fund Capital Investment Programmes for 2020/21 and 2021/22 and confirmed the schemes to be included as detailed in Appendix 2, 3 and 4;
- (b) agreed the addition of the cost of the refurbishment of the High Street Multi-Storey Car Park to the Worthing Borough Council General Fund Capital Investment Programme for 2020/21 as reported to JSC 6.11.18 and detailed in section 4.1(d) of the report;
- (c) agreed the changes to the General Fund Capital Investment Programme for 2019/20 as detailed in appendices 2 and 3;
- (d) agreed the amendments and additions to the reserve lists as detailed in appendices 6 and 7;
- (e) recommended the 2020/21 and 2021/22 Capital Investment Programmes, as amended, for approval by the respective Councils on the 13th December 2018 (Adur) and 11th December 2018 (Worthing);
- (f) recommended to Adur and Worthing Councils that the Strategic Property Investment Fund budget for 2019/20 be bought forward with the approval of the Executive Members for Resources.

Call In:

The call-in deadline for decisions (a) to (d) will be 5.00pm on 14 December 2018.

There is no call-in for recommendations to Council, decisions (e) and (f).

JSC/068/18-19 Mid Year Review of Treasury Management 2018-19, 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 mid-year performance for Adur and Worthing Councils as at the 30 September 2018, as required by regulations issued under the Local Government Act 2003.

Decision,

The Joint Strategic Committee:-

- (i) noted the contents of the report;

- (ii) approved the amendment of the Treasury Management Strategy Statement and the Annual Investment Strategy to remove the minimum sovereign credit rating requirement from investment in UK institutions. In the unlikely event that the UK's sovereign rating is downgraded, the Councils must still be able to invest in UK banks and building societies.

Call In:

The call-in deadline for these decisions will be 5.00pm on 14 December 2018.

JSC/069/18-19 Housing Development Programme - update and progress report

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 updated Members on the progress of improving the supply of temporary and emergency accommodation, and creating new homes for rent from within the Housing Revenue Account (Adur District Council).

The report also sought authority to increase the budgets available to take forward a number of key projects as well as provide capacity to seek new opportunities to increase the supply of affordable units across Adur & Worthing.

A Member highlighted the number of families in emergency accommodation (figures were outlined on page 149 of the report) and requested that this figure be broken down in future to show the respective numbers for Adur and Worthing Councils.

A Member questioned whether the additional £10m of funding for the purchase of Council Housing for the HRA would have a positive impact considering levels of rental income. Officers advised that any opportunity to purchase properties for the Housing Revenue Account would be subject to an affordability assessment which would take into account the rental income that could be achieved over a period of time. The Council would only be able to purchase property where the cost benefit analysis stacked up. It was also noted that the Councils hoped to be successful in attracting funding from central government which would improve viability.

Resolved,

That the Joint Strategic Committee:-

- i) noted the progress to date on delivery of new affordable homes;
- ii) recommended that Adur District Council approve the creation of a £10m budget to facilitate the potential purchase or development of additional units for the HRA within the Adur area. Funded by a combination of prudential borrowing, RTB receipts, and external and S106 monies. Budget to be

released on submission and approval of a suitable business case for each scheme, to the Adur Executive Member for Customer Services;

- iii) recommended that Worthing Borough Council approve an increase to the General Fund capital programmes of £11m to the invest to save budget specifically for the purpose of increasing the supply of temporary and emergency accommodation. Budget to be released on submission and approval of a suitable business case for each scheme to the Worthing Executive Member for Customer Services and will be funded by prudential borrowing and external funding;
- iv) delegated authority to the Director of Communities to award the construction contracts for Downview, Albion Street and Cecil Norris House in consultation with the relevant Executive Members for Customer Services.

Call In:

The call-in deadline for decisions (i) and (iv) will be 5.00pm on 14 December 2018.

There is no call-in for recommendations to Council, decisions (ii) and (iii).

JSC/070/18-19 Community Works and our Third Sector - two years on

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 provided an update for Elected Members on the progress of the Councils contract with 'Community Works', which was an infrastructure support organisation who had been working with Adur and Worthing's Voluntary and Community Sector since July 2016.

Members were informed about developments across West Sussex to align the work of all the voluntary sector infrastructure organisations and future changes to the West Sussex County Council funding process.

Members acknowledged the excellent work being undertaken and welcomed the news regarding CCG funding.

Resolved,

That the Joint Strategic Committee noted the report, the positive impact that Community Works was having on local communities and the work taking place around infrastructure support in West Sussex.

Call In:

The call-in deadline for this decision will be 5.00pm on 14 December 2018.

JSC/071/18-19 Palatine Park - 3G Pitch Development

Before the Committee was a report by the Director for Communities and 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 report sought authority to submit a planning application for an artificial football pitch (3G) on Palatine Park, setting out the project in detail and, in particular, the opportunity for working in partnership with Worthing Town Football Club to secure Football Foundation (FF) funding. Any shortfall in funding would come from S106 funding from the West Durrington development (subject to the S106 Agreement being amended).

The report also indicated that the application would need to address potential planning issues such as light and noise pollution and car parking and set out the options for the future maintenance of the pitch and how the community would be able to hire the facility.

Members welcomed the provision of a 3G pitch facility in this location.

Resolved,

That the Joint Strategic Committee:-

2.1 delegated authority to the Head of Environmental Services to:-

- (i) submit a planning application for an artificial 3G football pitch, floodlighting and car park at Palatine Park, Worthing;
- (ii) submit a funding bid to the Football Foundation to secure up to £500k funding;
- (iii) subject to the agreement being amended, use up to £340,000 of S106 funding from the West Durrington development to address any funding shortfall, and;
- (iv) award a contract to build out the facility in accordance with the Councils procurement policies, subject to the grant of planning permission and funding being secured.

2.2 recommended to Worthing Borough Council to add the scheme to the 2019/20 capital programme with a budget of £840,000 funded by external funding and S106 receipts.

Call In:

The call-in deadline for decisions 2.1 (i) to (iv) will be 5.00pm on 14 December 2018.

There is no call-in for recommendations to Council, decision 2.2.

*** At 7.33pm Councillors Edward Crouch, Kevin Jenkins, Heather Mercer and Val Turner left the meeting prior to consideration of Item 11, in accordance with the Joint Committee Agreement.*

JSC/072/18-19 Southwick Leisure Centre: Tennis Court Regeneration Project

Before the Committee was a report by the Director for Communities and 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 sought approval from Joint Strategic Committee to provide a floodlit Third Generation (3G) all weather pitch and refurbished tennis court on the site of the existing, redundant facilities at Southwick Leisure Centre utilising Capital funding already allocated in the Capital Investment Programme.

The report also sought approval for delegated authority to approve the procurement and award of the contract to the Director of Communities, in consultation with the Adur District Council Executive Member for the Environment.

Members welcomed the proposals whilst suggesting that public consultation be undertaken with local residents.

Resolved,

That the Joint Strategic Committee

- (i) approved the proposed project to deliver a floodlit Third Generation (3G) all weather pitch and refurbished tennis courts, subject to planning permission;
- (ii) delegated authority to the Director of Communities, in consultation with the Adur District Council Executive Member for the Environment, to approve the final procurement and award of contract up to a value of £322,000 to be allocated from the capital programme to ensure the restrictive timescales can be realised.

Call In:

The call-in deadline for this decision will be 5.00pm on 14 December 2018.

The meeting was declared closed by the Chairman at 7.39pm, having commenced at 6.30pm.

Chairman