

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

QEII Room, Shoreham Centre, Shoreham-by-Sea

Tuesday 2 April 2019

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:- Councillors Les Alden, Lee Cowen and Andy McGregor

JSC/106/18-19 Declarations of Interest

There were no declarations of interest.

JSC/107/18-19 Minutes

The Joint Strategic Committee was asked to consider a matter arising from the Joint Governance Committee meeting held on the 26 March 2019, where the Strategic Property Investment Fund and The Commercial Property Investment Strategy had been considered. The Joint Governance Committee had been invited to provide feedback or comments to the Joint Strategic Committee.

An extract from the minutes of the Joint Governance Committee meeting were tabled for consideration. The Joint Governance Committee had noted that the contents of the report and resolved to comment that they wanted to see the Joint Strategic Committee agree to a firm commitment within the strategy to set aside 20% of the gross revenue income to the Capital Reserve over a 5 year period.

Members noted that the matter was not on the Joint Strategic Committee agenda on the 2 April 2019 and that adoption of the Strategic Property Investment Fund and The Commercial Property Investment Strategy, was due to be considered by Worthing Borough Council on 23 April and Adur District Council on 25 April.

Resolved

1. that the comments from the Joint Governance Committee be noted; and

2. that the minutes from the Joint Strategic Committee meeting held on 5 March 2019, be approved as an accurate record and signed by the Chairman.

JSC/108/18-19 Public Question Time

There were no questions received from the public.

JSC/109/18-19 Items Raised Under Urgency Provisions

There were no items raised under urgency provisions.

JSC/110/18-19 Enabling the Digital Future for Adur & Worthing: Extending Ultrafast

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 significant opportunity available to Adur & Worthing Councils, in partnership with West Sussex County Council, to further extend the Councils ultrafast public connectivity, by connecting additional community premises, community libraries, adult social care settings, sheltered housing, leisure facilities, CCTV, and the fibre points needed to deliver an extensive ultrafast public WiFi scheme.

A total of 31 local authority sites in Adur & Worthing (county council, district and borough sites) were already in the process of being upgraded to ultrafast speeds using 'optical fibre to the premise', with construction scheduled to complete in June 2019. This report proposed the connection of an additional 56 district and borough sites across Adur and Worthing.

Independently of the Councils ambitions for greater digital connectivity across public spaces and buildings, telecommunications supplier CityFibre had announced its commitment to invest commercially in building its bespoke 'fibre to the home' network in Adur & Worthing. This would see all premises able to access gigabit-capable broadband infrastructure by 2022, subject to the purchase of a broadband package in the usual way.

The report also outlined the Councils development work to deliver ultrafast public WiFi, 4G/5G small cells and an Internet of Things network. With Adur & Worthing being on course to have by far the most extensive and dense fibre network in the south east of the country, the Councils had a huge opportunity to attract further government and commercial investment.

A Member sought clarification regarding the source of additional grant funding and how small businesses could benefit from ultrafast broadband. Officers advised that the business rate retention pool was a possible source of grant funding and the Councils were also looking at a number of alternative sources. A gigabit voucher scheme for small businesses

was in operation, details of which could be found on the West Sussex County Council website.

Another Member sought clarification as to how the Call-Off sites identified in Appendix A would be linked to fibre and how future proof the proposals were. Officers advised that grey fibre spines would link the Call-Off sites and assured the Committee that optical fibre was next generation and future proof.

The Committee welcomed the proposals.

Decision:

The Joint Strategic Committee

- i) approved a call-off of additional 56 fibre connections in Adur & Worthing on a 30 year lease basis, using the West Sussex Gigabit Framework Agreement.
- ii) recommended to the Councils to approve an increase to the capital budget of £2.55m to fund the proposed extension of the network, funded through external grants and contributions split as follows Adur: £1.02m and Worthing: £1.53m.
- iii) noted that in the event that external funding is not secured, that the Councils may have to borrow to fund the capital works and that this would result in committing the Councils to additional net revenue spend of up to £105,030 per year from 2020/21 onwards (Adur: £42,010, Worthing: £63,020).
- iv) noted the work being undertaken with consultants to create an ambitious digital infrastructure programme, exploring the benefits to local businesses, communities and residents of a widespread public WiFi scheme, next generation CCTV, an Internet of Things network, and a 5G strategic prospectus.
- v) noted that a progress report will be presented to the Committee in July 2019 to confirm how the proposed extension to the fibre network will be funded, and the extent of any additional revenue spend required by the Councils.

Call In:

The call-in deadline for decisions (i), (iii), (iv) and (v) will be 5.00pm on 12 April 2019.

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

JSC/111/18-19 Brighton Marina to River Adur Coast Protection Scheme

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 provided an update to Members on the progress made in respect to the Brighton Marina to River Adur Coastal Protection scheme and sought delegated authority and agreement to proceed with the further development of the project by entering into a Memorandum of Understanding with other partner authorities.

Decision,

The Joint Strategic Committee:-

- i) delegated to the Director for Digital and Resources, in consultation with the Solicitor to the Council, the authority to review, approve and sign a Memorandum of Understanding with other partner authorities; and
- ii) note that a further report would be presented to the Joint Strategic Committee, outlining the full financial implications of the scheme and detailing the contribution required by Adur District Council.

Call In:

The call-in deadline for these decisions will be 5.00pm on 12 April 2019.

JSC/112/18-19 Worthing Community Infrastructure Levy - Governance and Procedural Matters

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.

Worthing Borough Council had introduced a Community Infrastructure Levy (CIL) to allow funds to be raised from developers to pay for infrastructure that was needed to support growth.

The Council adopted the Charging Schedule for CIL in February 2015 and implementation of the levy commenced in October 2015. The Council had overarching responsibility for the allocation of CIL monies and reporting the amount of money collected and spent.

The report provided an update on progress made by the Joint Officer and Member Board (JOMB) for CIL Governance and,

- formalised a number of recommendations made by JOMB;
- provided an update on the level of CIL funding collected and,

- set out the future work programme and timetable for the adoption of the Infrastructure Business Plan which would set out priorities for the use of CIL.

The Committee welcomed the report, acknowledging the importance of delivering long lasting infrastructure in Worthing.

A Member sought clarification regarding access to neighbourhood funding from adjacent wards to a development. Officers advised that this had been considered by the Joint Officer and Member Board and that joint bids by neighbouring wards could be made, up to a maximum of £25,000.

Decision,

The Joint Strategic Committee:-

1. noted the progress made by the Joint Officer and Member Board in relation to governance arrangements for overseeing the Community Infrastructure Levy (CIL);
2. agreed to the 'top slicing' of 87.5% of the CIL strategic pot to be used for Worthing Borough Council and West Sussex County Council projects (to be taken from the Strategic Pot). This equated to 70% of the overall funds available;
3. agreed to the proposal from JOMB that bids for funding from the Neighbourhood Pot should not be considered unless at least £10,000 had been accumulated and that there should be an annual bidding process;
4. delegated the decision on bids for the Neighbourhood Pot to the Executive Member for Regeneration (capped at a maximum of £25,000);
5. noted the revised timeline for the preparation of the Infrastructure Business Plan which would be helped to inform the prioritisation of infrastructure projects;
6. noted that administration costs of £48,800 would be required per year, that this would be funded from within existing budgets and from CIL contributions, and agreed to amend the budgets accordingly.

Call In:

The call-in deadline for these decisions will be 5.00pm on 12 April 2019.

JSC/113/18-19 Referral of Motion on Notice to the Joint Strategic Committee

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 set out a motion referred from the meeting of Adur District Council on the 28 February 2019 that the Joint Strategic committee was asked to consider and determine.

The motion asked Members to consider reviewing short term car parking charges in shopping areas with a view to encouraging residents to use local shops (a full version of the motion was appended to the report.

It was noted that Members could accept the motion, requesting that further work be carried out in this regards, or, Members could reject the motion.

As proposer of the motion, Councillor Lee Cowen attended the meeting to present it to the Committee.

It was noted that data regarding the usage of car parks in Adur indicated that usage had increased significantly since the rise in parking charges had been introduced with the exception of Southwick where usage had decreased. It was also noted that the cost of car parks across Adur was £280k per year.

During consideration of the motion, the Committee stated that it did not support the subsidising of car parking by the taxpayer and suggested that Rustingdon was a vibrant shopping centre, not because of free car parking, but due to its smart layout and the wide variety of shops.

Resolved,

That the Joint Strategic Committee rejected the motion.

Call In:

The call-in deadline for this decision will be 5.00pm on 12 April 2019.

JSC/114/18-19 Referral of Motion on Notice to the Joint Strategic Committee

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 set out a motion referred from the meeting of Adur District Council on the 28 February 2019 which the Joint Strategic Committee was asked to consider and determine.

The motion asked Members to consider further investigation of the decision to change the frequency of bin collections.

It was noted that Members could either accept the motion, requesting that further work be carried out in this regard, or, Members could reject the motion.

As proposer of the motion, Councillor Lee Cowen attended the meeting to present it to the Committee.

During the discussion of the motion, the Committee raised a number of points, including:-

- evidence from Horsham District Council suggested that the Councils could increase recycling rates to nearer 50%;

- that 84% of Councils were collecting residual waste on a fortnightly basis;
- that the evidence had been reviewed for many months prior to a report coming before Committee.

Resolved,

That the Joint Strategic Committee rejected the motion.

Call In:

The call-in deadline for the decisions will be 5.00pm on 12 April 2019.

** Councillors Ed Crouch, Kevin Jenkins, Elizabeth Sparkes and Val Turner left the meeting at 7.31pm in accordance with the Joint Committee Agreement.*

JSC/115/18-19 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 item of business.

Decision:-

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

JSC/116/18-19 HRA Development - update and next steps

Before the Committee was an exempt report by the Director for Communities, copies of which had been circulated to all Members as Item 11.

The report outlined the current position of a development on HRA land and sought approval from Members to proceed with a revised development plan for HRA and General Fund purposes.

In parallel to this, permission was sought to use part of the development site to provide Temporary and Emergency Accommodation to support Adur District Council discharge its duties under the Homelessness Reduction Act 2017, and provide much needed quality homes for residents who were homeless.

Decision:-

The Joint Strategic Committee agreed the recommendations as set out in the exempt report without amendment.

Call In:

The call-in deadline for executive decisions will be 5.00pm on 12 April 2019.

There is no call-in for recommendations to Council.

The meeting was declared closed by the Chairman at 7.46pm, having commenced at 6.30pm.

Chairman