

5 December 2014

**Council Meeting  
16 December 2014**

The Council Chamber, Town Hall,  
Chapel Road, Worthing

**6.30pm  
Agenda**

A Special Council Meeting for the Conferment of the titles of Honorary Alderwoman and Honorary Alderman to three former Borough Council Mayors will follow this meeting at 8.00pm

There is a separate agenda for the later meeting.

**ALL MEMBERS OF THE COUNCIL are hereby summoned to attend for the following business:**

**Part A**

- 1. Apologies for absence**
- 2. Declarations of Interest**

Members and Officers must declare any discloseable pecuniary interests to any business on the agenda. Declarations should also be made at any stage such an interest becomes apparent during the meeting.

If in doubt contact the Legal or Democratic Services representative for this meeting.

- 3. Questions and Statements from the public**

To receive any questions from Members of the public addressed to any Member of the Executive in accordance with Council Procedure Rule 11. There is up to 5 minutes for each question, one supplementary question may be asked arising from the original question.

Questions must relate to any matter the Council has power or which affects the Borough except no question may be asked on

- a) A specific planning or licensing application
- b) A specific staffing appointment or appeal, or Standards determination

Public question time will last up to 30 minutes; questions will be taken in order of receipt. The deadline for submission of questions is Friday 12 December at 12 noon.

Questions to be submitted to [democratic.services@adur-worthing.gov.uk](mailto:democratic.services@adur-worthing.gov.uk)

No prior notice of a Statement to Council is required.

For further information contact Julia Smith, Democratic Services Manager on [Julia.smith@adur-worthing.gov.uk](mailto:Julia.smith@adur-worthing.gov.uk)

#### **4. Minutes**

To confirm the minutes of the Meeting of the Council held on 21 October 2014, previously circulated, copies can be found on the web site at: <http://www.adur-worthing.gov.uk/meetings-and-decisions/committees/worthing/council/>

#### **5. Announcements by the Mayor, Leader of the Executive, Executive Members and/or Head of Paid Service**

Mayoral announcements will include

Queen's Business Enterprise Award – ETI Ltd – Mr Peter Webb

#### **6. Items raised under urgency provisions**

To consider any items the Mayor has agreed are urgent.

#### **7. Recommendations from the Executive and Committees to Council**

To consider recommendations to Council from the Executive and/or other Committees, details of which are set out in the attached items as 7A(i) to (v):

Full reports are available on the website as listed below:

	<b>Executive</b>	<b>Date</b>	<b>Item</b>		
A	Joint Strategic Committee	2.12.14	i.	Capital Investment Programme 2017/18	
			ii.	Getting into Shape – organisational changes 2015	
			iii.	Investing in technology	
			iv.	Council Tax Support Scheme 2015/16	
			v.	National Network of strategic Regional Coastal Monitoring Programme 2017	

## 8. Leader's Report on Decisions taken by the Executive

Report from the Leader as item 8.

The report contains decisions taken by the Executive, Executive Members and/or the Joint Strategic Committee since the last Council meeting. There is up to 15 minutes for Executive Members to make any statements on the report.

There is up to 15 minutes for Executive Members to respond to questions on the report; these questions will not be the same as any to be asked under the next item.

(**Note:** Papers relating to items under 7 and 8 have been previously circulated. If any Member requires further copies please contact Democratic Services or visit the Council's website [www.adur-worthing.gov.uk/.](http://www.adur-worthing.gov.uk/))

## 9. Members Questions under Council Procedure Rule 12

Members question time will last up to 30 minutes, questions will be taken in order of receipt, in rotation from each political group on the Council. The deadline for submission of questions is Friday 12 December at 12 noon.

Questions received will be circulated at the meeting.

Questions can be asked of the following:

- a) The Mayor
- b) A Member of the Executive
- c) The Chairman of any Committee
- d) The Council's representative on any outside body

Questions cannot be asked in relation to the following:

- a) A specific planning or licensing application
- b) A specific staffing appointment, appeal or Standards determination

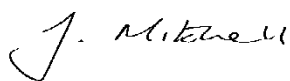
## 10. Motions on Notice Council Procedure Rule 14

To receive a Notice of Motion from Councillor Thorpe, seconded by Councillor Fisher, copy attached as item 10.

Under Council Procedure Rule 14.5.2 once proposed and seconded the Motion will be forwarded to the Joint Overview and Scrutiny Committee on 22 January 2015 for determination.

## Part B - Not for Publication – Exempt Information Reports

None.



Director for Communities

**Notice to Councillors, Press and members of the Public – this meeting will be voice recorded and available on the Council's website in due course.**

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For Democratic Services enquiries relating to this meeting please contact:

Julia Smith  
Democratic Services Manager  
01903 221150  
Julia.smith@adur-worthing.gov.uk

For Legal Services enquiries relating to this meeting please contact:

Susan Sale  
Solicitor to the Council  
01903 221119  
susan.sale@adur-worthing.gov.uk

**Extract from the Joint Strategic Committee – 2 December 2014**

**JSC/074/14-15 Capital Investment Programme 2015/16 – 2017/18 Adur District Council, Worthing Borough Council and Joint Committee**

Before the Committee was a report by the Director for Digital and Resources, copies of which had been emailed to members of the Committee and a copy of which is attached to the signed copy of these minutes as Item 7.

The report recommended the schemes for inclusion in the overall Capital Investment Programme for the three years 2015/2016 - 2017/2018 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 three-year programmes.

The Capital Strategy had been amended in 2014 to include resources for the development of a Digital Strategy which was the subject of a report elsewhere on this agenda.

Members had been consulted on the capital bids to be included in the draft programmes and their comments had been included in the report. It was noted that the final recommendations for the capital programmes would be made to Worthing Council on the 16<sup>th</sup> December, 2014 and Adur Council on the 18<sup>th</sup> December, 2014.

A Member highlighted the lack of female changing facilities at the Hill Barn Recreation Ground and asked if there were any forthcoming proposals to address this. Officers agreed to undertake a review of the facilities as it was an important site.

The inclusion of the renewal of lifts in the Grafton Multi Storey Car Park in 2016/17 was questioned. Members were informed that the Committee would have the opportunity to consider this scheme again in future years whilst being advised that the condition report stated that the work did need to be done before parts became obsolete.

Clarification was sought regarding the clubhouse at Brooklands and the use of capital receipts from E.ON to finance the proposed works. Officers advised that they would liaise closely with the Executive Member for Environment regarding the proposals.

The replacement of defective boilers at Southwick Leisure Centre was challenged as it had been suggested that the existing boiler had been incorrectly installed by Adur Leisure Trust. Members sought assurance that the matter would be investigated and the item would be brought back to Committee for further consideration. Officers advised that a report would be brought back to Committee in relation to this scheme.

It was noted that the dates in recommendation 11.1 (d) should be amended to read 'the 18<sup>th</sup> December 2014 and 16<sup>th</sup> December 2014'.

## **Decision**

The Joint Strategic Committee

- (a) considered the three General Fund Capital Investment Programmes for the three-year period 2015/2016 to 2017/2018 and confirmed the schemes to be included as detailed in Appendix 2, 3 and 4;
- (b) agreed the Adur Housing Renovation Programme for the three-year period 2015/2016 to 2017/2018 as detailed at Appendix 5;
- (c) agreed the amendments and additions to the reserve lists as detailed in Appendices 6 and 7;
- (d) recommended the 3 Year Programmes for approval by the respective Councils on the 18<sup>th</sup> December 2014 and 16<sup>th</sup> December 2014.

**Extract from the Joint Strategic Committee – 2 December 2014**

**JSC/075/14-15      Getting in Shape : Organisational Changes 2015**

Before the Committee was a report which was presented by the Chief Executive, copies of which had been circulated to all Members, a copy of which, is attached to the signed copy of these Minutes, as Item 8.

The report outlined proposals for the second tranche of organisational change to ensure both Councils had the officer leadership required to meet medium and longer term challenges.

The Committee were updated on the outcome of a review of the “third tier” of managers across the Councils and the proposals of the Chief Executive (as Head of Paid Service) to reduce the number of third tier managers and reshape roles by expanding the span of operations for managers at that level. The report identified the steps taken to achieve the structural changes required, the processes followed and provided an update on progress and likely outcomes.

The report sought the Joint Strategic Committee’s comments on the implementation of the proposed changes; an agreement to the voluntary redundancies proposed; a recommendation to both Councils to release up to £370,000 from Capacity Issues Reserves to fund the necessary departure costs and a recommendation to both Councils to note the Chief Executive’s proposals in respect of the appointment, management and organisation of the Councils’ officers.

It was noted that in order to allow transparency and public debate on the proposals and avoid going into closed session, the report had been written aggregating anticipated costs and potential impact on individual employees, rather than seeking to put substantive amounts of information into a “Part B” agenda.

Members were advised that the proposals sought to replace 24 existing posts at tier three with 12 new posts. The associated financial implications would cost between £420k and £425k which would require just over 4 years payback. The Committee noted that there may be 7 staff falling into this category with a combined public service total of 196 years.

A Member sought clarification in regards to where planning services would sit within the new organisational structure. Officers confirmed that the Head of Growth would oversee both planning policy and development management.

The Chief Executive acknowledged that organisational change created uncertainty and praised the professionalism of those staff involved in the process.

## Decision

That the Joint Strategic Committee

- i) noted the proposals outlined in the report;
- ii) recommended to each Council that £370,000 be released from the Capacity Issues Reserves to fund the departure costs associated with the management restructure split as follows:
  - Adur £166,500
  - Worthing £203,500
- iii) recommended to both Councils that they note the Chief Executive's proposals in respect of the appointment, management and organisation of the Council's officers;
- iv) delegated to the Chief Executive approval of any redundancies associated with the restructure in consultation with the Leaders provided that the costs can be contained within the overall budget released.



**Extract from the Joint Strategic Committee – 2 December 2014**

**JSC/076/14-15 Investing in New Technology: The Springboard to Excellent Customer Experience and Business Efficiency**

Before the Committee was a report by the Directors for Digital and Resources and Customer Services, 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 Committee on the work undertaken over the summer with a disaster recovery consultant to develop documentation and procedures relating to IT systems recovery. It was noted that the project was now in a second phase involving the production of detailed technical recovery procedures for key scenarios.

Members were advised that the Director for Digital and Resources had pursued contractual meetings with the Councils telephony provider Unify, which had escalated through two formal warning letters regarding breach of contract, setting a deadline for resolution of the end of December 2014.

It was noted that 'key officers' had been involved in soft-market testing for fixed telephony, contact centre systems and mobile device strategy, strategically linked to the digital strategy work with Methods. Plans were in place to finalise the Councils overall telephony strategy in January 2015 in light of the outcome with the current telephony provider. This would be undertaken through a hands-on exploration of overall system design and fit and looking at the integration of telephony with the new cloud platform(s), if approved.

Officers were looking at the viability of adopting a predominantly mobile model (more staff with mobiles), with a significantly reduced number of fixed VoIP lines and a highly effective contact centre solution. It was anticipated that proposals would be brought forward to the Joint Strategic Committee in February 2015. Officers would also develop proposals for much improved wi-fi coverage across Council buildings for February 2015 as the service was currently poor.

The Joint Strategic Committee had previously received a report on the findings of the Discovery work which had identified three strategic areas of focus for further investigation during the blueprint phase. These were:

- i) productivity (email/documents);
- ii) platform (customer service and business process functions); and
- iii) infrastructure (how we host our applications).

The Blueprint phase work was undertaken in October / November and involved a more detailed investigation into the Councils infrastructure service, examination and recommendations around overall digital governance, soft-market testing across productivity, platform and infrastructure, and the development of principles, practices,

resources and the investment profile needed to achieve the vision of a new enterprise architecture to help enable rapid business transformation.

This work had now been completed and the findings were outlined in the report.

Members welcomed the report and the direction of travel.

**Decision:**

The Joint Strategic Committee:-

- (i) approved the proposed investment in new technology;
- (ii) approved the governance arrangements as set out in paragraph 2.12 and 3.8 and in more detail in the appendix;
- (iii) recommended that both Councils approve the release of funding from the Capacity Issues Reserves as follows:
  - Adur District Council £249,560
  - Worthing Borough Council £374,340

**Extract from the Joint Strategic Committee – 2 December 2014**

**JSC/077/14-15      2015/16 Council Tax Support Scheme**

Before the Committee was a report by the Directors for Digital and Resources and Customer Services, 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.

Adur and Worthing Councils now have the freedom to set a local Council Tax Support Scheme which would apply to 'working age' customers. Both Councils opted to retain the national scheme for the past two years and Members were asked to consider what they would like to do for 2015/16.

Members were asked to approve one of two Council Tax Support Schemes. The first option was similar to that approved in the past and mirrored the national 'default' scheme. The second option sought to ensure that every resident would pay an element of Council Tax. This would be achieved by ensuring that every resident pays at least £5.00 per week.

To help inform the decision, a public consultation exercise had been undertaken with the final results being tabled at the meeting (a copy of which is attached to these minutes).

The Committee discussed and evaluated the options outlined in the report giving consideration to a number of points, including:-

- the ability of households to pay;
- fairness of the schemes;
- concerns for residents who were unable to prioritise outgoings and the risk of them accumulating large debts;
- room for discretion in the options proposed;
- a public consultation which suggested that a majority of residents supported a reduction in the amount of financial support given to residents by the Councils.

Officers advised that it was difficult to identify specific hardships, so, these would be evaluated on a case by case basis. However, it was feasible for the Councils to set aside a limited fund to assist those in most need of support.

**Decision:**

The Joint Strategic Committee:-

- (i) recommended that Adur District Council approve Option 1 for the Council Tax Support scheme for 2015/16;
- (ii) recommended that Worthing Borough Council approve Option 2 for the Council Tax Support scheme for 2015/16;

- (iii) recommended that both Councils consider whether the preferred option should form the basis of the scheme for 2016/17 and 2017/18 subject to consultation and formal approval in each year;
- (iv) requested that a report be brought to the Joint Strategic Committee considering Discretionary Council Tax Support Payments.

Extract from the Joint Strategic Committee – 2 December 2014

**JSC/084/14-15 National Network of Strategic Regional Coastal Monitoring Programme (2017 to 2022)**

Before the Committee was a report by the Director for Digital and 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 15.

The report brought Members up to date with the actions of Officers to secure continuance of the Southeast Strategic Regional Coastal Monitoring Programme (SSCRMP) through the National Network of Regional Monitoring Programmes (National Programme).

This was a high profile National initiative promoted by the Officers of Adur and Worthing Councils, Coastal Groups, Environment agency (EA) and led by New Forest District Council (NFDC). The programme had been successfully executed by the Coastal Monitoring Survey Team within the former Technical Services Team of Adur and Worthing Councils since 2002 and full costs would continue to be met via a Service Level Agreement with NFDC.

**Decision:**

The Joint Strategic Committee:-

- (i) confirmed and continued its support for the National Programme;
- (ii) delegated authority to the Acting Head of Technical Services or his successor in consultation with the most appropriate Executive Members to deliver the programme in the most advantageous manner within the limits of the SLA and funding stream; and
- (iii) recommended that Adur District Council and Worthing Borough Council amend their Revenue Budget accordingly, to include the expenditure and funding as detailed in paragraph 7.3.



**Report of the Leader on Decisions taken by Executive Members and the Joint Strategic Committee since the last meeting of Council**

**A Decisions Taken by Individual Executive Members**

Listed below is a summary of decisions taken by the individual Executive Members since the despatch of the agenda for the last Council Meeting. Full details can be found on the Executive Members and Portfolios, Reports and Decisions webpage <http://www.adur-worthing.gov.uk/meetings-and-decisions/committees/worthing/cabinet-member-decisions/>

**Leader**

-

**Executive Member for Regeneration**

-

**Executive Member for Resources**

-

**Executive Member for Customer Services**

-

**Executive Member for the Environment**

W/ENV/003/14-15 Declaration of new expanded Air Quality Management Area

**Executive Member for Health and Wellbeing**

-

**B. Decisions taken by the Joint Strategic Committee on 04 November 2014**

*Items related to Adur District Council are not reproduced on this agenda*

Full details can be found: [www.adur-worthing.gov.uk/your-council/](http://www.adur-worthing.gov.uk/your-council/)

The matters not appearing elsewhere on the agenda:

**JSC/061/14-15**

**Proposal for Adur and Worthing Councils to become Corporate Members of West Sussex Credit Union**

**Decision**

The Joint Strategic Committee

- 8.1 -
- 8.2 approved the proposal that Worthing Borough Council becomes a Corporate Member of WSCU, depositing a sum of £25,000 in WSCU from the Capacity Issues Reserve and that the WSCU Corporate Membership scheme be added to the capital programme;
- 8.3 delegated authority to the Director for Communities to act as Adur and Worthing Councils Designated Representative in accordance with WSCU's Corporate Accounts Membership Policy;
- 8.4 -
- 8.5 -
- 8.6 approved that the Treasury Management Policy for Adur and Worthing Councils be amended to:
  - i) include the WSCU on the list of approved counterparties for investment purposes;
  - ii) add the acquisition of shares in the WSCU to the list of approved non-specified investments, with a maximum maturity period of 10 years;
  - iii) –

**JSC/062/14-15**

**2<sup>nd</sup> Capital, Revenue Budget and Performance Monitoring 2014/15**

**Decision**

The Joint Strategic Committee:-

- (a) noted the report and projected outturn position for the Joint, Adur and Worthing Revenue Budgets and proposed use of reserves (Appendix 1b and 2b);
- (b) –
- (c) With respect to the Capital Investment Programme for Worthing Borough Council
  - (i) noted the reprofiling of the Worthing Borough Council capital schemes listed in paragraph 9.2 and Appendix 7, and the possible reprofiling of capital schemes as listed in paragraph 9.3;
  - (ii) approved the ring-fencing of £60,000 s106 receipts and the Coastal Communities Fund Grant of £90,000 for the Colonnade House Project as advised in paragraph 9.4.2;



- (iii) approved the virement from the DDA Town Hall Gordon Room access budget to fund the DDA compliant public conveniences on the seafront as advised in paragraph 9.4.3;
- (iv) approved the addition of the external funding of £10,000 from Worthing Scope to the capital project to provide DDA compliant public conveniences on the seafront as detailed in paragraph 9.4.3;
- (v) noted that the Chief Executive had exercised urgency powers to include a capital scheme to resurface the Goring Road Car Park in the 2014/2015 Capital Investment Programme as detailed in paragraph 9.4.1;
- (vi) approved the purchase and inclusion of the Electoral Services software in the 2014/2015 Capital Investment Programme funded from 2013/2014 underspends carried forward to 2014/2015 as detailed in paragraph 9.4.4.

**JSC/063/14-15          Progress Report on the Future Provision of Leisure Services in Worthing**

**Decision**

The Joint Strategic Committee noted the progress being made to transfer Worthing Borough Council's Leisure Services to South Downs Leisure Trust with effect from 1st April 2015.

**JSC/067/14-15          Shoreham Airport Negotiations Update**

Decision:

The Joint Strategic Committee:-

- 6.1 noted that the scheme approved by the Joint Strategic Committee on 5th March 2014 was not proceeding;
- 6.2 formally postponed the £1 million deferred consideration until the first new unit of any permitted development on the airport land was capable of occupation;
- 6.3 that interest be charged on the £1 million deferred consideration from the original due date of 16th September 2013 at a commercial rate compounded annually;
- 6.4 agreed that the Council, subject to a payment of a suitable premium (such value to be assessed and agreed by the Director for the Economy in consultation with the Executive Member for Resources) enters into an agreement to relax the user covenant to enable the use of any completed development as a City Deal Growth Hub upon:-
  - i. Completion of the development; and
  - ii. Payment of the £1 million deferred consideration together with accrued interest.

- 6.5 agreed that the Council enters into a formal deed of variation or deeds of variation to effect the recommendations set out in this report, the terms of which are to be approved by the Director for the Economy and the Solicitor to the Council in consultation with the Executive Member for Resources.
- 6.6 agreed that the Council enters into the agreements above for the deferred payment and the contract to allow a deed or variation to the user clauses subject to the inclusion of a termination clause which allows the Council, or Brighton & Hove City Council, to terminate the agreements from July 2015 in the event that practical completion of the Terminal Building and Municipal Hanger improvements set out in the schedule of dilapidations is not achieved by July 2015.

### **C. Decisions Taken by the Joint Strategic Committee on 02 December 2014**

Full details can be found: [www.adur-worthing.gov.uk/committee/cab-docs-joint-strategic.htm](http://www.adur-worthing.gov.uk/committee/cab-docs-joint-strategic.htm)

*Items relating to Adur District Council are not reproduced on this agenda*

#### **JSC/072/14-15 “Surf’s Up” : a 2-year programme to deliver the Catching the Wave ambition**

##### **Decision**

The Joint Strategic Committee

- 5.1.1 noted and endorsed “Surf’s Up” as a prioritised 2 year programme of strategic activity for officers to deliver;
- 5.1.2 requested 6-monthly updates on progress against the commitments (allowing at each 6 month review for the refresh of commitments that have been completed or where circumstances have changed);
- 5.1.3 requested that the Communications Team turn “Surf’s Up” into a “living document” that is widely and skilfully communicated internally to all staff and Members and to key external stakeholders.

#### **JSC/073/14-15 Outline 5-Year Forecast and Savings Proposals**

##### **Decision**

The Joint Strategic Committee:-

- (i) noted the current 5 year forecast;
- (ii) approved the proposed savings as set out in appendix 3.

**JSC/078/14-15 Rethinking Parks: A Framework for the Future Provision of Open Space, Sport and Recreation Facilities in Adur and Worthing**

**Decision:**

The Joint Strategic Committee:-

- i) noted the Open Places, Sport and Recreational Strategy for Adur and Worthing Councils;
- ii) agreed that the Strategy be adopted as background evidence for the emerging Adur Local Plan and the Worthing Local Plan and the recommendations used to prioritise future provision and improvements to existing provision;
- iii) -
- iv) noted the consultation that had taken place with the Bowling Clubs based at Field Place;
- v) delegated to the Director for Communities, in consultation with the Worthing Executive Member for Environment, authority to agree the arrangements for the future provision of Bowls at Field Place, which will include the provision of 1 Club Room and 1 Green.

**JSC/079/14-15 Tackling the Community Impact of Gypsy and Traveller Unauthorised Encampments in Adur and Worthing**

**Decision:**

The Joint Strategic Committee:-

- (i) noted the actions being taken to tackle the community impact of Gypsy and Traveller Unauthorised Encampments in Adur and Worthing;
- (ii) delegated authority to the Director for Communities, in consultation with the Solicitor to the Council and the Chief Finance Officer, to approve, and enter into, the agreement relating to the management of a Gypsy and Traveller Transit Site at Westhampnett, and the Enforcement and Legal proceedings relating to unauthorised encampments, on behalf of Adur and Worthing Councils;

- (iii) delegated authority to the Director for Communities, in consultation with the Solicitor to the Council and the Chief Finance Officer, to approve the West Sussex Multi-Agency Enforcement Protocol on behalf of Adur and Worthing Councils;
- (iv) -
- (v) delegated Adur District Council and Worthing Borough Council's legal services function, in so far as they relate to the enforcement of unlawful encampments, to West Sussex County Council.

**JSC/081/14-15      WSCC Tender for the Provision of Telecare Services across West Sussex: A Service and Business Development Opportunity**

**Decision:**

The Joint Strategic Committee:-

- (i) -
- (ii) -
- (iii) agreed that in the event that it was desirable for Worthing Borough Council to enter into a form of sub-contract with CDC for the provision of the Telecare Services on the same terms and for the same purpose, such a sub-contract be approved;
- (iv) approved the creation of a budget to hold the costs and income associated with the Telecare subcontract.

**JSC/082/14-15      Proposal for a Shared Legal Service – Proceeding to develop a full business case**

**Decision:**

The Joint Strategic Committee:-

- (i) noted the contents of the report and its appendix;
- (ii) agreed to receive a further report and detailed business case in February 2015;
- (iii) agreed in principle to change the way in which the Councils' legal service was provided, subject to Joint Strategic Committee approving the business case;
- (iv) agreed to the implementation of the transitional arrangements of the Councils working together with iESE and Aylesbury Vale District Council, including the secondment of staff, as identified in appendix 1 of the report.

**JSC/083/14-15      *Building Engagement through vibrant communications* : A Communications Strategy for Adur & Worthing Councils**

**Decision:**

The Joint Strategic Committee:-

- (i) noted and endorsed the Communications Strategy 2015 – 2018 as the framework for the development of the Councils' communications function;
- (ii) approved and adopted the revised Social Media Policy, allowing Officers to effectively expand the use of social media in a structured, managed way for the benefit of the Councils, and the Councils' customers;
- (iii) approved the Visual Identity Guidelines to guide the Councils' improvement of the way that customers relate visually to the work of the organisations, officers and partners.

**D. Urgent Decisions taken by the Executive**

Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 (as amended)

The following is reported to Council:

Joint Strategic Committee 4 November 2014  
Shoreham Airport Negotiations Update

Councillor Paul Yallop  
Leader of the Council



**Motions on Notice – Council Procedure Rule 14**

The following Notice has been received and accepted by the Director for Communities:

Dare to Care Health Motion to Worthing Borough Council

The Council notes the current situation with concern, and is urged to:

1. Recognise the concern of the public about the potential danger to health caused by the proposed Musculoskeletal Services MSK contract. There are significant training and staffing matters arising from the contract's implementation, and patients are concerned about their level of treatment.
2. Note that the due process has not been used. The independent impact assessment should have preceded the decision not followed it. Consultation was flawed, lacking transparency.

Therefore the Council is urged,

1. To support the campaign for an improved rather than a degraded service for Worthing residents
2. Ascertain to know why the contract wasn't given to the current provider, given the local investment
3. That the local community is made aware of the Council's aims at the earliest opportunity, via the website and /or press release

Proposed by Councillor Hazel Thorpe  
Seconded by Councillor Norah Fisher

**Local Government Act 1972**  
**Background papers:**

Email from Councillor Thorpe dated 1 December 2014