



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 ordinary 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

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Executive Member for Regeneration

W/REG/003/17-18 Affordable Housing and the impact of changes made to national planning guidance

JAW/010/17-18 Worthing Community Infrastructure Levy - Instalment Policy

Executive Member for Digital and Resources

JAW/012/17-18 Adur Civic Centre Phase 1: Office Development - Construction Contract

JAW/013/17-18 Application for Compulsory Redundancy

Executive Member for Customer Services

JAW/014/17-18 Supporting the delivery of Affordable Homes in Worthing - 35 Parkfield Road

Executive Member for the Environment

JAW/008/17-18 Self-Management of Halewick Lane Allotments

JAW/011/17-18 60 Brighton Road, Shoreham - Car Parking Review

Executive Member for Health and Wellbeing

JAW/009/17-18 Food Service Delivery Plan for 2017-18

B. Decisions taken by the Joint Strategic Committee on 9 January 2018

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

Full details can be found: www.adur-worthing.gov.uk/your-council/

The matters not appearing elsewhere on the agenda:

JSC/068/17-18 Delivering Platforms for our Places: Progress Report June - December 2017

Before the Committee was a report by the Chief Executive, 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.

Before the Committee was the second, 6 monthly, report on the Councils' Implementation of *Platforms for our Places*, which (along with the Progress Report at Attachment A) outlined the progress made and challenges experienced during the period June - December 2017.

Members noted that there continued to be real progress on many of the 135 commitments made by the Councils with 14 now being completed, many in progress and only one identified as 'red' (having significant difficulties in implementation).

An overview of the Councils progress was provided in paragraph 4.2 of the report, identifying the significant progress made on prominent commitments in each of the five platforms.

The Director for the Economy updated Members in relation to Stagecoach. The Committee noted that Stagecoach had appointed agents who were working with the Council on the viability of the existing site i.e. the Bus Station and on the alternative site, Decoy Farm. Officers were looking at Decoy Farm in much more detail, to determine how quickly a site could be brought together which was capable of delivering Stagecoach's needs. The Committee were advised that additional capacity may be required in order to provide the project management focus which had been given to other major schemes.

Adur Members acknowledged the outstanding work conducted by Officers in order to get the Adur District Council Local Plan approved at Full Council on the 14 December 2017.

The issue of empty homes in the District of Adur was raised by a Member who requested a greater focus on identification and bringing them back into use. It was noted that the Councils had had significant success in bringing empty homes back into use and Officers were requested to share the number of Adur Homes brought back into use with the Committee.

A Member sought clarification of the timeline for delivering the Public Health Strategy (PHS) and challenged the level of progress made in regards to the Temporary Accommodation Strategy. Offices advised that the PHS was being drafted and would be completed in the Spring. There were challenges in relation to Temporary Accommodation, however, the Councils had identified up to 60 units of Temporary and Emergency Accommodation over the last few months. If leases were signed in the next couple of months, those units would be coming online very quickly. It was noted that the Councils had also acquired 7 properties that had up to 19 bedrooms to provide longer term, temporary accommodation for families. A number of other properties were in the pipeline and Officers were speaking to partners across West Sussex to see how they could work more collectively.

Decision,

The Joint Strategic Committee

- noted the progress made and challenges experienced during the implementation of *Platforms for our Places* over the period June - December 2017;
- requested a further report in July 2018 outlining the progress for the period January - June 2018;
- requested that the report in July 2018 include a review of the commitments identified in *Platforms for our Places* and that in the light of completion of a number of these commitments, appropriate additional commitments are added in consultation with relevant Executive Members against each of the Platforms;
- agreed to refer this report to Joint Overview and Scrutiny Committee for its consideration.

JSC/069/17-18 Response to the JOSC Youth Engagement 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 6.

The report sought to address the issues / recommendations and any financial / legal considerations for each recommendation contained in the Youth Engagement Scrutiny Report in order to assist the Executive in providing a formal response to the Joint Overview and Scrutiny Committee.

Members welcomed the report and acknowledged the importance of engaging with all young people as they were the Councils customers of the future.

Decision:

The Joint Strategic Committee agreed:-

- 2.1 In relation to JOSC Recommendation One** - that the Councils support and encourage the Youth Councils to work with Community Works, with a view to enabling funding for their Support Worker to continue after the current one year funding ends;
- 2.2. In relation to JOSC Recommendation Two** - that the Councils review their web pages and social media interaction with young people;
- 2.3 In relation to JOSC Recommendation Three** - that there should be Young People Member Champions;
- 2.4 In relation to JOSC Recommendation Four** - that the Councils work with the Youth Councils and Young People Member Champions, to identify key policies that are being reviewed that the Youth Councils will be consulted on;
- 2.5 In relation to JOSC Recommendation Five** - that Council Officers work with the Youth Council and others to review their priorities and assess whether these are viable.

C. Decisions taken by the Joint Strategic Committee on 1 February 2018

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

Full details can be found: www.adur-worthing.gov.uk/your-council/

The matters not appearing elsewhere on the agenda:

JSC/075/17-18 Revenue Budget Estimates for 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 5.

The report was the final budget report of the year resulting from the culmination of the annual budgeting exercise and asked members to consider:

- the final revenue estimates for 2018/19 including any adjustments arising from settlement;
- an updated outline 5-year forecast.

The budgets reflected the decisions taken by Members to date in relation to agreed savings proposals and any committed growth.

Members were asked to consider the proposals to invest in services outlined in Appendix 2, these were also included in the individual Councils budget reports.

The budget was analysed by Executive Member portfolio. In addition, the draft estimates for 2018/19 had been prepared, in accordance with the requirements of the Service Reporting Code of Practice for Local Authorities (except in relation to pension costs adjustments that do not impact either on the Budget Requirement or the Council Tax Requirement).

The Committee noted that the respective Adur and Worthing 2018/19 Estimates and Council Tax setting reports were due to be considered by the Worthing Executive on Monday 5 February 2018 and the Adur Executive on Tuesday 6 February 2018. Both the Estimates for Adur District Council and Worthing Borough Council included their respective share of the cost of the Joint Strategic Committee.

The report included the following appendices:-

- (i) Appendix 1 - 5 year forecast for the Joint Strategic Committee
- (ii) Appendix 2 - Proposals for investment in services
- (iii) Appendix 3 - Summary of Executive Member Portfolio budgets for 2018/19

A Member sought clarification regarding 'additional capacity for the Major Projects Team' and where this would be directed. Officers advised that there would be no reduction in capacity to support projects in Adur.

It was noted that the Head of Major Projects post would be instrumental in the delivery of major projects and key infrastructure, with the majority of work being undertaken on Worthing sites. Therefore, it was proposed that the post be funded as follows:-

- Adur District Council - £3,440;
- Worthing Borough Council - £65,310.

Decision,

The Joint Strategic Committee

- (a) considered and approved the proposals to invest in services outlined in Appendix 2;
- (b) agreed to the proposed 2018/19 budget detailed in Appendix 3, subject to any growth proposals approved by members.

JSC/077/17-18 Community Infrastructure Levy - Governance Arrangements

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.

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

It was noted that although the issue of CIL governance had been considered at a high level in previous reports, it was now the right time for the Council to establish a clear CIL Governance structure to oversee the collection, auditing and spending of CIL monies.

The report proposed the key governance arrangements for the delivery of infrastructure through CIL. It then summarised some of the additional issues that would be resolved once those mechanisms were in place. The protocols proposed would ensure that CIL was managed in an open way and in accordance with the CIL regulations.

The Committee noted that the Countywide Health & Wellbeing Board had recently received a paper about development across West Sussex and its impact on a variety of health issues, particularly community pharmacy. It was suggested that community pharmacy be considered alongside other healthcare facilities under the Regulation 123 list.

Decision,

The Joint Strategic Committee

- i) agreed to the broad principles set out in the report for future CIL governance arrangements,
- ii) agreed to establish a Joint Officer Member Board, as set out in paragraph 2.6;
- iii) agreed the timeline and process of the preparation of the Infrastructure Business Plan as set out in Appendix 2; and
- iii) agreed that 5% of CIL collected should be ring fenced to pay for administering the collection and monitoring of CIL spend.

JSC/078/17-18 Costume Research Centre - Museum Proposal

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 8.

The report proposed to kick start the museum development by completing works on the Costume Research Centre at the Museum, allowing the nationally significant collection to be moved to the new location on the ground floor, making it accessible to TV and film companies, fashion houses, historic researchers, students of costume and fashion. This would enable the development of a new income stream for the Museum.

The Committee was informed that this key element of the Museum's development would demonstrate a commitment to the larger project and increase the success of external funding bids to trusts.

This was one of the first external funding bids to the Clore Foundation and if successful, works could begin in the summer 2018.

Members expressed support for the proposals.

Decision,

The Joint Strategic Committee

- i) approved the release of £50,000 from the Leisure Lottery and other Partnerships Reserve to enable the Costume Research Centre to be completed in the next six months and amend the capital programme accordingly;
- ii) noted that this will establish a new element of work for the museum giving the team the ability to respond positively to the many requests for access to the collection creating unique opportunities for students and a new income stream from the commercial bookings.
- iii) Note that having the space refurbished prior to the main building works will give a space for talks, workshops and consultation when the majority of the building is potentially closed between September 2019 - July 2020.

JSC/080/17-18 Shoreham Airport

Before the Committee was an exempt 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 10.

The report concerned the lease of Shoreham Airport, the freehold of which was owned jointly by Worthing Borough Council (one third) and Brighton & Hove City Council (two thirds).

Revised Heads of Terms were tabled for the Committee's consideration.

The Committee were advised that recommendation 2.3 should be amended to read 'in consultation with the Leader of Worthing Borough Council' rather than 'in consultation with the Leaders of Adur and Worthing Councils'.

Decision,

The Joint Strategic Committee

- 2.1 agreed in principle to the grant of four new 350 year head leases as detailed on the Plan at Appendix 1 in return for:
 - 2.1.1 the payment of the outstanding deferred consideration owed;
 - 2.1.2 the payment of a lease premium to be apportioned across the four new leases (value to be determined by an external valuer);
 - 2.1.3 change of uses and other terms altered as per the heads of terms;
- 2.2 noted that a joint external valuation of the above premium for the proposed lease structures is being commissioned with Brighton & Hove City Council and that the outcome of this will inform the final premium agreed;
- 2.3 delegated agreement of the detailed lease terms and all other steps necessary to enable the proposals outlined in this report to proceed to the Director for the Economy in consultation with the Leader of Worthing Borough Council.

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:

Nil

Councillor Daniel Humphreys
Leader of the Council

Local Government Act 1972 Background papers

Reports and Record of decisions of various are available on the Council's web site www.adur-worthing.gov.uk or as indicated in each of the paragraphs above. Some of the reports contain exempt information and not fully published on the websites.

