



**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**

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**Executive Member for Digital and Resources**

W/RES/004/17-18 Irrecoverable Debts

W/RES/005/17-18 Irrecoverable Debts - Council Tax and National Non-Domestic Rates

JAW/015/17-18 Decision to enter into Works Contract for Demolition of Teville Gate

**Executive Member for Customer Services**

JAW/016/17-18 Programme of works to HRA properties to comply with Landlord Compliance Requirements

**Executive Member for the Environment**

-

**Executive Member for Health and Wellbeing**

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## **B. Decisions taken by the Joint Strategic Committee on 6 March 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/](http://www.adur-worthing.gov.uk/your-council/)

The matters not appearing elsewhere on the agenda:

### **JSC/085/17-18 3rd Quarter Capital Investment Programme & Projects Monitoring 2017/18**

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 updated the Joint Strategic Committee on the progress made on the 2017/18 Capital Investment Programmes for Adur District Council and Worthing Borough Council. The programmes included schemes which supported the delivery of services by the Joint Strategic Committee.

A Councillor queried why the '*summary of the progress of all schemes in the 2017/18 Capital Investment Programme*' was available on the intranet but hadn't been included with the report. Officers advised that this would be shared electronically in future.

Highlighting the delay to car park improvements at the Riverside (Lower Beach) Car Park resulting from the Coast Protection Tidal Walls Scheme, a member asked if the £50,000 compensation to the contractor should be paid by the Environment Agency rather than Adur District Council. Officers advised that there had been discussions with the Environment Agency, who had agreed in principle, to provide a refund for the delays caused to the car park project.

#### **Decision:**

The Joint Strategic Committee:-

- (a) With respect to the Capital Investment Programme of Adur District Council  
(not included here)
- (b) With respect to the Capital Investment Programme of Worthing Borough Council
  - 2.1 noted the reprofiling and likely phasing of the Worthing Borough Council capital schemes.
  - 2.2 approved the replacements of 14 town centre CCTVs funded from underspends in the 2017/18 Capital Investment Programme, and the

- amendment to the 2017/18 Capital Investment Programme to include this scheme.
- 2.3 approved the purchase of 4 vans for the delivery of the new public convenience cleaning contract funded from underspends in the 2017/18 Capital Investment Programme, and the amendment to the 2017/18 Capital Investment Programme to include this scheme.
  - 2.4 approved the purchase of vibration safety equipment for Parks employees at a cost of £7,300 funded from underspends in the 2017/18 Capital Investment Programme, and the amendment to the 2017/18 Capital Investment Programme to include this scheme.
  - 2.5 approved the replacement of the Town Hall fire alarms at a cost of £25,000 funded from underspends in the 2017/18 Capital Investment Programme, and the amendment to the 2017/18 Capital Investment Programme to include this scheme.
  - 2.6 noted the estimated overspend of £100,000 on the removal of the asbestos from the Town Hall roof space funded from underspends in the 2017/18 Capital Investment Programme.
  - 2.7 agreed the amendment to the 2017/18 Capital Investment Programme to include the Environment Agency Grant of £7,442.50 for the Adur Beach Management Plan.

### **JSC/086/17-18      3rd Quarter Revenue Budget Monitoring 2017/18**

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 updated the Joint Strategic Committee with the latest expenditure and income projections for each Council in the current financial year 2017/18, compared to the Revenue Budget approved by both Councils on the 23 February 2017 (Adur District Council) and 21 February 2017 (Worthing Borough Council).

The Committee noted the projected outturn positions as at quarter 3 which were underspends of £14,000 in Adur District Council and £46,100 in Worthing Borough Council. This was lower than anticipated in quarter 2 when underspends of £176,000 and £117,000 were being forecast in Adur and Worthing respectively.

The areas that had contributed to the net movement were highlighted in the report and appendix 4(b) and included; External borrowing costs, investment income, Minimum Revenue Provision, Homelessness and income from Environmental Services, Development Management, Building Control, and property investments. Income and expenditure would continue to be monitored against budget.

Whilst the 'spend to date' would be the position as at the 31 December 2017, the forecast position would reflect the latest information available as at 31 January 2018 to ensure an up-to-date forecast was presented.

A Member highlighted the vacancy saving target outlined in paragraph 4.11 and queried how many posts were vacant and the impact this was having on capacity. Officers advised that the vacancy provision was based on approximately 3% of the salary budget, which although a large figure, was a small percentage. Provision was based on the natural recruitment lag the Councils had when a post became vacant, it may take up to 3 months to fill it.

### **Decision,**

The Joint Strategic Committee noted the report and projected outturn position for the Joint, Adur and Worthing Revenue Budgets and proposed use of reserves.

### **JSC/087/17-18      Fairer Funding Review**

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.

Funding allocations to Local Government as outlined in the local government finance settlement were based on an assessment of individual council's relative needs and resources. The current allocations were based on formulas which were introduced over 10 years ago and which had not been updated since the introduction of the 50% business rate retention system in 2013/14. Consequently the allocations were now significantly out of date.

In the intervening time, changes to demographic pressures had impacted on the cost of delivery of services, particularly those services aimed at older persons. The Government announced a review last year to address concerns about the fairness of the local government funding allocations in recognition of the fact that the allocation of funding no longer reflected current demography and cost pressures.

The funding allocations not only influenced the amount of Revenue Support Grant that the Councils received, but also the amount of business rate income that could be retained via the Business Rate Retention Scheme (BRSS).

The report outlined the proposed response of the technical consultation on the fairer funding review (FFR). The consultation focused specifically on potential approaches that had been identified to measure the relative needs of local authorities. The consultation was released on the 19 December 2017 as part of provisional settlement and was due to close on the 12 March 2018.

A Member suggested the following:-

- the response to question 8 could have included visitor numbers to Worthing;
- the response to question 18B could have made reference to the cost of housing, building land and the shortage of both; and

- the consultation response should include a general comment about the unfairness of the funding review with the Councils lobbying for a special safety net with transitional provisions and equalisation.

Officers advised that the inclusion of visitor numbers had been considered, however, these generally benefited cities rather than districts because of the inclusion of commuters. In regards to the key cost drivers, the Committee were advised that the relationship between local housing allowance and the local housing market was the most important. This was illustrated by the higher cost pressures in Worthing resulting from the relatively low housing allowance in comparison to high market rents. In addition, Officers advised that it was highly likely that there would be some sort of transition arrangement and two further consultations were due on this matter. One of these would inevitably look at transition arrangements for moving from one funding system to another and would provide a better place to start to lobby for what the Councils would like to see.

### **Decision,**

The Joint Strategic Committee approved the draft consultation response detailed in Appendix 1 and delegated any final amendments to the Chief Financial Officer in consultation with the Executive Members for Resources.

### **JSC/088/17-18 Brighton Mainline Alliance - supporting our Regional Infrastructure properties**

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 Coast to Capital LEP area, which runs from South London to Brighton and across the coast to Chichester, needed significant long-term rail investment to support a growing regional economy and maintain its competitive advantage, protecting the economic potential of the region and the contribution made to the wider economy.

Network Rail had identified the Brighton Mainline (BML) as the top priority for investment in the region and had proposed upgrades that included enhancement to the Windmill Bridge Junction, just outside East Croydon Station, and a major redevelopment of the station itself.

The Windmill Bridge Junction scheme would deliver a significant increase in regional rail capacity. Unlocking the bottleneck at Windmill Bridge Junction would enhance connectivity, capacity and resilience, and drive both growth and productivity throughout the region. Greatly improving links to London and international connectivity.

Coast to Capital LEP was leading a regional campaign to target Government investment in the rail infrastructure in Croydon, specifically targeting a Government commitment to the detail of the project at Budget 2019. The campaign, called the Brighton Mainline

Alliance, had strong cross-party support and was backed by regional businesses and business organisations. Included within these was the Greater Brighton Economic Board.

The scheme was costly, complex and of national significance, and Government had recently commissioned further work to develop the business case. Funding could be taken for granted, with many other regions in the UK proposing their own railway schemes for development. A joined up commitment to the development of the region through local authority and business voices, via the BMA, would encourage the Government to support economic growth in the Coast to Capital area.

Members expressed their support for the proposals acknowledging that other infrastructure, including the A27, needed improvement too.

### **Resolved,**

That the Joint Strategic Committee:-

- endorsed Adur & Worthing Councils adding their support to the Brighton Mainline Alliance in their advocacy for vital investment to infrastructure through the Windmill Junction Scheme;
- noted there were no resources required in the Councils' support of the Brighton Mainline Alliance.

### **JSC/089/17-18      Worthing Crematorium Improvements**

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 9.

The report sought approval for the virement of underspends from this year's Capital investment programme to the scheme for improvements to Worthing Crematorium.

Following consultation with the Head of Environment and Crematorium staff the original remit was revised to take into account the future needs of the service. A revised estimate was subsequently carried out by external consultants also taking into account out of hours working, which has indicated a shortfall of £144,500 within the current approved budget.

Members expressed their support for the proposals.

### **Decision,**

The Joint Strategic Committee approved the virement of £144,500 from the underspends in the current 2017/18 Capital Investment Programme.

### **C. Decisions taken by the Joint Strategic Committee on 10 April 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/](http://www.adur-worthing.gov.uk/your-council/)

The matters not appearing elsewhere on the agenda:

#### **JSC/096/17-18 Delivering our Housing Strategy - Review of Progress 2017-2018**

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 5.

The Adur and Worthing Councils Housing Strategy 2017-2020 'Housing Matters' outlined a vision for our communities where everyone could have a place they could call home. The Councils recognised that having a secure and safe home, not just a place to sleep, was one of the most important factors in enabling local communities to be ambitious, prosperous and resilient.

The report updated Members on all of the activities and outcomes that had been achieved to date in delivering the strategy, as well as highlighting challenges and opportunities for the future. The Committee noted that the strategy had three broad areas of focus; preventing homelessness, developing the supply of new homes and improving Adur Council's role as Landlord. It was also noted that the biggest change in legislation to impact statutory housing services had also now been implemented, the 'Homelessness Reduction Act'.

The report provided details of work that had been undertaken over the past year, including work to secure Emergency and Temporary accommodation and to deliver the repairs and maintenance programme. The latter included a project to deliver a digital tool for reporting and managing the delivery of repairs.

A Member asked a question regarding 'Temporary Accommodation and engagement with Private Sector Landlords'. Officers agreed to provide a response following the meeting.

The Committee was advised that the Albion Street project would deliver houses towards the Council's housing quota whilst also providing brand new social housing. Residents had shown a real interest, with a 150 of them attending a recent public meeting about the project. It was noted that Cecil Norris House was the next project in the pipeline following completion of work at Albion Street.

**Decision:**

The Joint Strategic Committee noted and commended the contents of the report.

**JSC/099/17-18      Brooklands Park - Update on the actions made to date**

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 the Committee on the progress made on the project to dredge Brooklands Lake and also the associated environmental enhancements of the islands, margins and Valley Gardens section of the Teville Stream. It was noted that weather conditions had not been favourable since the commencement of the project. As a result, the completion date had been delayed by two months.

The report provided information on the successful formation of a Friends of Brooklands Park group and also the creation of a Master Plan, following a public consultation exercise to set out the Council's future aims and objectives for the park.

Members welcomed the update, acknowledging that communication regarding the project had significantly improved and the success of the 'friends of Brooklands Park' group.

**Resolved,**

That the Joint Strategic Committee noted the progress made on:-

- the dredging of the lake and associated environmental enhancements of the islands, margins and Valley Gardens section of the Teville Stream;
- the revised date for for the completion of the above project;
- the successful formation of a Friends of Brooklands Park; and,
- the creation of a Master Plan, following a public consultation exercise to set out the Council's future aims and objectives for the park.



**JSC/100/17-18      Motion on Notice from Worthing Borough Council - Ethical Landlord Scheme**

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.

Councillor Hazel Thorpe attended the meeting and presented the motion to the committee.

The Committee was asked to consider the details of a Motion on Notice, submitted by Councillor Thorpe, referred from the December 2017 Worthing Borough Council meeting. The Motion had been proposed and seconded and was attached as Annex A.

It was for the Committee to consider and determine whether to accept the Motion as submitted, the background paper provided by Councillor Thorpe was included as Annex B. If the Committee accepted the Motion, Officers would be tasked with producing an outline proposal for a future meeting of the Joint Strategic Committee. If the Committee did not accept the motion, no further action was required.

Members thanked Cllr Thorpe for the motion but raised concerns regarding the cost of the feasibility scheme, how the proposals would bring added value and what work would have to stop in order for the proposals to be implemented. It was suggested that a considerable amount of the work was being done already but it was not the right time to do something on this scale.

**Decision,**

The Joint Strategic Committee agreed to follow '*Option 1: Continue with current activities to strengthen relationships between the private rented sector and the Councils*' in response to the Notice of Motion, taking into account the information provided to the Committee in the report.

**JSC/101/17-18      Worthing Borough Council's Relationship with Worthing Homes**

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 10.

The report advised the Committee of the statutory changes affecting the relationship between Worthing Borough Council (WBC) and Worthing Homes Limited (WHL).

The Committee was asked to note the impact of the statutory changes on Board Membership and voting rights and authorise and instruct the Director for Communities to renegotiate the contractual agreement between WBC and WHL in

light of the changes, ensuring continued engagement and the promotion of a positive relationship between WBC and WHL.

It was noted that WHL were actively considering converting their status to that of a Community Benefit Society (CBS) with Charitable Objectives. A CBS was not a company despite sharing many characteristics with a company. It was a body corporate and its assets were vested in the organisation itself with the shareholders having limited liability. CBS's were almost always formed for not-for-profit purposes. They were governed by the Co-operative and Community Benefit Societies Act 2014. A charitable CBS must have entirely charitable objectives.

In order to convert, WHL would need to call and hold a general meeting of its shareholders and would need a majority vote of 75% to convert from a company to a charitable CBS.

### **Decision,**

The Joint Strategic Committee:-

- 1.1. noted the statutory changes impacting on Worthing Borough Council's relationship with Worthing Homes Ltd as a result of the new Regulations effective from 16 May 2018;
- 1.2. delegated to the Director for Communities, in consultation with the Leader of Worthing Borough Council, to negotiate with Worthing Homes Ltd and enter into contractual arrangements relating to the number of Worthing Borough Council Elected Members on the Board, the position of the Council in relation to attendance / feedback from shareholder meetings, and any other matters that were pertinent to the future of the relationship;
- 1.3. noted the change to be made to the Scheme of Officer delegations by the Monitoring Officer under her delegated powers removing the Head of Housings' authority to cast the Council's vote at meetings of WHL with effect from 16th May 2018, and delegated authority to the Monitoring Officer to make other consequential amendments to the constitution.

### **JSC/102/17-18      Colonnade House Digital Hub**

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 11.

The report set out the preferred approach for the development of a Digital Hub at properties No 5 and 7 High Street, Worthing, which would be operated alongside Colonnade House to create a combined Creative Digital Hub, providing additional flexible workspace for small and start-up digital / tech companies.

Members expressed their support for the proposed project.

### **Decision,**

The Joint Strategic Committee

- i) agreed the preferred approach for the creation of a Digital Hub for Worthing;
- ii) approved a budget envelope of up to £140,000 to purchase the freehold of No. 5 High Street, Worthing (and associated costs) to complete the site assembly for the project;
- iii) agreed to amend the Worthing Borough Council capital programme to include the new scheme.

### **JSC/103/17-18      Union Place Redevelopment**

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 12.

The report provided details of a proposal to work in partnership on an innovative approach to delivering redevelopment of the Union Place site. A confidential appendix to the report contained the Heads of Terms of the proposed agreement, together with associated financial, procurement and legal advice.

The Committee was advised that Union Place was a site of vital importance to the future of Worthing, where a suitable intervention could make all the difference. It was noted that Worthing Borough Council had successfully bid to the Coast to Capital Local Enterprise Partnership for £5.6m toward Town Centre regeneration and some of this money had been used to purchase Union Place. The acquisition of which was completed in January 2018.

A number of potential development vehicles were available and the report set out a number of the risks and opportunities and pros and cons. The particular benefits of a partnership approach, in terms of sharing risk and pooling resources, were

highlighted. The proposed partner was London and Continental Railways (LCR), a 100% government owned company with a mandate to pick up the Government's drive for new homes and jobs who had considerable experience of unlocking complex developments.

Members were informed that the benefits of working with LCR included the potential access to equity from high profile development partners and access to specialist skills and resources that were not readily available elsewhere.

The Committee was informed that the proposed model of land pooling was both a sensible way forward and an innovative approach to sharing both risk and reward. The Council would benefit from an upfront injection of resource and both partners were incentivised to work at pace to deliver a good outcome for Worthing.

It was noted that there were risks and if the partnership did not work out, the leased land would revert back to the Council and costs would be apportioned between the partners.

Members welcomed the proposals and the opportunity to work with LCR who would provide expertise and bring specialist skills into the town.

## **Decision,**

The Joint Strategic Committee:-

- 2.1 agreed to delegate to the Director for the Economy, in consultation with the Leader of Worthing Borough Council and Executive Member for Regeneration, the authority to enter into a Land Pooling Agreement, in accordance with the Heads of Terms set out in the Exempt Appendix 1 for the purpose of securing the development or sale of the combined Union Place Site,
- 2.2 agreed to delegate to the Director for the Economy, in consultation with the Director for Digital and Resources, the authority to continue to negotiate terms of the draft Heads of Terms set out at the Exempt Appendix 1 and to make minor amendments;
- 2.3 agreed to delegate to the Director for the Economy in consultation with the Leader of Worthing Borough Council and Executive Member for Regeneration the authority to dispose of land known as High Street Car Park to London and Continental Railways Ltd at a value to be agreed, subject to an independent valuation and in accordance with the Council's statutory best value obligations;

- 2.4 appointed the Chief Executive and the Director for the Economy to sit on a jointly established Strategic Board with Senior Officers of LCR and to act as the Council's representatives, and to have the authority to exercise all Executive functions, (subject to paragraph 2.5 below) relevant to the development of the Site, on behalf of Worthing Borough Council, subject to them acting within approved budgetary limits and legal, constitutional and governance arrangements;
- 2.5 requested that a report be brought back in October 2018 to update the Committee on progress and developments, to consider an options appraisal for the Site and to consider and approve a Development Strategy for the Site;
- 2.6 requested that a report be brought back in due course with any proposals in respect of other Sites being incorporated into a Wider Land-pooling Agreement.

#### **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](http://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.