

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

Remote Meeting via Zoom

1 December 2020

Councillor Daniel Humphreys (Chairman)

Adur District Council:

Councillor Neil Parkin
Councillor Angus Dunn
Councillor Brian Boggis
Councillor Kevin Boram
Councillor Emma Evans
Councillor Carson Albury
*Councillor David Simmons

Worthing Borough Council:

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

*Absent

JSC/73/20-21 Declarations of Interests

Councillor Kevin Boram declared a pecuniary interest in Item 18 and advised that he would leave the meeting during its consideration.

JSC/74/20-21 Minutes

Resolved that the minutes from the Joint Strategic Committee meeting held on 3 November 2020, be approved as an accurate record and signed by the Chairman.

JSC/75/20-21 Public Question Time

There were no public questions received in advance of the meeting.

JSC/76/20-21 Items Raised under Urgency Provisions

There were no items raised under urgency provisions.

JSC/77/20-21 Chief Executive's use of Urgency Powers during the Covid-19 Global Pandemic

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.

Due to the current pandemic situation it had been necessary for the Councils to respond very quickly during the emergency which had necessitated, on some occasions, needing to make decisions as a matter of urgency.

The Chief Executive had therefore been called upon to use his powers to make an urgent decision regarding the payment of grants to businesses and the report advised Members of the Executive of the executive decision made, and asked for their endorsement of those decisions.

The Committee noted that to date, Adur District Council had received 257 applications for LRSG and had approved / paid 205, Worthing Borough Council had received 656 applications for LRSG and had approved / paid 582.

The Committee was advised that to enable the Councils to issue further covid business grant funding during transitions between tiered systems, the following additional delegation was proposed

"The Joint Strategic Committee was further recommended to delegate authority to the Chief Executive to administer grant funding associated with future tiered covid alert levels. This would include the requirement to create associated budgets to enable schemes to be delivered."

The recommendations, as amended, were proposed by Councillor Daniel Humphreys, seconded by Councillor Kevin Boram and were unanimously supported by the Committee.

Decision:

The Joint Strategic Committee

- noted the content of the report and endorsed the decisions made by the Chief Executive; and
- delegated authority to the Chief Executive to administer grant funding associated with future tiered covid alert levels. This would include the requirement to create associated budgets to enable schemes to be delivered.

Call In:

The call-in deadline for this decision will be 5.00pm on 11 December 2020.

JSC/78/20-21 "Platforms for our Places: Going Further" 6 Month Progress Report July to December 2020

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 6.

This was the 6 monthly report informing the Committee of the Councils progress against the commitments set out in *"Platforms for our Places : Going Further"*.

The Councils had been clear that *"Platforms for our Places : Going Further"* was an ambitious strategic programme designed to help create the healthy, prosperous and well connected communities that local residents wished to see.

The impact of the Covid-19 pandemic, had inevitably had an impact on progress against some of the commitments and those were specifically identified in the report. In some areas the impact of the pandemic had enabled the Councils to develop things further and faster (for example economic interventions) than might otherwise have been the case. This report also picked up progress against the “*And Then ...*” objectives (Adur & Worthing Councils response to the easing of the first national lockdown).

The Committee welcomed the update and thanked teams for all of the work undertaken.

The recommendations in the report were unanimously supported by the Committee.

Decision:

The Joint Strategic Committee noted and considered the 6 months progress report on the implementation of “*Platforms for our Places : Going Further*” and “*And Then ...*” over the period July to December 2020 and agreed to refer the report to Joint Overview and Scrutiny Committee for their consideration.

Call In:

The call-in deadline for this decision will be 5.00pm on 11 December 2020.

JSC/79/20-21 2nd Revenue Budget Monitoring Report (Q2)

Before the Committee was a report by the Director for Digital, Sustainability & 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 updated the Committee with the latest expenditure and income projections for each Council in the current financial year 2020/21, compared with the Revenue Budget approved by both Councils in February. Whilst the 'spend to date' would be the position as at the 30th September 2020, the forecast position reflected the latest information available to ensure an up-to-date forecast was presented.

As at quarter 2, the projection for the 2020/21 financial year were net operational budget overspends of £920,000 in Adur and £3,897,000 in Worthing. Government funding in the form of grants and the Income Guarantee Scheme would offset this and it was estimated that the outturn position would be a net underspend of £376,000 in Adur and a net overspend in Worthing of £9,000. A breakdown was set out in section 4.4 of the report.

The recommendations in the report were unanimously supported by the Committee.

Decision:

The Joint Strategic Committee

- I. noted the report and projected outturn position for the Joint Committee, Adur District Council and Worthing Borough Council against the approved revenue budgets and proposed use of reserves; and

- II. noted the revised 2019/20 outturn position and use of reserves for Adur District Council and Worthing Borough Council against the approved 2019/20 revenue budgets.

Call In:

The call-in deadline for this decision will be 5.00pm on 11 December 2020.

**JSC/80/20-21 2nd Quarter Capital Investment Programme & Projects
Monitoring 2020/21**

Before the Committee was a report by the Director for Digital, Sustainability & 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 8.

The report updated the Committee on the progress made on the 2020/21 Capital Investment Programmes for Adur District Council, Worthing Borough Council. The programmes included schemes which supported the delivery of services by the Joint Services Committee.

The recommendations in the report were proposed by Councillor Daniel Humphreys, seconded by Councillor Val Turner and unanimously supported by the Committee.

Decision:

The Joint Strategic Committee

(a) With respect to the Capital Investment Programme of Adur District Council

- i. noted the reprofiling of the Adur District Council capital schemes as advised in paragraphs 7.1.1 and Appendix 3;
- ii. approved the bringing forward of the budget for tree replacements from 2021/22 to 2020/21 to replace trees affected by Ash Dieback as detailed in paragraph 7.1.3;
- iii. approved the virement of £50,000 from the Sompting Play Area improvements to fund a hard standing area and recreational equipment at Buckingham Park and include the new scheme in the 2020/21 Capital Investment Programme as detailed in paragraph 7.1.4;
- iv. approved the virement to fund the current overspend on the refurbishment of Fort Haven Public Conveniences as detailed in paragraph 7.1.5.

b) With respect to the Capital Investment Programme of Worthing Borough Council

- i. noted the reprofiling of the Worthing Borough Council capital schemes as advised in paragraphs 7.2.1 and Appendix 4;

- ii. approved the bringing forward of the budget for tree replacements from 2021/22 to 2020/21 to replace trees affected by Ash Dieback as detailed in paragraph 7.2.2;
- iii. noted the urgent replacement of the Splashpoint Building Management System and approved the addition of these works to the 2020/21 Capital Investment Programme funded from underspends as detailed in paragraph 7.2.3;
- iv. approved the virement of £142,2000 to fund the shortfall on the Connaught Theatre Auditorium and Ritz Studio ventilation schemes as detailed in paragraph 7.2.4;
- v. approved the virement of £20,000 to fund the new Time for Worthing website and the inclusion of this project in the 2020/21 Capital Investment Programme as detailed in paragraph 7.2.5.

Call In:

The call-in deadline for this decision will be 5.00pm on 11 December 2020.

JSC/81/20-21 Towards a sustainable financial position - Budget update

Before the Committee was a report by the Director for Digital, Sustainability & 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 provided members with a progress report on the delivery of the financial strategy for 2021/22, along with details of the proposals that would help deliver a balanced budget for the next financial year and beyond

The report outlined the medium term financial challenge through to 2025/26 and updated members, where possible, on government funding proposals.

Contained within the report were specific budget proposals to increase income, to deliver efficiency, and other savings initiatives for 2021/22. Members were asked to support the savings proposals.

The recommendations in the report were proposed by Councillor Daniel Humphreys, seconded by Councillor Neil Parkin and unanimously supported by the Committee.

Decision:

The Joint Strategic Committee

- i. noted the current 5 year forecasts;
- ii. noted the committed growth items as set out in appendix 2;
- iii. approved the proposed savings as set out in appendix 3;
- iv. recommended that Adur and Worthing Councils approve the use of capital resources to fund savings proposals as set out in the capital flexibilities schedule in Appendix 4.

Call In:

The call-in deadline for decisions (i), (ii) and (iii) will be 5.00pm on 11 December 2020.

There is no call-in for recommendation (iv) to Adur and Worthing Councils.

JSC/82/20-21 Investing in our Places - Capital Programme 2021/22 to 2023/24

Before the Committee was a report by the Director for Digital, Sustainability & 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.

Every year the Councils approved a two year capital programme on a rolling basis. Last year the Councils approved a two-year programme for 2020/21 to 2021/22, members were now asked to approve the new schemes for 2022/23 to create the next two year programme along with a further indicative year. The report recommended:

- changes to the currently approved 2021/22 Capital Investment Programme for Adur District Council, Worthing Borough Council and the Joint Strategic Committee;
- the schemes for inclusion in the overall Capital Investment Programmes for 2022/23; and
- an indicative list of schemes for 2023/24 which would be confirmed next year.

The report also informed the Committee of the resources available for future capital investment, and updated Members about the financing of the proposed programmes.

Members welcomed the proposals whilst acknowledging the value of investment in Adur and Worthing to maintain and improve.

The recommendations in the report were proposed by Councillor Daniel Humphreys, seconded by Councillor Kevin Jenkins and were unanimously supported by the Committee.

Decision:

The Joint Strategic Committee

- a) considered the General Fund Capital Investment Programmes for 2022/23 and 2023/24 and confirmed the schemes to be included as detailed in Appendix 2, 3 and 4;
- b) approved the changes to the General Fund Capital Investment Programme for 2021/22 as detailed in Appendix 2 and 3;
- c) recommended the full programme detailed at Appendices 5 and 6 for approval by the respective Councils on the 17th December 2020 (Adur) and 15th December 2020 (Worthing).
- d) noted the amendments and additions to the reserve lists as detailed in Appendices 7 and 8;

Call In:

The call-in deadline for decisions (a), (b) and (d) will be 5.00pm on 11 December 2020.

There is no call-in for recommendation (c) to Adur and Worthing Councils.

JSC/83/20-21 Mid Year Review of Treasury Management 2020-21, Adur District Council and Worthing Borough Council

Before the Committee was a report by the Director for Digital, Sustainability & 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 asked Members to note the Treasury Management mid-year performance for Adur and Worthing Councils at the 30 September 2020, as required by regulations issued under the Local Government Act 2003.

The Committee was informed that from 26 November the PWLB had reduced borrowing rates to gilt plus 100 basis points which would support the Councils capital projects in the future.

The recommendation in the report was unanimously supported by the Committee.

Decision:

That the Joint Strategic Committee noted the contents of the report and the changes to the investment limits which the Committee approved on 9th June 2020.

Call In:

The call-in deadline for this decision will be 5.00pm on 11 December 2020.

JSC/84/20-21 Council Tax Support Schemes for 2021/22

Before the Committee was a report by the Director for Digital, Sustainability & 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 12.

The Committee was asked to recommend to the respective Full Councils the Council Tax Support Schemes in respect of 2021/22.

Members welcomed the report and expressed support for the proposals.

The recommendations in the report were proposed by Councillor Daniel Humphreys, seconded by Councillor Heather Mercer and unanimously supported by the Committee.

Decision:

That the Joint Strategic Committee

- a) noted the content of the report;
- b) recommended to Adur District Council that the Council Tax Support scheme for Adur District Council in respect of working age customers for 2021/22
 - i. Should be based upon the scheme for 2020/21 with no restrictions; and
 - ii. No other changes should be made beyond necessary technical amendments required to keep the scheme consistent with the national rules in respect of Housing Benefit.
- c) recommended to Worthing Borough Council that the Council Tax Support scheme for Worthing Borough Council in respect of working age customers for 2021/22
 - i. Should be based upon the scheme for 2020/21 with the £5.00 weekly restriction retained; and
 - ii. That the discretionary budget to support those in severe financial difficulties should be retained; and
 - iii. No other changes should be made beyond necessary technical amendments required to keep the scheme consistent with the national rules in respect of Housing Benefit.

Call In:

The call-in deadline for decision (a) will be 5.00pm on 11 December 2020.

There is no call-in for recommendations to meetings of Adur and Worthing Councils, decisions (b) and (c).

JSC/85/20-21 Annual Summary of Risks and Opportunities

Before the Committee was a report by the Director for Digital, Sustainability & 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 13.

The report provided the annual updates on the Councils' Corporate Risks and Opportunities and their management.

The recommendations in the report were unanimously supported by the Committee.

Decision:

That the Joint Strategic Committee

- 1. noted the progress in managing the Corporate Risks and Opportunities;
- 2. agreed to receive a further annual progress report in Autumn 2021.

Call In:

The call-in deadline for this decision will be 5.00pm on 11 December 2020.

JSC/86/20-21 Review of the Risk & Opportunity Management Strategy

Before the Committee was a report by the Director for Digital, Sustainability & 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 14.

The report provided the detail of the updated Risk and Opportunity Management Strategy (ROMS) for the Councils for 2021 - 2023 which the Committee was requested to consider for approval.

The recommendations in the report were proposed by Councillor Daniel Humphreys, seconded by Councillor Carson Albury and were unanimously supported by the Committee.

Decision:

That the Joint Strategic Committee approved the adoption of the Risk and Opportunity Management Strategy 2021 - 2023, as set out at Appendix A, from 1 January 2021.

Call In:

The call-in deadline for this decision will be 5.00pm on 11 December 2020.

JSC/87/20-21 WorkspacesAW - Designing a new model of working following Covid 19

Before the Committee was a report by the Director for Digital, Sustainability & 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 restrictions imposed to help control Covid-19 changed how the Councils worked and how they provided services overnight. Most notably, the requirement to work from home where possible resulted in a significant reduction in staff coming into the office. Those changes were implemented successfully with a very limited impact on service delivery.

The lessons learnt as a result of the changes provided an opportunity to review how office based services worked once restrictions were eased, designing a more flexible way of working that realised multiple benefits including:

- reduced office footprint, enabling the leasing of space, generating a **net annual revenue saving of £179,740** to support the Councils' medium term financial strategy;
- the operational efficiencies generated by the scheme would create the financial capacity for the **investment in buildings, office space and technology needed to unlock the revenue savings**;
- **vital increased capacity and modernisation of core ICT connectivity**, upgrading WiFi at all Council sites (not just Town Hall and Portland House) and further improving remote working services, creating the necessary stability and capacity for increased data traffic (e.g. video), fast and reliable access to systems, and addressing remaining resilience risks by removing routing via the Town Hall for some key services;

- providing the necessary **building and equipment changes** and upgrades to the Town Hall to accommodate more staff, all delivered **prudently**, e.g. ensuring that office furniture and other equipment was reused and recycled appropriately;
- Redesigning how we provide services in line with the Councils Good Service standard, with a particular emphasis on **service accessibility** and increased use of digital channels such as video appointments;
- a more **flexible workforce**, able to work from any location with effective and resilient technology, improving the Councils ability to recruit and retain;
- higher levels of **staff satisfaction**;
- reduced **carbon emissions** associated with running offices and through reduced commuting and business travel.

Organisations across all sectors were reviewing their office accommodation, aiming to reduce overhead costs but also in recognition of the benefits to **recruitment and retention** for offering greater flexibility to staff.

The purpose of the report was to inform members of the work undertaken to date to assess the feasibility of the project and to seek the Committee's approval to release the funding to instigate the project to redesign how the Councils worked to realise the associated savings and benefits.

The Committee applauded the work that had gone into the proposals and recognised the need to be sensible with the use of office space. The Committee acknowledged that home working didn't suit everyone and highlighted the need to maintain the Councils duty of care to staff in relation to Health & Safety and equipment.

The recommendations in the report were proposed by Councillor Daniel Humphreys, seconded by Councillor Angus Dunn and unanimously supported by the Committee.

Decision:

That the Joint Strategic Committee

- a) noted the feasibility work undertaken to date, which concluded that there were significant opportunities to reduce the Council's office footprint, realise financial savings whilst delivering Good Services and creating an effective flexible working environment;
- b) noted the expected net annual savings of approximately £179,740;
- c) noted that project budget allocations were indicative at this stage, with 20% optimism bias and subject to detailed cost analysis and procurement;
- d) recommended that Adur and Worthing Councils approve a capital budget of £2,335,720, on an invest to save basis, as set out in section 7.5 of the report;

- e) agreed to delegate authority to the Executive Members for Resources to review the final business case and give authority to proceed;
- f) approved the use of capital receipts to fund the revenue costs associated with the project utilising the capital flexibilities as set out in paragraph 7.4 of the report.

Call In:

The call-in deadline for decision (d) will be 5.00pm on 11 December 2020.

There is no call-in for recommendations to meetings of Adur and Worthing Councils, decisions (a), (b), (c), (e) and (f).

JSC/88/20-21 Carbon Neutral 2030 - Developing opportunities for solar

Before the Committee was a report by the Director for Digital, Sustainability & 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 16.

The councils had committed under the Climate Emergency Declaration, to work towards being carbon neutral by 2030. A Carbon Neutral Plan set out pathways for the Councils to achieve the target.

Installing renewable energy technologies such as solar photovoltaics (PV) and the potential investment in large scale renewable energy generation were an important strand in the Carbon Neutral Plan to provide zero carbon power and to offset Council emissions.

A full review of solar investment opportunities had been undertaken on Council owned sites and a solar investment strategy developed. The study identified potential for up to 5MW of local renewable electricity generation, equivalent to a reduction of **one third of the Councils' carbon emissions**, (or enough to power 1,500 homes).

Subject to full business cases this would be made up of proposals for roof mounted solar on council buildings, solar carports, and a 3MW solar farm locally. Further work would also be undertaken to investigate the benefits of investing out of area in large solar schemes, in consultation with the Executive Members for Resources, and with the support of the Major Projects team, with the aim of offsetting residual council carbon emissions, while delivering an acceptable financial return.

Members expressed their support for the proposals and encouraged officers to look at all opportunities in relation to the Councils' buildings.

The recommendations in the report were proposed by Councillor Angus Dunn, seconded by Councillor Ed Crouch and unanimously supported by the Committee.

Decision:

The Joint Strategic Committee

1. approved the direction of travel proposed within the Solar Investment Strategy for investment in small, medium and large scale solar opportunities as set out at paragraph 8.1 in relation to rooftop solar PV and solar carports, to:
 - a) note that a report would be presented to the Executive Members for Resources early in the New Year, with a post procurement business case to proceed with a first phase of rooftop solar PV installations;
 - b) noted that a viability study for a solar carport at Pond Road car park would be produced; and that subject to a successful business case, a report would be brought before the Executive Members for Resources to approve proceeding with installation;
 - c) recommended that Adur District Council create an invest-to-save budget within the HRA Investment Programme of £100,000 for carbon reduction schemes funded through borrowing which could be released on the submission of a business case to the Executive Member of Resources.
2. In relation to a 3MW solar farm on council land, to:
 - a) approved the development of a feasibility study and business case from existing budgets;
 - b) noted that a report would be presented to the Joint Strategic Committee in 2021, if a viable business case was identified.
3. In relation to the potential purchase of large scale commercial solar farm outside the Adur & Worthing area, to:
 - a) acknowledged the strategic intention to explore potential projects for offsetting Council emissions in this way; and noted that if identified, a solar investment proposal and business case would be brought to the Joint Strategic Committee for consideration.

Call In:

The call-in deadline for decision 1(a) & (b), 2(a) & (b) and 3(a) will be 5.00pm on 11 December 2020.

There is no call-in for recommendations to meetings of Adur Council, decisions 1(c).

JSC/89/20-21 Litter Enforcement - East Hampshire District Council

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 17.

The report sought approval to extend the Adur and Worthing Councils litter and dog fouling enforcement authorisations under a deed of delegation to East Hampshire District Council Officers working under EH Commercial Services Ltd.

The Committee acknowledged the high level of public interest in this topic, welcomed the scheme and noted the flexibility in service deployment.

The recommendations in the report were proposed by Councillor Emma Evans, seconded by Councillor Neil Parkin and were unanimously supported by the Committee.

Decision:

That the Joint Strategic Committee

1. delegated authority to the Head of Environmental Services to enter a contractual arrangement with EHDC for the provision of delegated enforcement services for littering and dog fouling for an initial 12 month period. The contract must include EHDC's enforcement of littering and dog fouling within Adur and Worthing under a single deed of delegation, but separate administration of the scheme for the District and Borough to include service of Fixed Penalty Notices (FPNs), recovery of charges, management of bad debtors, and management of court hearings associated with non-payment;
2. delegated authority to the Head of Environmental Services to make contractual alterations regarding areas covered, number of patrols per week etc to ensure the service is fit for purpose at all times during the contracted period;
3. noted that the expenditure of £5,900 in order to set up AWCs on EHDC's back office administration system would be funded from the Councils' VAT contingency budget;
4. requested that the Head of Environmental Services report back to the Joint Strategic Committee 12 months into the scheme to ascertain success, and therefore future direction of the contract.

Call In:

The call-in deadline for this decision will be 5.00pm on 11 December 2020.

*AT 8.17PM

Adur Councillor Kevin Boram left the meeting prior to the consideration of Item 18

JSC/90/20-21 Extending natural habitat restoration: acquisition of Pad Farm

Before the Committee was a report by the Director for Digital, Sustainability & 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 18.

The report sought the Committee's approval for the purchase of Pad Farm, circa 45 acres of arable farmland in the Adur Valley for the purposes of preserving and enhancing the local natural environment.

Adur Council as landowner would develop plans in collaboration with the Adur Estuary Partnership to restore mudflat and saltmarsh habitat, undertaking tests and trials on managed realignment, consistent with the Adur Catchment Flood Management Plan, subject to successful applications for funding.

In seeking to take a stake, and restore natural habitat, Adur District Council was demonstrating leadership and foresight, recognising the multiple benefits of natural habitats such as natural flood risk management, biodiversity recovery, carbon storage and higher public amenity value.

The Committee noted that it was expected that the project would help develop the mechanisms for compensatory habitat payments from developers as well as other possible forms of investment, such as carbon storage.

The recommendations in the report were proposed by Councillor Angus Dunn, seconded by Councillor Neil Parkin and were unanimously supported by the Committee.

Decision:

That the Joint Strategic Committee

1. recommended that Adur District Council approve the purchase of Pad Farm at an overall cost of £324,000 (comprising a purchase price of £290,000 and up to £34,000 to cover the cost of acquisition including surveys, legal fees and stamp duty) funded by prudential borrowing;
2. delegated authority to the Head of Major Projects and Investment to agree detailed terms of the transaction and enter the contract for the purchase subject to a satisfactory legal and technical due diligence;
3. requested an update report within the next six months providing an overview of maintenance costs, along with a strategy for habitat restoration and an associated funding strategy;
4. agreed that the land would be held for the purposes of conserving and enhancing the natural environment; enhancing biodiversity; and contributing to the Council's ambition of being Carbon Neutral by 2030.

Call In:

The call-in deadline for decisions 2, 3 and 4 will be 5.00pm on 11 December 2020.

There is no call-in for recommendation 1 to Adur Council.

*** AT 8.25PM**

Adur Councillors Brian Boggis, Angus Dunn, Emma Evans and Neil Parkin left the meeting in accordance with the Joint Committee Agreement.

** The meeting was adjourned at 8.25pm and reconvened at 8.30pm*

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 19.

The Committee was informed that Worthing Borough Council was required to prepare a Local Plan establishing local planning policies for the Borough. After a number of years of preparation the Worthing Local Plan was entering the final stages towards adoption. The report summarised the progress made on the Plan and the key changes that had been made since the Draft Local Plan was published in 2018. This included a review of comments made by members of the Planning Committee (11th November).

The report clarified the next stage of the Local Plan preparation, referred to as the Regulation 19 Pre-Submission stage. This was the final stage of the statutory process before submission of the Local Plan to Government. It involved the formal publication of the Plan that the Council proposed to submit and interested persons were invited to make representations on the 'soundness' and legal compliance of the document. Representations made would be passed to the Inspector appointed by Government to examine the Local Plan for them to consider as part of the examination.

Subject to approval at Full Council (15th December) the Regulation 19 version of the Local Plan was expected to be published for consultation on 26th January.

The Committee welcomed the update of the plan and paid thanks to all those involved with this work.

The recommendations in the report were proposed by Councillor Kevin Jenkins, seconded by Councillor Daniel Humphreys and unanimously supported by the Committee.

Decision:

That the Joint Strategic Committee

- i. considered the officer's report, comments made by the Planning Committee (11/11/20), the key changes made to the Local Plan (Appendix 1) and the Proposed Submission Worthing Local Plan (Appendix 2).
- ii. was satisfied that the preparation of the Worthing Local Plan had complied with the relevant regulatory requirements. As such, the Committee recommended that Worthing Full Council (15th December) approve the Regulation 19 Pre-Submission Local Plan for publication in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012. Representations would be invited on the soundness and legal compliance of the plan.
- iii. delegated authority to the Head of Planning & Development in consultation with the Worthing Borough Council Executive Member for Regeneration, to make minor changes to the plan (if necessary), prior to the formal publication of the Local Plan for consultation. These would be limited to typographical, formatting, statistical updates and other minor amendments. Any such changes would be recorded in a schedule and published for transparency.

- iv. delegated authority to the Head of Planning & Development in consultation with the Worthing Borough Council Executive Member for Regeneration, to submit the Local Plan to the Secretary of State for independent Examination under section 20(7C) of the Planning Compulsory Purchase Act 2004 (as amended) together with the submission documents prescribed by Regulation 22 of the 2012 Regulations, following the conclusion of the Regulation 19 publication and a review of the representations received.
- v. authorised the Head of Planning & Development in consultation with the Worthing Borough Council Executive Member for Regeneration, to submit a schedule of proposed minor modifications (where it was necessary to correct any errors and aid clarity) and any proposed main modifications to the submitted Local Plan and associated documents to address any issues relating to soundness and legal compliance.
- vi. authorised the Head of Planning & Development in consultation with the Worthing Borough Council Executive Member for Regeneration, to make any main and additional modifications as part of the examination process and undertaking consultation that may be necessary on any consequential changes to the Submission version of the Local Plan (and associated documents) so that a post-Examination Adoption version could be finalised in advance of taking the Local Plan back to Full Council for approval to be adopted.

Call In:

The call-in deadline for decisions (i), (iii), (iv), (v) and (vi) will be 5.00pm on 11 December 2020.

There is no call-in for recommendation (ii) to Worthing Council.

JSC/92/20-21 Agreeing Priorities for remaining Local Growth Funding at Teville Gate

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 20.

The report sought agreement to spend Local Growth Funding allocated to the Teville Gate Project on supporting public realm improvements at Railway Approach, and the formative partnership with Vivid Homes to develop the site.

The recommendations in the report were proposed by Councillor Kevin Jenkins, seconded by Councillor Daniel Humphreys and unanimously supported by the Committee.

Decision:

The Joint Strategic Committee

- i. agreed to allocate the Coast to Capital Local Growth Funds to the initiatives set out in Section 4 of the report;

- ii. approved the creation of two new capital schemes:
 - Public Realm improvements at Railway Approach
 - Teville Gate Development

Call In:

The call-in deadline for this decision will be 5.00pm on 11 December 2020.

JSC/93/20-21 Next steps for the development of the Grafton Multi Storey Car Park Site

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 21.

The report updated members on recent progress in bringing forward Grafton Car Park for development and set out a programme of work for 2021.

The recommendations in the report were proposed by Councillor Kevin Jenkins, seconded by Councillor Daniel Humphreys and unanimously supported by the Committee.

Decision:

That the Joint Strategic Committee

1. noted the contents of the CBRE report set out at Appendix A;
2. agreed the work programme set out in paragraph Section 5 to procure a development partner for the site;
3. authorised the Head of Major Projects and Investments to continue with the Project as outlined and to enter into contracts for consultancy or advisory appointments which were necessary to progress the development, the costs of which would be met from the approved budget.

Call In:

The call-in deadline for this decision will be 5.00pm on 11 December 2020.

JSC/94/20-21 Referral of Motion on Notice from Worthing Borough Council

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 22.

The report set out a motion (attached as Appendix 1) referred from the meeting of Worthing Borough Council on the 20th October 2020.

Members of the Joint Strategic committee were asked to consider and determine the Motion by either supporting the motion and asking for further work to be carried out in this regard, or, by rejecting the motion.

Cllr Carl Walker attended the meeting to present the motion to the Committee.

The Committee thanked Cllr Walker for the motion, acknowledging that there was common agreement on this issue and that a cross party approach was required. However, the Committee stated that the Councils were already doing a lot of work in this area, therefore, it was not minded to declare a Poverty Emergency or establish an Advisory Group at this time.

The recommendations in the report were proposed for rejection by Councillor Daniel Humphreys, seconded by Councillor Val Turner and were unanimously supported by the Committee.

Decision:

That the Joint Strategic Committee rejected the motion.

Call In:

The call-in deadline for this decision will be 5.00pm on 11 December 2020.

The meeting was declared closed by the Chairman at 9.06 pm, it having commenced at 6.30 pm

Chairman