



ADUR & WORTHING  
COUNCILS

4 January 2021

<b>Joint Strategic Committee</b>	
<b>Date:</b>	<b>12 January 2021</b>
<b>Time:</b>	<b>6.30 pm</b>
<b>Venue:</b>	<b>Remote Meeting via Zoom</b>

**Committee Membership:**

**Adur District Council:** Councillors; Neil Parkin (Adur Leader), Angus Dunn (Adur Deputy Leader), Carson Albury, Brian Boggis, Emma Evans, David Simmons and Kevin Boram

**Worthing Borough Council:** Councillors; Daniel Humphreys (Worthing Leader), Kevin Jenkins (Worthing Deputy Leader), Edward Crouch, Heather Mercer, Elizabeth Sparkes and Val Turner

**Agenda**

**Part A**

**1. Declarations of Interests**

Members and officers must declare any disclosable pecuniary interests in relation 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.

**2. Minutes**

To approve the minutes of the Joint Strategic Committee meeting held on 1 December 2020, copies of which have been previously circulated.

### **3. Public Question Time**

To receive any questions from members of the public.

Questions should be submitted by **noon** on **Friday 8 January 2021** to Democratic Services,  
[democratic.services@adur-worthing.gov.uk](mailto:democratic.services@adur-worthing.gov.uk)

*(Note: Public Question Time will operate for a maximum of 30 minutes.)*

### **4. Items Raised under Urgency Provisions**

To consider any items the Chairman of the meeting considers to be urgent.

### **5. Adur & Worthing Climate Assembly: recommendations and next steps of the journey** (Pages 1 - 122)

To consider a report from the Director for Digital, Sustainability & Resources, a copy is attached as item 5.

### **6. JOSC Review of Climate Change** (Pages 123 - 146)

To consider a report from the Director for Digital, Sustainability & Resources, a copy is attached as item 6.

### **7. Sustainable Procurement Strategy - driving local, social and environmental value through procurement** (Pages 147 - 166)

To consider a report from the Director for Digital, Sustainability & Resources, a copy is attached as item 7.

### **8. An overview of the Adur and Worthing Public Health Strategy** (Pages 167 - 186)

To consider a report from the Director for Communities, a copy is attached as item 8.

### **9. Partnership Working - National Network of Strategic Coastal Monitoring Programme (2021 to 2027)** (Pages 187 - 194)

To consider a report from the Director for the Economy, a copy is attached as item 9.

### **10. Review of decision making in relation to staffing matters** (Pages 195 - 200)

To consider a report from the Monitoring Officer, a copy is attached as item 10.

### **11. JOSC Review of Adur Homes Repairs and Maintenance Service** (Pages 201 - 208)

To consider a report from the Director for Communities, a copy is attached as item 11.

**12. Update on the future of Adur Leisure contract award (Pages 209 - 214)**

To consider a report from the Director for the Economy, a copy is attached as item 12.

**13. Motion referred from Adur District Council (Pages 215 - 219)**

To consider a report from the Director for Communities, a copy is attached as item 13.

**14. Exclusion of the Press and Public**

In the opinion of the Proper Officer the press and public should be excluded from the meeting for consideration of items 15 and 16. Therefore the meeting is asked to consider passing the following resolution:

'that under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting from the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the paragraphs of Part 1 and Part 3 of Schedule 12A to the Act indicated against the item'

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

None.

**15. Review of decision making in relation to staffing matters - Exempt Appendix (Page 220)**

To consider an exempt appendix to item 10.

**16. Update on the future of Adur Leisure contract award - Exempt Appendix (Pages 221 - 226)**

To consider an exempt appendix to item 12.

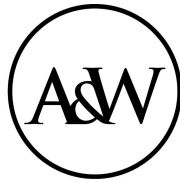
**Recording of this meeting**

The Council will be live streaming the meeting, including public question time. A recording will be available on the Council's website as soon as practicable after the meeting. The Council will not be recording any discussions in Part B of the agenda (where the press and public have been excluded).

For Democratic Services enquiries relating to this meeting please contact:	For Legal Services enquiries relating to this meeting please contact:
Neil Terry Democratic Services Lead	Andrew Mathias Senior Solicitor

01903 221073 neil.terry@adur-worthing.gov.uk	01903 221032 andrew.mathias@adur-worthing.gov.uk
---	---

**Duration of the Meeting:** Four hours after the commencement of the meeting the Chairperson will adjourn the meeting to consider if it wishes to continue. A vote will be taken and a simple majority in favour will be necessary for the meeting to continue.



ADUR & WORTHING  
COUNCILS

Joint Strategic Committee  
12 January 2021  
Agenda Item 5

Key Decision [~~Yes~~/No]

Ward(s) Affected: All

## **A&W Climate Assembly: recommendations and next steps of the journey**

### **Report by the Director for Digital, Sustainability & Resources**

#### **Executive Summary**

##### **1. Purpose**

- 1.1. To report back on the highly successful and innovative online *Adur and Worthing Climate Assembly* which, following approval by Joint Strategic Committee in January 2020, engaged local residents on the community response to climate change.
- 1.2. To present the *Adur & Worthing Climate Assembly Recommendations Report* produced by DemSoc and Adur & Worthing Councils.
- 1.3. Assembly Members considered the question: *How can we in Adur and Worthing collectively tackle climate change and support our places to thrive? What does this mean for the way we live and for our local environment?*
- 1.4. At the end of the process, members put forward 18 recommendations they felt necessary for communities, organisations and the councils to take forward. These are presented to Committee members in this report.
- 1.5. This report outlines the deliberative process and proposes a series of next steps to follow through on the Assembly recommendations.

- 1.6. Forty Three Assembly members from a variety of backgrounds and ages representing all communities of Adur and Worthing took part in the Assembly. They went through an exacting process over three months, learning about climate challenges and opportunities from expert speakers drawn from national and local organisations.
- 1.7. A Survey of Assembly Members confirmed the Assembly has been a positive experience and will have positive ongoing impact:
- 97% felt inspired by what was achieved by working together
  - 83% feel they have more knowledge about climate change
  - 89.5% felt the Climate Assembly will lead to positive changes and will support our places to thrive
  - 67% want to now get involved in actions to help tackle climate change
  - 97% were happy they took part

## 2. Recommendations

2.1. It is recommended that the Joint Strategic Committee:

**2.1.1.** Note the success of the Climate Assembly and recognise the **extraordinary commitment shown by Assembly Members during the 3 month Assembly process;**

**2.1.2.** Formally receive the Assembly recommendations, in particular those which fall within the remit of the councils to take forward

**2.1.3.** Approve the proposed next steps (Appendix 5) to start working up the response to the recommendations

## 3. Background and context

- 3.1. In July 2019, Adur and Worthing Councils declared a climate emergency, strengthening the commitment to sustainability and climate change and reflected in an ambitious programme outlined in the Councils' vision *Platforms for Our Places: Going Further, Platform 3*.
- 3.2. Since July 2019, significant work has been undertaken to develop a strong response to climate change. This includes strengthening and broadening *SustainableAW*, the councils' place-based strategic framework; delivering a

highly successful community led Climate Conference in March 2020; developing a Solar Investment Strategy; progressing heat network projects; improving Brooklands Park and Highdown Gardens (Worthing); and purchasing land at New Salts Farm and Pad Farm (Adur), for ecological improvement and climate resilience.

- 3.3. The proposal to hold a Climate Assembly was approved by Joint Strategic Committee, January 2019, with the aspirations that the process would prove to be a democratic means of engaging local residents in the areawide and community level response to tackle climate change and improve our local environment. Further information on what an Assembly is in Appendix 1.
- 3.4. The question chosen for Assembly members to deliberate and consider was:
- How can we in Adur and Worthing collectively tackle climate change and support our places to thrive?***
- What does this mean for the way we live and for our local environment?***
- 3.5. The questions intentionally focused on both climate change and on thriving communities, in recognition that many of the issues causing climate change, such as poorly insulated houses, are as much social issues as climate issues.
- 3.6. To ensure impartiality, the councils commissioned The Democratic Society ([DemSoc](#)), a not for profit organisation focused on deliberative democracy, to facilitate the Assembly. Demsoc held responsibility for designing each Assembly meeting; recruitment and onboarding of all participants; and facilitation of Assembly sessions. Their report, summarising the Assembly process and its recommendations, is included in draft as Appendix 2.
- 3.7. Assembly members were provided with high quality evidence from academics, renewable energy experts, built environment professionals, environmental scientists, local community organisations and a member of the House of Lords. Speeches were published on a new [Adur & Worthing Climate Assembly YouTube Channel](#). The calibre and quality of speakers was outstanding, and included:

Sir Jonathon Porritt	Founder of Forum for a Future, eminent writer and commentator on sustainable development
Baroness Brown	Vice Chair of the UK Committee on Climate Change, Chair of the Adaptation Committee and The Carbon Trust

John Drummond	Chairman of Corporate Culture, Sustainable Behaviour Change Consultancy
Ian Roderick	Director of the Schumacher Institute
Dr Tim Foxon	Professor of Sustainability Transitions, University of Sussex
Tony Whitbread	Former CEO of Sussex Wildlife Trust
Kath Dalmeny	CEO of Sustain: The alliance for better food and farming
Matthew Turner	Regional Director at AECOM
Dr David Greenfield	SOENECS Ltd, Director International Circular Economy Network, Tech Takeback
Jenny Andersson	Really Regenerative Centre
Judy Ling Wong	Honorary President of Black Environment Network

3.8. An Independent Advisory Group was established to oversee the approach to Assembly design and speaker selection. Advisory Group members came from We Are FoodPioneers, Sussex Wildlife Trust, University of Brighton, Water UK, FuturEcoLogic, Worthing Climate Action Network, Green Tides, Extinction Rebellion, St Oscar Romero High School and Food Matters.

#### 4. Success of the Climate Assembly in numbers

4.1. Surveys were conducted before and after the Climate Assembly and are reported in the Report at Appendix 3. The Assembly saw a significant increase in confidence in the councils through the Assembly process. This is demonstrated through to members before and after the Assembly:

	Agreement Before	Agreement After
The Climate Assembly will lead to positive changes and will support our places to thrive	70%	89.5%
Adur & Worthing Councils will act on what comes out of the Climate Assembly	58%	76%
Adur & Worthing Councils listen to residents	33%	61%



4.2. Assembly members had a positive experience though the Assembly process:

100%	rated the lead facilitator as good, very good or excellent
95%	rated the events as good, very good or excellent
97%	had plenty of opportunities to express my views
95%	had enough information to participate effectively

4.3. Assembly members felt positively about their experience:

97%	Met people I normally would not have
97%	Felt included & supported to take part
97%	Were happy they took part
97%	Felt inspired by what was achieved by working together
84%	Felt the online platform helped them feel more connected with the process

4.4. On the issue of climate change:

83%	Have more knowledge about climate change
83%	Have more confidence to talk about climate change to others
67%	Want to now get involved in actions to help tackle climate change

4.5. Some testimonials from Assembly members on what they felt was the most important thing they gained from participating in the Climate Assembly:

- Confidence that Adur & Worthing are taking climate change seriously
- To feel that my opinions will be listened to and acted upon
- A sense of place in my community and a new hope for its future, along with a sense of connectivity to other members of that community.
- It was a great insight into how passionate and engaged people from across our community are about climate change.
- It's up to everyone to spread the word about climate emergency
- Hope that our democratic system is not broken
- I met some really thoughtful and eloquent people online
- I have a new hope that the council does/will care and act upon things that are important to the residents
- Knowledge about subjects I know little about.

- I have learnt a lot more about how we need to act now before it is too late
- I learnt the council needs to engage with the public more in order to learn how our environment can be improved
- More working knowledge of who is responsible for certain things at the council
- A genuine appreciation of the serious situation that we face with global warming and a desire to help engender these feelings in my community.
- I gained confidence and felt part of the community.
- It gave me hope that people are looking into climate change.
- A deeper understanding of green issues and pride in Adur and Worthing

## **5. The Adur & Worthing Climate Assembly process**

- 5.1. Invitations to be involved in the Assembly were sent to 8,000 households, and an incredible 400 responded with their interest. From these 45 were randomly selected to be broadly representative of the area's population in terms of gender, age, ethnicity, geography, occupation and attitude to climate change.
- 5.2. The Assembly was intended to be held in-person across three full weekends in late summer 2020. Due to covid-19 it was shifted to an online assembly, and Adur & Worthing became one of the first ever fully online assemblies.
- 5.3. The move to virtual sessions saw participants gather online over five Saturdays during a three month period. They heard live and pre-recorded talks from expert speakers, taking them on a journey of learning about the complexity and scale of ecological and climate impacts and opportunities, and the impact on the most vulnerable. Once informed about and after discussing the issues, members started to craft recommendations. The process and agenda for each Assembly day is detailed in Appendix 4 - Assembly content.
- 5.4. One of the main concerns with holding the Assembly online was accessibility and enabling participation from those with a disability, caring responsibilities, English as a second language and those not digitally confident.
- 5.5. To identify accessibility needs, each member had an hour of 'onboarding' support prior to the start. This allowed issues (such as caring responsibilities) to be identified, IT requirements solved - the majority through the generosity of IT Junction - and enabled participants to try out the different online tools (miro, google docs, google jamboard and zoom) used throughout the process.
- 5.6. In addition, a 'quiet room' host was at hand each weekend to support anyone struggling in the session. IT support was also provided and enabled people to

deal with any technical difficulties on the day. Thoughtful planning and provision of this support enabled all members to fully participate.

- 5.7. Usually a number of participants drop out of an Assembly process. At first participants in the AW Assembly were over recruited (45 instead of the 40 planned) to allow for higher dropout rates due to the online nature of this Assembly. However, apart from two who withdrew after Day One, everyone saw the process through to the end. This indicates the strong commitment by participants and the delivery of an engaging and well managed process.
- 5.8. Initial findings from those who have participated in the Climate Assembly are extremely encouraging, with trust in the councils growing, knowledge about climate change increasing and a strong willingness to stay involved, with some keeping more actively involved through an Assembly working group to take forward the community-led recommendations with community partners.
- 5.9. This feedback speaks to the power of this process as both a means of engaging with residents to find a way forward for complex issues and a means to activate our communities. Full findings of the feedback from Assembly members are laid out in Appendix 2 - the Assembly Report.

## **6. The Assembly Recommendations**

- 6.1. The Climate Assembly developed a set of recommendations for the Council, community organisations and wider stakeholders to consider and take forward. Each of the final recommendations received over 75% support through a ballot vote on the final day.
- 6.2. The recommendations from Assembly members of the Climate Assembly fall under six clear themes:

<b>GREEN SPACES &amp; BIODIVERSITY</b>	
1	Support the restoration of natural kelp - promoting the positives and managing the negative effects on the environment and the local community
2	Establish a plan for a network of small community growing spaces, focussed on food production and tackling food poverty
3	Adur and Worthing actively encourage and promote biodiversity by managing rewilding of parks, open spaces, verges, waterways, 'waste spaces' chalk banks and involve partners - for example WSCC, community and businesses
4	To protect, invest in and actively enhance biodiversity in existing outdoor

	green spaces including community gardens, allotments, nature reserves and orchards and establish more. Ensure these are promoted in and accessible to the local community.
<b>INFORMATION &amp; EDUCATION</b>	
5	The Councils publish widely and act upon their annual carbon audit, share learning, enabling/incentivising local businesses and organisations to do the same so the whole community are more aware and able to make informed choices
6	Develop New Salts Farm and Brooklands as centres of excellence, educating and engaging residents and schools around key themes, e.g. growing, pollination and biodiversity, recycling, energy use, reducing plastics, sustainability
7	There should be easy to find locations and sources of key information on sustainable practices for residents (e.g. on energy use, green front gardens, travel, local food directory)
8	Collectively influence behaviour by raising awareness of our purchasing power and ability to improve our health and the planet through the food we buy, eat and by reducing the food we waste
9	Influence educational establishments to enhance their outdoor spaces for biodiversity and use them for education about growing vegetables and wild flowers, and the importance of pollinators. Councils (Adur & Worthing and WSCC) should work in partnership with community groups to provide mentoring, support and other resources.
<b>GREEN FINANCE &amp; ENERGY</b>	
10	Adur & Worthing Councils will champion and support the set up of a local community energy company for green and affordable energy which benefits everyone in our area and is well promoted and advertised
11	Actively encourage and incentivise energy efficiency improvements, including insulating and green energy schemes and ensure they are accessible for all homeowners. Engage with private landlords, businesses and local authorities.
<b>PLANNING</b>	
12	Adur & Worthing Councils to encourage and promote planning and development that exceed national standards, must incorporate the highest standards of biodiversity and sustainability and protect environmental standards from compromise by other policy areas or subsequent changes - using conditions and enforcement, and reject applications that do not meet those standards.
<b>TRANSPORT</b>	
13	Promote more cycling by implementing clear and safe travel routes, ensure

	cycle safety training for all ages and ability and ensure legislative changes are pursued to promote access e.g. through parks
14	Support the national drive for electric vehicle uptake by ensuring affordable public charging points and parking spaces are accessible and compatible to all vehicles
15	Adur and Worthing needs better connected, affordable, accessible, greener public transport and more local, connected communities (both with businesses and local people) that encourages less commuting
<b>WASTE REDUCTION &amp; RECYCLING</b>	
16	The Councils should set up, in collaboration with the community, more projects like Repair Cafes. Introducing hub(s) for upcycling, repairing, art creation and deliver training to provide skills in repairing/recycling
17	The Councils should collaborate with local allotments/groups to encourage composting. Enable people to compost with provision of free community/residents compost bins
18	Deliver ongoing awareness campaigns to eliminate unnecessary waste by promoting refuse, reduce, reuse, recycle and recover. Incentivise everybody in Adur and Worthing e.g. households, businesses, to adopt these principles

- 6.3. Assembly members have set out for each recommendation, proposed actions and who needs to be involved in delivery see Assembly Report Appendix 2.
- 6.4. The Assembly proposals highlight the importance of Council leadership and community participation in solving the climate crisis and the importance of a strong focus on education and awareness raising.
- 6.5. Some of the recommendations sit clearly within the remit of the Councils, through taking action or using influence/lobbying power to make changes at county or government level. Others sit more within the remit of the community.
- 6.6. Inevitably there are Assembly proposals that will be difficult to bring forward quickly because of cost and complexity, such as the need to improve the energy efficiency of homes across the area, including those rented by landlords. We will not shy away from these, but will bring together experts, the community and officers to look at how these can be taken forward.
- 6.7. It is proposed that a Council working group be set up to develop a more detailed action plan from these recommendations, take forward ideas which do not require funding and apply for funding - internal or external - to take forward any remaining priorities. See Appendix 5 - Next Steps.

## 7. Benefits of the Assembly

- 7.1. Apart from the creation of carefully crafted recommendations that outline how we might address climate change and support our area to thrive, there were some surprising benefits of investing in a Climate Assembly. They include:
- 7.1.1. **Increasing awareness** of actions the councils and local groups are taking to mitigate climate change. Few, if any, Assembly members were aware of the scale of action taking place locally - from the council's decarbonisation programme to local schemes such as repair cafes. Assembly members will be ambassadors for this work.
  - 7.1.2. **Digital upskilling** - holding an online Assembly will have a lasting legacy on digital literacy. Some Assembly members learnt the basics of how to use a computer, others received the technology to offer their families and themselves access online, others gained valuable skills in the different platforms used, such as miro and google tools.
  - 7.1.3. An Assembly 'microsite' holds all the resources from the process, including the expert speeches which can be used to **increase engagement and information for the wider public**;
  - 7.1.4. This was the first Assembly to have an 'Artist in residence' who attended each session and produced art pieces which helped participants to **connect emotionally with issues of climate change**.
  - 7.1.5. **Raising the national reputation of Adur & Worthing Councils** as one of the first councils to run a wholly online Assembly, and as an innovator and pioneer on the Climate agenda. Our learning shaped the Scottish Assembly on Climate change and we have been approached by numerous councils wanting to share our learning.

## 8. Communications and Engagement

- 8.1. While it was only possible to have 45 members take part in the assembly, an area wide climate survey was created to ensure as many residents as possible could input to the process. The results were presented to Assembly members as evidence for their consideration.
- 8.2. Over 800 residents completed the survey - online or on paper, providing valuable information about the collective vision for what Adur and Worthing

would look like if we collectively prevented climate change and were all thriving. The findings from this report are included as Appendix 3.

- 8.3. A number of focus groups were held with young people, allotment holders, business owners, individuals with a disability and community group leaders to inform the Assembly process.
- 8.4. The Councils provided regular updates during the process using the Climate Assembly webpage, social media channels and Chloe Clarke's staff blog.

## **9. Next Steps**

- 9.1. Following on from the launch of the recommendations, it is proposed the councils focus on three key areas:
  - 9.1.1. Developing internal and external stakeholder groups to review and progress the recommendations
  - 9.1.2. Communicating widely about the recommendations and the work that the Councils and others are already doing
  - 9.1.3. Integrating all climate-related work into one action plan for Adur and Worthing under the Sustainable AW umbrella, ensuring Thrive is a prominent theme to alleviate inequalities.
- 9.2. By prioritising these three areas, we hope to achieve the following:
  - 9.2.1. A celebration and awareness of the Adur & Worthing Climate Assembly, the process involved and the recommendations stemming from it
  - 9.2.2. Adur & Worthing Councils, Assembly Members and the wider community continue the momentum of this process
  - 9.2.3. Residents are aware about what the Councils and other organisations are doing, and will do, to tackle climate change and protect our natural environment, they also feel supported and able to take actions themselves
- 9.3. The proposed next steps of this important journey are outlined in Appendix 5.

## **10. Financial Implications**

- 10.1. The Climate Assembly has an approved budget of £76,000 funded by the Business Development Fund. To date the spend against this budget is £71,810.
- 10.2. Any future projects arising from the climate assembly will either be funded within existing budgets or be the subject of a further request for funding which to be approved by members.

## **11. Legal Implications**

- 11.1. Under Section 111 of the Local Government Act 1972 the Council has the power to do anything to facilitate or which is conducive or incidental to the discharge of any of their functions.
- 11.2. Section 1 of the Localism Act 2011 empowers the Council to do anything an individual can do apart from that which is specifically prohibited by pre-existing legislation.
- 11.3. Section 3(1) of the Local Government Act 1999 contains a general duty on a best value authority to make arrangements to secure continuous improvement in the way in which its functions are exercised having regard to a combination of economy, efficiency and effectiveness.

- **Background Papers**

- [Report to JSC 09.07.19: Climate Emergency Becoming Carbon Neutral by 2030](#)
- [Report to JSC 03.12.19: Platforms for Our Places: Going Further](#)
- [Report to JSC 03.12.19 SustainableAW Refresh](#)

### **Officer Contact Details:-**

Amy Newnham

Organisational Design & Development Manager

01903 221272

[amy.newnham@adur-worthing.gov.uk](mailto:amy.newnham@adur-worthing.gov.uk)



Francesca Iliffe  
Strategic Sustainability Manager  
07771 381 385  
[francesca.iliffe@adur-worthing.gov.uk](mailto:francesca.iliffe@adur-worthing.gov.uk)

## **Sustainability & Risk Assessment**

### **1. Economic**

- Transition to a low carbon economy is vital to provide future energy systems resilience, and to address and reduce potential impacts of climate change

### **2. Social**

#### **2.1 Social Value**

- The Climate Assembly has focused on local actions and activity by local organisations and will contribute to building local capacity, wellbeing and community cohesion.

#### **2.2 Equality Issues**

- The impacts of climate change are predicted to impact on all communities, but the greatest impact is predicted to impact the most vulnerable communities. It is imperative that all is done to mitigate climate change.

#### **2.3 Community Safety Issues (Section 17)**

- Matter considered and no issues identified.

#### **2.4 Human Rights Issues**

- The impacts of climate change are predicted to impact on all communities, but the greatest impact is predicted to impact the most vulnerable communities. It is imperative that all is done to mitigate climate change.

### **3. Environmental**

- The key driver for the Councils' Climate Emergency Declaration and commitment towards becoming carbon neutral by 2030, is avert the predicted catastrophic impacts of climate change on the environment, economy and communities.

### **4. Governance**

- Addressing the impacts of climate change is a key commitment within *Platforms for Our Places: Going Further 2020-22 and Sustainable AW 2020-23*. The delivery of a Climate Assembly is a commitment under both these adopted vision documents.

## **Appendix 1 - What is an Assembly**

An Assembly is a panel of people who come together to learn about a topic in depth and make recommendations to elected members, councils, partner organisations, countries and citizens.

Assemblies are an innovative way to involve residents where decision makers are seeking community supported approaches to solve complex problems. Their use by local authorities is growing. There have been several assemblies run on climate change around the country, including a House of Commons led [UK-wide Climate Assembly](#).

Assemblies are set up to reflect the gender, age, ethnicity, social background of a geographical location, helping broaden debate and garner views much more widely than from the 'usual suspects'.

As part of their considerations, Assembly members consider the trade-offs faced by decision makers and are asked to produce workable recommendations, through debate and by drawing on the expert evidence presented to them in a carefully designed deliberative process.

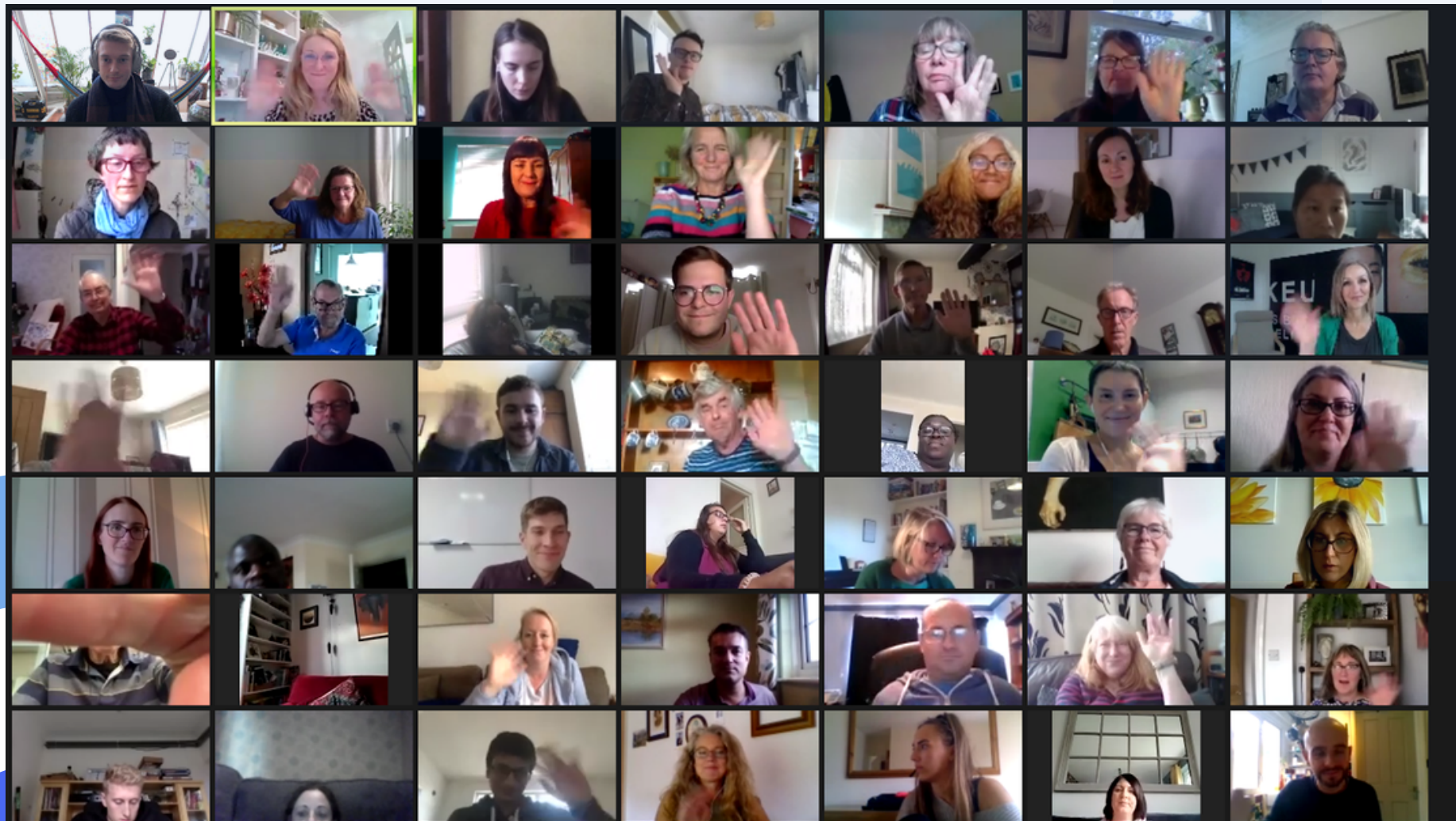


## Recommendations Report:

- How can we in Adur and Worthing collectively tackle climate change and support our places to thrive?
- What does this mean for the way we live and our local environment?

## Who are the Adur & Worthing Climate Assembly?

The Adur & Worthing Climate Assembly are a group of 43 individuals who make up the diversity of the Adur District and Worthing Borough areas. They came together virtually over five Saturdays, with additional work in small groups, to consider how everyone in Adur & Worthing collectively tackles climate change whilst supporting these places to thrive. The climate assembly members are:



Amanda	Hannah	Mike
Andy	Heather	Natalie
Benjaphorn	Ian	Oana-Liliana
Christopher A	Irena	Pamela
Christopher R	Jack	Patrick
Cody	Jacquie	Peter
David	James	Richard
Denise	Jill	Shamira
Edmond	John	Anne
Grace	Kirsty	Celina
Gemma	Laura E	Ben
Geoffrey	Laura O	Sandra
Graham W	Marie	Nick
Graham D	Mary A	
Guy	Mary F	

# Who was involved?

## Democratic Society

Democratic Society<sup>1</sup>(Demsoc) works for more and better democracy, where people and institutions have the desire, opportunity and confidence to participate together. They work to create opportunities for people to become involved in the decisions that affect their lives and for them to have the skills to do this effectively. Supporting governments, parliaments and any organisation that wants to involve citizens in decision making to be transparent, open and welcoming of participation.

Democratic Society led the design and facilitation of the climate assembly. They led the process by which the assembly members learn, consider and come to recommendations about the topic. Democratic Society compiled this report with support from assembly members themselves. The expert leads at Adur & Worthing Councils have reviewed this report for quality purposes only.

## Adur & Worthing Councils

In July 2019, Adur & Worthing Councils<sup>2</sup> declared a climate emergency and since then we have been taking action, doing all within our power to respond to climate change and biodiversity loss. However, we recognise that we need action from everyone - residents, businesses and government alike - if we are to tackle climate change. We also know that many of the issues that contribute to climate change, such as poor insulation in housing, are social issues.

Given the complexity of the challenges at hand and the need to collectively take action, we decided to hold a Climate Assembly, bringing together a group of residents from all walks of life over a three month period to learn, debate and produce recommendations for what we should do to collectively tackle climate change and support our area to thrive.

These recommendations will be taken to our Joint Strategic Committee in January 2021. From there, we will start, in collaboration with the communities of Adur and Worthing, to put these recommendations into action.

## Sortition Foundation

The Sortition Foundation<sup>3</sup> promotes the use of sortition (random selection) in decision making. They were responsible for recruiting people to take part in the climate assembly. Their aim was to ensure the climate assembly was broadly representative of the diversity of the population of Adur & Worthing.

## Acknowledgements

Thank you to everyone involved in making this online climate assembly happen. By working together, assembly members have learnt about the impacts of climate change and weighed-up and deliberated potential solutions to provide detailed recommendations for the Council to consider.

Our sincere thanks goes out to all of the participants, expert leads, guest speakers, facilitators, support team staff and the advisory group. This climate assembly, being online, was a new process for all of us - so, most importantly, our thanks goes to Adur & Worthing Councils for trusting the process and remaining solutions-focused and imaginative throughout.

<sup>1</sup> [www.demsoc.org](http://www.demsoc.org)

<sup>2</sup> [www.adur-worthing.gov.uk](http://www.adur-worthing.gov.uk)

<sup>3</sup> [www.sortitionfoundation.org](http://www.sortitionfoundation.org)

<b>4</b>	<b>Foreword</b>
<b>5</b>	<b>Executive Summary</b>
<b>8</b>	<b>01 Introduction</b>
9	1.1 Assembly Members
10	1.2 Table of Assembly Member Demographics
11	1.3 Welcoming, Onboarding and Tech Setup
11	1.4 Digital Tools
12	1.5 Advisory Group
12	1.6 Stakeholder and wider engagement
13	1.7 Recording and Sharing Evidence
13	1.8 Our Space
14	1.9 Extra Details - A High-Quality Experience
<b>15</b>	<b>02 The Work of the Climate Assembly</b>
16	2.1 The Assembly Process in Detail
<b>22</b>	<b>03 Recommendations Made by the Climate Assembly</b>
22	3.1 The Climate Assembly's Guiding Principles
23	3.2 Assembly's Recommendations and Results of the Ballot Vote
<b>44</b>	<b>04 Conclusion</b>
44	4.1 Next Steps
<b>45</b>	<b>05 Member's Views on the Climate Assembly</b>
45	5.1 Evaluation Data
45	Overall
45	Changing views
46	Creating impact and action
46	feelings about taking part
46	What did participants gain from the climate assembly?
47	5.2 A Final Word From Assembly Members
<b>48</b>	<b>06 Appendices</b>
49	Appendix One: Conversation Guidelines
50	Appendix Two: Problem Trees
57	Appendix Three: Ideas Storm Long List
68	Appendix Four: Strongest Supported Ideas ('thumbs up')
74	Appendix Five: SurveyMonkey Ballot Example
75	Appendix Six: Gallery



## Foreword

In July 2019, both Adur and Worthing Councils declared a climate emergency, signalling our commitment to taking action to mitigate climate change and biodiversity loss. We made the commitment to work towards the councils becoming carbon neutral by 2030, and towards 100% clean energy by 2050. We knew that it wasn't enough for us, as councils, to focus solely on what action we could take, we needed to engage and galvanise the wider community to see what could collectively be done. That's exactly what we did through the Adur & Worthing Climate Assembly, which saw 43 individuals living in Adur and Worthing (randomly selected to ensure the group represented the diversity of our area) brought together over a period of four months to develop recommendations on this topic. We didn't want to just focus on climate change - so many of the issues that cause climate change, such as poorly insulated homes - are as much a social issue as they are a climate issue. And so we purposefully included this in the question asked of Climate Assembly members, requesting them to outline how we should collectively tackle climate change and support our area to thrive. Though a complex and challenging topic to answer, we were determined to tackle it head-on as the potential benefits, not just to the current residents but those of future generations, are huge.

The Adur & Worthing Climate Assembly was our first attempt at a deliberative process which engages with residents in such depth and at such scale. We had many hopes for this work - engaging wider groups of our population, galvanising community action, hearing from a range of people about what would make them take action - and have learned a huge amount that we intend to build on going forward. We had some trepidation, especially given that covid-19 prevented us from meeting in person to deliberate on the topic and, given the urgency of change needed, we had decided to shift online to hold a virtual Assembly process. Despite our concerns, we witnessed some extraordinary benefits of holding this process online, including increased digital confidence and digital access for a number of participants and increased participation for those who would not have been able to attend an in-person event.

The creation of smaller group sessions between each large group meeting enabled relationships to be formed and individual views to be heard that may have been missed within the large group format. We also had a wonderful calibre of speakers who were willing to attend a session or record an expert talk who would have been unable to take part in a 'live' in-person event. We also saw an incredible commitment from participants, with 43 out of the 45 recruited staying through the Assembly, right to the end (including one who gave birth mid-way and attended each session nevertheless!). This speaks to a collective dedication to our place as well as to the process. It was inspiring to witness and we are extremely grateful to everyone who played a part, one of the first fully online Assemblies in the world. We're especially grateful to the residents who made up the Assembly. The recommendations within this report are testament to the hard work and commitment shown by everyone involved and the in-depth consideration that Assembly members gave to the complexity of climate change and social justice. The recommendations not only outline the role for Adur and Worthing Councils but also the vital roles that communities and businesses in the area need to play if we are to make a difference, as well as the role of central government in reforming policy to prioritise the welfare of both planet and people.

We are delighted the report will now go before the Councils' Joint Strategic Committee in January 2021 and we are determined to take forward, in partnership with our communities, these recommendations. The recommendations will be integrated into and implemented through SustainableAW, our shared programme between communities and the Councils dedicated to protecting and improving the environment in Adur and Worthing. Ultimately, the power of this Assembly will be the knowledge that the solution came from the community we serve. Adur and Worthing will be stronger for it.

**Cllr. Neil Parkin**  
Leader, Adur District Council

**Cllr. Daniel Humphreys**  
Leader, Worthing Borough Council



## Executive Summary

The Adur & Worthing Climate Assembly brought together 43 individuals living in the areas of Adur and Worthing, in England, between August and December 2020 to develop recommendations on how everyone in Adur & Worthing can collectively tackle climate change and support the place to thrive. Members of the assembly were selected using a 2-stage lottery where;

- Firstly, addresses were randomly selected for sending invitations to, and
- Secondly, for people who expressed an interest, another random selection took place to ensure the assembly represented the diversity of the area's population.

The assembly heard from a range of subject-matter and lived experience experts, and from the wider resident views gathered from the councils climate survey.

Collectively, they provided evidence on the current situation regarding climate change, potential mitigations and adaptations available and case studies of what works from a variety of both local projects and around the world. People with lived experience (those who are or maybe most affected by climate change) were able to speak directly to assembly members to provide insights from their areas of expertise.

Through time spent learning, deliberating and working together, assembly members were able to:

- Develop, and agree by vote, the climate assembly's Guiding Principles
- Think about the wider system, exploring root causes and their effects
- Generate a long list of ideas for potential solutions
- Vote on the 'top ideas' - for taking forward to inform the assembly's recommendations
- Generate 19 recommendations, all of which were supported (over 50% support)

## The Climate Assembly's recommendation statements and levels of support they received are as follows:

### GREEN SPACES & BIODIVERSITY

- Support the restoration of natural kelp - promoting the positives and managing the negative effects on the environment and the local community - **88%**
- Establish a plan for a network of small community growing spaces, focussed on food production and tackling food poverty - **95%**
- Adur and Worthing actively encourage and promote biodiversity by managing rewilding of parks, open spaces, verges, waterways, 'waste spaces' chalk banks and involve partners - for example WSCC, community and businesses - **100%**
- To protect, invest in and actively enhance biodiversity in existing outdoor green spaces including community gardens, allotments, nature reserves and orchards and establish more. Ensure these are promoted in and accessible to the local community - **98%**

### TRANSPORT

- Promote more cycling by implementing clear and safe travel routes, ensure cycle safety training for all ages and ability and ensure legislative changes are pursued to promote access e.g. through parks - **88%**
- Support national drive for electric vehicle uptake by ensuring affordable public charging points and parking spaces are accessible and compatible to all vehicles - **91%**
- Adur and Worthing needs better connected, affordable, accessible, greener public transport and more local, connected communities (both with businesses and local people) that encourages less commuting - **98%**

### WASTE REDUCTION & RECYCLING

- The Councils should set up, in collaboration with the community, more projects like Repair Cafes. Introducing hub(s) for upcycling, repairing, art creation and deliver training to provide skills in repairing/recycling - **98%**
- The Councils should collaborate with local allotments/groups to encourage composting. Enable people to compost with provision of free community/residents compost bins **83%**
- Deliver ongoing awareness campaigns to eliminate unnecessary waste by promoting refuse, reduce, reuse, recycle and recover. Incentivise everybody in Adur and Worthing e.g. households, businesses, to adopt these principles - **95%**

### INFORMATION & EDUCATION

- The Councils publish widely and act upon their annual carbon audit, share learning, enabling/incentivising local businesses and organisations to do the same so the whole community are more aware and able to make informed choices - **91%**
- Develop New Salts Farm and Brooklands as centres of excellence, educating and engaging residents and schools around key themes, e.g. growing, pollination and biodiversity, recycling, energy use, reducing plastics, sustainability - **88%**
- There should be easy to find locations and sources of key information on sustainable practices for residents (e.g. on energy use, green front gardens, travel, local food directory) - **93%**
- Collectively influence behaviour by raising awareness of our purchasing power and ability to improve our health and the planet through the food we buy, eat and by reducing the food we waste - **95%**
- Influence educational establishments to enhance their outdoor spaces for biodiversity and use them for education about growing vegetables and wild flowers, and the importance of pollinators. Councils (Adur & Worthing and WSCC) should work in partnership with community groups to provide mentoring, support and other resources **100%**

### GREEN FINANCE & ENERGY

- Adur & Worthing Councils will champion and support the set up of a local community energy company for green and affordable energy which benefits everyone in our area and is well promoted and advertised - **91%**
- Actively encourage and incentivise energy efficiency improvements, including insulating and green energy schemes and ensure they are accessible for all homeowners. Engage with private landlords, businesses and local authorities - **100%**

### PLANNING

- Adur & Worthing Councils to encourage and promote planning and development that exceed national standards, must incorporate the highest standards of biodiversity and sustainability and protect environmental standards from compromise by other policy areas or subsequent changes - using conditions and enforcement, and reject applications that do not meet those standards - **93%**

The assembly also voted on a 19th recommendation during the ballot vote on day five. It was supported, but received less than 75% support from members and so was not presented to the Councils at the end of day five.

### GREEN FINANCE & ENERGY

- The Councils are accountable to ethical, green investment. Explore the feasibility of municipal green bonds for the benefit of our communities and the Councils - **69%**

The contents of these recommendations, including the results of the final vote and the reasons why assembly members felt they were important are explored in more detail in section three of this report.

## 24 Guiding principles

The assembly created, adopted and used its own set of ‘Guiding Principles’ as part of its work. These are set out below, with more information included in section three.

- Make decisions based on environmental criteria and people, rather than short-term financial considerations.
- Work together by engaging the whole community. The process should be financially accessible and try to include everyone in making changes.
- Guarantee a cross-section of society is actively and continually included in equitable decision making processes.
- Behavioural change must underline the council’s policy. We need accessible information and education to drive this.
- Ensure education is at the heart of what we do, so that all individuals and all communities understand the issues and are inspired, empowered and enabled to contribute.
- Climate-related decisions shouldn’t be set in stone. The situation is fluid and decisions should be reassessed if new information comes to light. Old decisions should be revisited to check if they’re fit for purpose.
- Climate-related decisions should be future proof - they should have to pass a test of 'causing no harm to future generations’.
- Act with urgency to prevent the probability of disaster if we don't do something now.
- Embrace technology to understand how climate change affects us in Adur & Worthing. This will help us understand potential solutions quicker.
- Use doughnut economic principles. Be sustainable in everything we do by using resources fairly.
- Find a way of measuring which companies are using resources responsibly and taking climate change seriously. Give contracts to those that are.
- Think global, act local. Small changes at a local level have a large impact globally when done by lots of people. Positive local changes can also benefit the local community.
- The councils must listen to communities and be open, transparent and accountable about all plans, community projects and constraints. Allow communities to get involved by having two-way communication.

01

## Introduction

The Adur and Worthing Climate Assembly brought together 43 residents from the areas of Adur District and Worthing Borough. Between 19th September and 5th December, the 43 assembly members worked together over five days as a whole assembly.

Due to this being a fully online process, a model of ‘Micro Groups’ was integrated into the design of the assembly’s journey to foster closer relationships between assembly members, enable deeper participation and increase equity of access. In between each whole assembly day, assembly members met in a Micro Group session for around two hours. These small groups included four assembly members and a facilitator, and remained the same throughout the process. In total, assembly members met five times in Micro Groups.

Assembly members were supported to work together in this way to learn about, consider and make recommendations in response to the assembly’s question: “How can Adur and Worthing, as a place, collectively tackle climate change whilst supporting local places to thrive?”

## 1.2 Assembly Members

The members of the climate assembly were recruited by the Sortition Foundation via a two-stage lottery with invites sent to 8,000 households in the areas of Adur District and Worthing Borough. Individuals within households which received the invitation were able to register their interest to participate. Over 400 individuals registered their interest to take part in the climate assembly.

The Sortition Foundation randomly selected individuals from responses received to the invites. It was important for those selected to be diverse and broadly representative of the area's population in terms of gender, age, ethnicity, geography, occupation and attitude to climate change.

Assembly members received a £300 Thank You Gift (made in cash or vouchers at the individual participant's choice) to recognise the commitment and time they gave. Additional costs, such as the purchasing of headphones, webcams, devices and data were also covered - further reducing any barriers to participation within the online deliberations.

More traditional inclusion resources, such as paying for interpretation or childcare services, were offered but not required by any assembly member.



The Sortition Foundation recruited 45 assembly members in total. The table below compares the demographics of the 45 participants who were confirmed to the target percentages for the key stratification criteria. 43 assembly members<sup>4</sup> aged from 16 to 77 years old completed the process.

<sup>4</sup>45 individuals took part in day one of the assembly and attendance throughout was strong. Two individuals chose to not continue due to personal reasons.

## 1.2 Table of Assembly Member Demographics

Stratification Criteria		Population Targets	Assembly Members (45)	Variance
Gender	Female	52.3%	51.1%	-1.2%
	Male	47.7%	48.9%	+1.2%
Age	18-29	16.0%	17.8%	+1.8%
	30-44	22.0%	24.4%	+2.4%
	45-64	34.0%	33.3%	-0.7%
	65+	28.0%	24.4%	-3.6%
Ethnicity	White	94.6%	86.7%	-7.8%
	Black and Minority Ethnic	5.5%	13.3%	+7.8%
Geography <sup>5</sup>	Adur	50.0%	51.1%	+1.1%
	Worthing	50.0%	48.9%	-1.1%
Occupation	Professional or technician	29.4%	28.9%	-0.5%
	Service	17.8%	20.0%	+2.2%
	Skilled trade	7.7%	4.4%	-3.3%
	Operator or elementary	7.6%	6.7%	-0.9%
	Not in the labour force	10.0%	15.6%	+5.7%
	Retired	27.5%	24.4%	-3.1%
	Very concerned	51.8%	53.3%	+1.5%
Climate concern level	Fairly concerned	33.2%	37.8%	+4.6%
	Less concerned	15.0%	8.9%	-6.1%

## 1.3 Welcoming, Onboarding and Tech Setup

With the climate assembly being delivered as a fully online process, great care and attention was made towards ensuring that all participants were able to fully take part. During the initial selection process, Sortition Foundation asked three questions about individuals' confidence to use digital tools, their access to devices and data (internet). The answers to these questions did not preclude any participant from taking part in the assembly.

Democratic Society also completed individual 'Climate Assembly and tech introduction' sessions with each participant. With around one hour per person, the sessions focused on introducing participants to the Climate Assembly process and the digital tools the assembly would use in a non-stigmatising way. Practice templates were set up to introduce members to the same digital tools they would use during the assembly to complete work.

If during conversation it was identified that participants would benefit from a new device, access to data or other tech equipment - headphones or a webcam, for example - in order to take part, this was noted. Through a partnership with the local provider, OneStop Junction, Adur & Worthing Councils were able to distribute restored computer equipment to all participants who required it. This was provided at no cost to the individual and they have been able to keep the equipment following the assembly.

In total, seven assembly members received a computer and an additional four received small pieces of equipment such as webcams or headphones.

## 1.4 Digital Tools

As this assembly took place fully online, care was taken to ensure that the correct digital tools were used during the process. The design and facilitation team reviewed a range of digital tools and made decisions about which to use based on ease of use, availability and visual appeal.

The digital tools that were selected and used throughout the assembly, each to varying degrees, were:

- Zoom
- Miro
- Google Docs
- Google Jamboard
- Google Sites
- SurveyMonkey
- Slido.

The facilitation team reviewed the activities ahead of each session of the assembly to ensure 'familiarity of use' room for adjustments embedded throughout.



## 1.5 Advisory Group

The climate assembly was overseen by an independent Advisory Group. The Advisory Group's role was to provide advice and oversight, ensuring the assembly's design, evidence and materials were accurate, balanced and unbiased. The Advisory Group played a critical role in the identification of expert speakers, including both subject-matter and lived experience experts.

The members of the Advisory Group were

- Debs Butler - Director, Food Pioneers <sup>6</sup>
- Fran Southgate - Living Landscapes Advisor, Sussex Wildlife Trust <sup>7</sup>
- Helen Walker - MSc Town Planning, University of Brighton <sup>8</sup>
- Jim Marshall - Senior Policy Adviser, Water UK <sup>9</sup>
- John Coote - Independent
- Michelle Furtado - Director, FuturEcoLogic, <sup>10</sup> member of Worthing Climate Action Network <sup>11</sup> and Chair of Green Tides <sup>12</sup>
- Nussy Haines - Extinction Rebellion, Citizens' Assembly Working Group <sup>13</sup>
- Sophie H - Student at St Oscar Romero High School <sup>14</sup>
- Steve Creed - Sustainability Coach
- Victoria Williams - Director, Food Matters. <sup>15</sup>

Advisory Group members were invited to be part of the process because they are experts, either on topics related to climate change or to thriving communities.

The Advisory Group met on seven occasions and also undertook independent remote work to support the assembly process, such as providing support to identify suitable expert speakers and content for assembly members to explore. Advisory Group members were also able to join the assembly sessions as Observers.

## 1.6 Stakeholder and wider engagement

While it was only possible to have 45 members take part in the assembly, Adur & Worthing Councils created a climate survey to ensure as many residents as possible could input their views into the process. The survey received over 800 responses, with results presented to the assembly as part of the evidence it received.

The survey, completed both online and on paper, gave detailed information about the vision of what Adur and Worthing would look like if we collectively prevented climate change and were all thriving.

A number of focus groups were also held with young people, allotment holders, families, individuals with a disability, business owners and community group leaders to inform the assembly process. The Councils also provided regular updates during the process using the Climate Assembly webpage, <sup>16</sup> social media channels and Chloe Clarke's staff blog; Chloe is a Sustainability Officer at the Councils.

A full report that includes the activity delivered and insights gathered through the wider engagement process is available on the Climate Assembly web page.

<sup>6</sup> <https://www.foodpioneers.org.uk/>

<sup>7</sup> <https://sussexwildlifetrust.org.uk/>

<sup>8</sup> <https://www.brighton.ac.uk/index.aspx>

<sup>9</sup> <https://www.water.org.uk/>

<sup>10</sup> <https://futurecologic.co.uk/>

<sup>11</sup> <https://www.facebook.com/worthingclimateaction>

<sup>12</sup> <https://greentides.org.uk/>

<sup>13</sup> <https://extinctionrebellion.uk/>

<sup>14</sup> <https://stromeros.co.uk/>

<sup>15</sup> <https://www.foodmatters.org/>

<sup>16</sup> <https://www.adur-worthing.gov.uk/climate-assembly/>

## 1.7 Recording and Sharing Evidence

All of the evidence given to assembly members throughout the process was uploaded to Adur & Worthing Councils' YouTube channel the week after each meeting of the assembly. Assembly members were able to view all content in advance of assembly sessions by accessing their 'Our Space' site (see 1.8 below). Other materials were also available immediately for assembly members to access between weekends to refresh knowledge, or to refer back to in their own time.

Observers were present in some assembly sessions and were able to hear speakers giving evidence. Observers also joined breakout conversations in some cases, but were not allowed to interact with assembly members in any way, in order to prevent any undue influence.

On this occasion, applications to become an Observer were only made available to Advisory Group members. The design and facilitation team took this decision, as working in this way online is new and we wanted to make the process as comfortable and safe as possible for assembly members

## 1.8 Our Space

'Our Space' was created at pace to be an interactive website available only to assembly members taking part in the process. Our Space contained all of the necessary information assembly members needed to take part, as well as support guides and links to other resources approved by the Advisory Group.

The online space was well-used by all, with assembly members accessing the links to join assembly sessions on Zoom here, along with links to all working templates and agendas. Assembly members reported that the space was incredibly helpful in terms of being able to access content, both before and after Micro Group and assembly sessions. The space was somewhere individuals felt valued and part of the process - recognising they were part of a journey together with other members.

Our Space also hosted the assembly's 'Galley' (see 1.9 for details)

## 1.9 Extra Details - A High-Quality Experience

Deliberative mini-public processes such as this require expert planning, design and attention to detail. Because this was an online process, each design decision was taken with great care to ensure members were able to participate in the learning, deliberation and decision-making phases in an inclusive way. Therefore, Adur and Worthing Councils and Democratic Society worked as 'one team' to provide additional support and context-setting, with a number of measures designed to offset the fact that the Assembly was a virtual one:

- A 'quiet room host' for anyone who needed some time out - with support on hand at the end of a phone or video chat to ensure members were supported in a meaningful way to participate.
- IT Support - who were on hand to help any member or facilitator should they experience tech troubles. Support was provided by IT specialists from Adur & Worthing Councils, who were regarded as absolutely critical!
- A locally-based 'Artist in Residence' - Pauline Rutter - became the assembly's artist who has captured the journey with pieces of digital artwork in the assembly's gallery on 'Our Space'. Submissions were invited from assembly members, which created extra opportunities for expression.
- Locally-sourced food in the form of 'snack packs' - supporting local and community-run catering businesses. The treats, including vegan sausage rolls and chocolate brownies, were delivered to assembly members each week.
- Longer lunches were built in, recognising that working online is tiring in very different ways.
- Space was created at lunchtimes for assembly members to chat, laugh and enjoy their lunch together if they wished to.
- Facilitator and support team briefings, which were vital to ensure awareness and understanding of the local context - ensuring the best support was provided for all assembly members.
- One-to-one introduction sessions with each member to put them at ease, provide information and support around tech and digital tools and answer any questions. Support guides and a welcome pack were also posted to everyone.

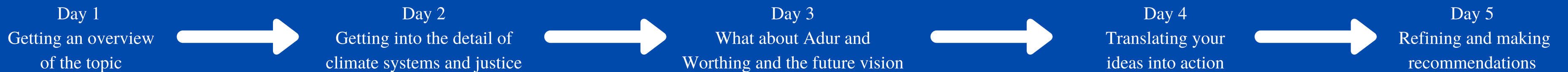
## 02 The Work of the Climate Assembly

The Climate Assemblies' work was to come together to find commonalities, develop ideas and shift from “what works best for me as an individual” to “what is needed for us all”. Together, assembly members created:

- A set of principles and recommendations, and
- A series of defined actions and responsibilities at the scale of individuals, communities and organisations.

The assembly met as a whole over five days between September and December 2020. The overall flow of the days took members from learning about the topic in its widest sense, into the specifics of Adur and Worthing and then onto creating a set of recommendations.

1. 19th September - getting an understanding of the topic
2. 10th October - getting into detail of climate justice and systems
3. 31st October - looking at Adur and Worthing - the challenges and opportunities
4. 21st November - translating ideas into actions
5. 5th December - refining proposals and making recommendations



In addition, participants took part in five ‘Micro Group’ sessions. Micro Groups included four assembly members and a facilitator. These groups were less formal and more self-organising, meeting in between each assembly weekend. The 10 Micro Groups all followed the same process for each of their meetings, contributing to the whole assembly process with additional opportunities for learning and deliberation.

Assembly members took part in around 35 hours of learning, deliberation and decision-making. The process was designed by Democratic Society with support and input from Adur & Worthing Councils’ officers, elected members and the Advisory Group. Each assembly day was led by an experienced lead facilitator, Mel Stevens, from Democratic Society.

Small group discussions were facilitated by an expert facilitation team - there was one facilitator for each of the small breakout groups made up of between six and eight participants. Notetakers (colleagues from Adur & Worthing Councils) also supported groups on days where the content of assembly member deliberations and output generation required their assistance.

As is standard in democratic processes of this nature, participants were organised into breakout groups based on demographic data gathered during recruitment. This ensures that the breakout groups are balanced and broadly representative of the whole assembly.

Throughout the process, the members of the assembly heard and discussed a range of evidence from other residents, community groups, local and national subject-matter experts and the councils, before developing their recommendations for tackling climate change and supporting local places to thrive.

## 2.1 The Assembly Process in Detail

### Micro Group one

Assembly members met in their Micro Groups for the first time to get to know each other in an environment with fewer people, test and check their tech, get confident, break the ice and start to understand the journey they were embarking on together.

In the first Micro Group session, participants unpacked their hopes and fears after watching a video welcoming them from the leaders of Adur & Worthing Councils - Daniel Humphreys, Leader of Worthing Borough Council and Neil Parkin, Leader of Adur District Council.

Finally, assembly members watched and discussed videos covering unconscious bias and critical thinking.

### 19th September - getting an understanding of the topic and its context

The first day of the citizens assembly sought to give assembly members the opportunity to meet one another for the first time, understand why the assembly had been called, the background, context, hopes and aspirations held by the Councils. Assembly members also learned the impact they could make in their communities and the contributions Adur and Worthing are making to tackling climate change.

#### Morning

In the morning, after a first round of introductions including an icebreaker exercise, assembly members were asked to draft a set of Conversation Guidelines for the assembly as a whole (see Appendix One).

Assembly members were then joined by Alex Bailey, Chief Executive of Adur & Worthing Councils who gave members background information on who the Councils are, why the climate assembly was called and his hopes and aspirations for the future.

Catherine Howe, Director for Communities at Adur & Worthing Councils then explained to members why the question and focus had been chosen, exploring why “the way we live and our local environment” was an important part of the overall question. Catherine also touched on Covid-19 implications and opportunities that have arisen as a result which could be harnessed in future approaches.

Assembly members then worked in breakout groups to discuss Alex and Catherine’s presentations with an opportunity to generate questions they may have for either speaker. After formally adopting the assembly’s Conversation Guidelines, they paused for lunch.

#### Afternoon

In the afternoon, assembly members heard from keynote speaker, Sir Jonathon Porritt, Founder of Forum for the Future, writer and commentator on sustainable development. Jonathon helped assembly members understand what we mean by ‘climate change’ and what is causing carbon emissions.

After a brief session in breakout groups to reflect and generate any questions for Jonathon, members welcomed Kristen Guida, Manager of the London Climate Change Partnership, to enable them to understand the predicted impacts of climate change. A pre-recorded presentation from Baroness Brown, Vice Chair of the UK’s Climate Change Committee, also explored what the national approach to tackling climate change is. Assembly members then had more time in breakout groups to reflect on what they had heard and generate any questions for Jonathon, Kristen and Baroness Brown.

Afterwards, there was a session in plenary, where each breakout group had the opportunity to explore their questions with each of the afternoon’s speakers (except Baroness Brown, for whom questions were submitted in writing afterwards). Any questions which were not answered were gathered and written responses provided later.

Finally, before closing the session and to end on a lighter note, members watched a video by John Drummond, a behaviour change consultant, who explained how people can effect change.

## Micro Group two

This session enabled assembly members to grasp a broader understanding of the topic of climate change and the interrelated topics.

Assembly members viewed 10 short videos which were recorded in advance by a diverse group of excellent speakers.

Some videos were watched by individuals in advance of coming together as a group. The videos and topics were:

Nicola Peel	International speaker & environmentalist	Climate justice and ethics
Ian Roderick	Director of the Schumacher Institute	Systems thinking overview
Paul Brewer	Director of Digital, Sustainability & Resources - Adur & Worthing Councils	Decision making structures and responsibilities
Tim Foxon	Professor of Sustainability Transitions, University of Sussex	Infrastructure and design as a system
Tony Whitbread	Former CEO of Sussex Wildlife Trust	Ecology as a system
Jackie Strube	Consultant, Adur & Worthing Councils	Housing as a system
Kath Dalmeny	CEO of Sustain: The alliance for better food and farming	Food as a system
Matt Turner	Regional Director at AECOM	Energy as a system
David Greenfield	Director, SOENECS Ltd, International Circular Economy Network, Tech Takeback	Waste and resources
Jenny Andersson	Really Regenerative Centre	Economy as a system
Judy Ling Wong	Honorary President of Black Environment Network	Social inclusion and climate change

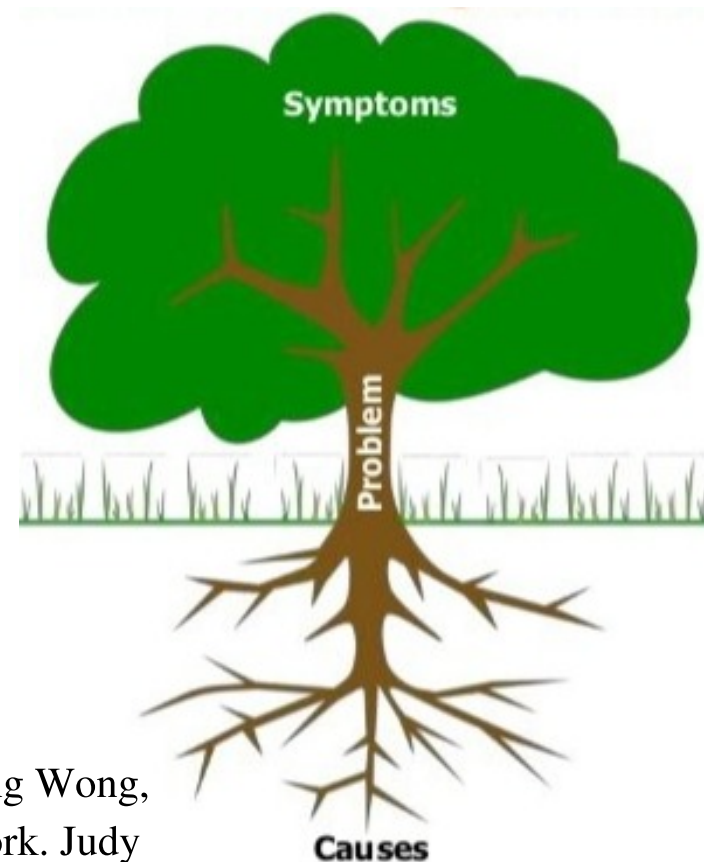
All of these videos are available to view on [Adur & Worthing Councils' YouTube Channel](#). Each of the 10 Micro Groups worked together to reflect on what they heard and generate questions for each of the speakers, noted down for day two

### Morning

Assembly members spent most of the morning taking part in a 'speaker carousel' - a process whereby speakers were paired and moved around each of the assembly's breakout groups. This process enabled members to have focussed time with each of the speakers to explore their thoughts and questions generated in advance during Micro Groups.

The pairs of speakers were as follows:

JUSTICE & ETHICS	Nicola Peel & Jenny Andersson
SYSTEMS & INFRASTRUCTURE	Ian Roderick & Tim Foxton
DECISION MAKING & HOUSING	Paul Brewer & Jackie Strube
ECOLOGY & FOOD	Tony Whitbread & Kath Dalmeny
ENERGY & WASTE	Matt Turner & David Greenfield



### Afternoon

In the afternoon, assembly members started documenting their initial thoughts around the issues of climate change and supporting local places to thrive. They explored the symptoms of a problem, the impact and the effects that problem is causing, and tried to identify what they thought the underlying issues were that were causing that problem to occur. A 'Problem Tree' template was used by members in their breakout groups (see Appendix Two) with each of the breakout groups creating as many Problem Trees as they chose in the time allocated. A summary of these was then fed back during a plenary session with the whole assembly. Finally, building on their knowledge and thinking around the issues and causes, members worked in their breakout groups for the remainder of the afternoon to create a draft set of Guiding Principles. These would serve not only to underpin assembly members' work going forward, but also to act as a set of principles for the councils and others to use for collectively tackling climate change and supporting places to thrive in Adur and Worthing.

After the speaker carousel, members watched a pre-recorded presentation from Judy Ling Wong, Artist and Environmental Activist and Honorary President of Black Environment Network. Judy explored the issue of fairness and justice in relation to tackling climate change.

## Micro Group three

During this Micro Group session, assembly members worked in their groups to reflect on the hopes and fears they captured in Micro Group one at the start of the assembly's journey.

The remainder of this session was focused on refining the draft guiding principles created in breakout groups during the whole assembly session on day two. Groups worked together to refine and combine six sets of the draft principles. Groups worked together to incorporate other's views and comments by using Google Docs as a collaborative drafting tool.

After all 10 Micro Groups had the opportunity to review, the final Guiding Principles were reached, ready for adoption later in the process which would assist with creating and testing their recommendations.

Assembly members also had the opportunity to watch a further six videos pre-recorded by speakers:

Henri Brocklebank	Director of Conservation, Sussex Wildlife Trust	Local opportunities to enhance the natural environment
Amy Thorley	Director, Food Pioneers	Local opportunities around food
Poppy Scott	Sustainability Coordinator, Worthing Homes	Local opportunities around housing
Clive Andrews	Founder, Shoreham-by-cycle	Local opportunities for active travel
Ian McAulay	CEO, Southern Water	Local opportunities to address climate change through Utilities
Mark Rogers	Civil Contingencies Advisor, Met Office	Climate change and the expected impacts in the local area

Further videos by our many other fantastic speakers were highlighted as 'optional viewing' for members and are available on the [YouTube channel](#)

Morning

Day three of the climate assembly marked the moment where the process moved from learning about tackling climate change to deliberation on the task at hand - answering the question set for the assembly to address.

To focus on this, assembly members received a presentation from Paul Brewer, Director for Digital, Sustainability and Resources and Francesca Iliffe, Strategic Sustainability Manager; both from Adur & Worthing Councils. They updated members on what the Councils were doing already in the context of tackling climate change, including what opportunities exist to do even more.

Mandy Redman, Insight Manager at Adur & Worthing Councils, joined to share the findings of a recent survey the councils ran, along with a series of focus groups with those who may be most impacted by climate change. This ensured the assembly heard views from ‘those not in the room’, to ensure they were thinking about and taking into account all of Adur and Worthing when crafting their recommendations.

Taking into account what they had just heard, assembly members then moved into breakout groups to get lots of their initial ideas down through an ‘ideas storm’ activity. No idea was a bad one, and members were encouraged to generate as many ideas as possible (see Appendix Three). Finally, in the morning assembly members were joined by a couple of people who had taken part in the focus group insight-gathering exercise. This included people who were allotment holders, living with a disability, local businesses, community groups and young people.

Breakout groups of assembly members were also joined by one or two of the focus group participants to have a conversation about climate change and its impacts from their perspective.

ALLOTMENT HOLDERS	Paul Eustice & Hilde Morris
THOSE WITH A DISABILITY	TR McGowran & Pauline Croy
BUSINESS	Tim Hague & Andrew Swayne
COMMUNITY GROUP	Carrie Cort & Geoff Barnard
YOUNG PEOPLE	Elliott Meakins

Assembly members then fed back key points in plenary to reflect on what they had learned from these conversations.

Afternoon

In the afternoon, assembly members were energised by watching four short pre-recorded presentations which provided inspiration for what was possible in the future, using examples from elsewhere. These were:

Farah Ahmed	Julie’s Bicycle	How art can be used to change behaviour and address social and racial justice
Amy Robinson	Corporate Projects Manager, Triodos Bank	Financial models and levers to tackle climate change
Kayla Ente	CEO, Brighton & Hove Community Energy Service Coop	Community energy in Adur and Worthing
Liz Wrigley	Core Connections	Design and infrastructure

Assembly members then went into breakout groups (different from those in the morning session) to review some of the ideas generated from that morning’s ideas storm exercise. Each breakout group was randomly allocated a selection of topics and ideas.

Members were encouraged to think about the impact and feasibility of each of their allocated ideas in turn to explore:

1. What impact would it have in Adur and Worthing?
2. How achievable is it?

Members then ranked each of the ideas using these two questions as either

- Green - Great idea, to be progressed
- Amber - Interesting idea, but needs further development
- Red - Interesting idea, but not worth progressing further.
- A ‘dreaming big’ category was used if assembly members felt any ideas were visionary or aspirational and deserved attention, but not feasible right now.

Members then had an opportunity to improve any of the ideas or add any they thought might be missing before agreeing their top five ideas, marked by placing a star next to the idea.

The breakout groups were then given a different set of ideas ranked red, amber, or green by a previous group, and added a final set of three stars to any ideas they thought were strong.

In plenary, the breakout groups then fed back the top ideas that had been identified during the afternoon (a top idea was one which received one or more stars). At the end of this session, there were a total of 46 ‘top ideas’ generated.



# Micro Group four

Before this Micro Group session, the top ideas were shared with the assembly’s expert lead on the given topic and a range of other experts for comment, advice and input.

Assembly members reviewed a document detailing the experts’ comments in advance of this session. During the session, facilitators led a discussion about assembly members’ views in light of the expert feedback on each of the ideas.

After discussion, there was a vote via SurveyMonkey where, as a group, assembly members gave each idea a ‘thumbs up’, a ‘thumbs down’ or a ‘meh - it’s alright’ vote. After all Micro Groups had voted, this created a set of the strongest supported ideas by the whole assembly (see Appendix Four).

### Morning

The fourth day started with assembly members voting to adopt their Guiding Principles (see section three). This happened via a quick poll within Zoom, with members voting individually. Any draft principles which received less than 50% support by the assembly were removed.

Assembly members then moved into breakout groups to start crafting draft recommendation statements, using the ideas which received a ‘thumbs up’ through the Micro Group voting. Members could call upon four ‘roaming experts’ should they need any expert knowledge when crafting their recommendation statements. The experts were:

- Catherine Howe    Director for Communities
- Francesca Iliffe    Strategic Sustainability Manager, Adur & Worthing Councils
- John Drummond    Behaviour Change Consultant
- Pauline Cory        Transition Town Worthing

Afterwards, members were brought back together to vote on their ‘top 10 recommendation statements’ using Slido. Each member had 10 votes before breaking for lunch.



### Afternoon

When assembly members came back after lunch, the lead facilitator presented the results of the Slido vote. Assembly members then spent the majority of their time in breakout groups thinking about the actions required and who needs to be involved in each recommendation.

- Only recommendations which received 15% of votes or above were worked on, meaning
- 28 recommendations received 15% of votes or more
  - Six recommendations received less than 15% of votes and were not progressed into the afternoon session.

Assembly members were encouraged to think about who needs to be involved to collectively make a recommendation real - thinking wider than only Adur & Worthing Councils to incorporate community groups, local and national organisations.

## Micro Group five

This session provided an opportunity for all assembly members to review the work completed during the fourth assembly day. The group facilitator put each of the 28 recommendations on show, with group members discussing and adding feedback on the recommendations.

This process sought to make each of the 28 recommendations stronger, by giving an opportunity for assembly members to work on all the recommendations, ensuring that they were developed and owned by the whole assembly.

Assembly members also reviewed and considered, with input from our expert leads, which recommendations were similar and could potentially be merged. The final result was a set of recommendations with comments to make them better, alongside agreement from members on which of the 28 recommendations should be merged and suggested phrasings to avoid duplication.

This resulted in 19 clear recommendations that were carried through into day five.

### Morning

After a general welcome to the final day and a reminder of the process they had gone through in Micro Group five, members were allocated to the same breakout groups they'd been working in during day four, to continue developing their recommendations. Some members were allocated to new groups where required due a number of recommendations being combined.

Assembly members then worked together on their allocated recommendations in breakout groups to review comments by others, document positive and negative impacts associated with the recommendations. They were also asked to think about and list any resources needed, thinking creatively so that this was more than just 'money from the Councils'.

The expert leads were available as roaming advisers again, supporting assembly members to build their recommendations well:

Catherine Howe	Director for Communities
Francesca Iliffe	Strategic Sustainability Manager, Adur & Worthing Councils
John Drummond	Behaviour Change Consultant
Pauline Cory	Transition Town Worthing

Before lunch, assembly members used SurveyMonkey to take part in a final vote on their recommendations (see Appendix Five). Individually, members voted on how much they supported or opposed each of the recommendations. Members' attention was drawn to their Guiding Principles to help them in their voting decisions.

### Afternoon

In the afternoon, the lead facilitator presented the results of the vote. All 19 recommendations received a majority of support (over 50%), with 18 of these receiving strong support (over 75%).

In this afternoon's session, assembly members worked with the 18 recommendations which received the strongest support.

In breakout groups, assembly members worked together to consider why each of the recommendations was important. Finally, they prepared short presentations about each of the recommendations ready for feedback to officers and Councillors from Adur & Worthing Councils.

Present to hear the feedback from assembly members were:

Cllr Daniel Humphreys	Leader of Worthing Borough Council
Cllr Angus Dunn	Deputy Leader of Adur District Council
Alex Bailey	Chief Executive, Adur & Worthing Councils
Paul Brewer	Director for Digital, Sustainability & Resources
Catherine Howe	Director for Communities

Presentations took place in two halves, with each recommendation being presented by assembly members, with a pause in the middle for initial reflections and comments from the councils.

Finally, Cllr Humphreys, Cllr Dunn and Alex reflected final comments in closing, and invited assembly members to present their recommendations to the Joint Strategic Committee of the Councils in due course.

Final closing and thanks were made by the lead facilitator, followed by an open space which was created for members to stay on the call and share any final comments or thoughts with the councils or delivery team before the assembly was closed.

## 03 Recommendations Made by the Climate Assembly

A wide range of outputs were captured over the duration of the assembly's journey through learning and deliberation to creating recommendations. Each one was a crucial part of the process in creating and producing a set of final recommendations. All outputs are available in the Appendices of this report.

### 3.1 The Climate Assembly's Guiding Principles

Below are the Guiding Principles which the assembly adopted as final on day four. These principles supported assembly members with the creation of their recommendations and their final vote. Members were encouraged to use them to 'test' recommendations against, ensuring that the work of the assembly remained true to the principles laid out.

- Make decisions based on environmental criteria and people, rather than short-term financial considerations.
- Work together by engaging the whole community. The process should be financially accessible and try to include everyone in making changes.
- Guarantee a cross-section of society is actively and continually included in equitable decision making processes.
- Behavioural change must underline the council's policy. We need accessible information and education to drive this.
- Ensure education is at the heart of what we do, so that all individuals and all communities understand the issues and are inspired, empowered and enabled to contribute.
- Climate-related decisions shouldn't be set in stone. The situation is fluid and decisions should be reassessed if new information comes to light. Old decisions should be revisited to check if they're fit for purpose.
- Climate-related decisions should be future proof - they should have to pass a test of 'causing no harm to future generations'.
- Act with urgency to prevent the probability of disaster if we don't do something now.
- Embrace technology to understand how climate change affects us in Adur & Worthing. This will help us understand potential solutions quicker.
- Use doughnut economic principles. Be sustainable in everything we do by using resources fairly.
- Find a way of measuring which companies are using resources responsibly and taking climate change seriously. Give contracts to those that are.
- Think global, act local. Small changes at a local level have a large impact globally when done by lots of people. Positive local changes can also benefit the local community.
- The councils must listen to communities and be open, transparent and accountable about all plans, community projects and constraints. Allow communities to get involved by having two-way communication.

## 3.2 Assembly's Recommendations and Results of the Ballot Vote

40

The information in this section shows the detail of each recommendation as it was created by assembly members. Members were asked to consider all of the content within each recommendation to inform their voting decision. Assembly members took part in a ballot vote on day five of the citizens assembly, delivered using SurveyMonkey. This allowed them to vote as an individual on how much they supported or opposed each recommendation. Results were immediately available using the SurveyMonkey system.

All 19 of the assembly's recommendations received majority support. Three of these recommendations received 100% support from all assembly members. All other recommendations received some opposition, with 'The Councils are accountable to ethical, green investment. Explore the feasibility of municipal green bonds for the benefit of our communities and the Councils' receiving the most opposition at 31%. There was one no response vote for 18 out of the 19 recommendations.

<b>100%</b>	Adur and Worthing actively encourage and promote biodiversity by managing rewilding of parks, open spaces, verges, waterways, 'waste spaces' chalk banks and involve partners - for example WSCC, community and businesses
<b>100%</b>	Actively encourage and incentivise energy efficiency improvements, including insulating and green energy schemes and ensure they are accessible for all homeowners. Engage with private landlords, businesses and local authorities.
<b>100%</b>	Influence educational establishments to enhance their outdoor spaces for biodiversity and use them for education about growing vegetables, wild flowers, and the importance of pollinators. Councils (Adur & Worthing and WSCC) should work in partnership with community groups to provide mentoring, support and other resources.
<b>98%</b>	Adur and Worthing needs better connected, affordable, accessible, greener public transport and more local, connected communities (both with businesses and local people) that encourages less commuting
<b>98%</b>	The Councils should set up, in collaboration with the community, more projects like Repair Cafes. Introducing hub(s) for upcycling, repairing, art creation and deliver training to provide skills in repairing/recycling
<b>98%</b>	To protect, invest in and actively enhance biodiversity in existing outdoor green spaces including community gardens, allotments, nature reserves and orchards and establish more. Ensure these are promoted in and accessible to the local community.
<b>95%</b>	Establish a plan for a network of small community growing spaces, focussed on food production and tackling food poverty
<b>95%</b>	Collectively influence behaviour by raising awareness of our purchasing power and ability to improve our health and the planet through the food we buy, eat and by reducing the food we waste
<b>95%</b>	Deliver ongoing awareness campaigns to eliminate unnecessary waste by promoting refuse, reduce, reuse, recycle and recover. Incentivise everybody in Adur and Worthing e.g. households, businesses, to adopt these principles
<b>93%</b>	There should be easy to find locations and sources of key information on sustainable practices for residents (e.g. on energy use, green options for front garden parking spaces, travel, local food directory)
<b>93%</b>	Adur & Worthing Councils to encourage and promote planning and development that exceed national standards, must incorporate the highest standards of biodiversity and sustainability and protect environmental standards from compromise by other policy areas or subsequent changes - using conditions and enforcement, and reject applications that do not meet those standards.
<b>91%</b>	The Councils publish widely and act upon their annual carbon audit, share learning, enabling/incentivising local businesses and organisations to do the same so the whole community are more aware and able to make informed choices
<b>91%</b>	Adur & Worthing Councils will champion and support the set up of a local community energy company for green and affordable energy which benefits everyone in our area and is well promoted and advertised
<b>91%</b>	Support national drive for electric vehicle uptake by ensuring affordable public charging points and parking spaces are accessible and compatible to all vehicles
<b>88%</b>	Promote more cycling by implementing clear and safe travel routes, ensure cycle safety training for all ages and ability and ensure legislative changes are pursued to promote access e.g. through parks
<b>88%</b>	Support the restoration of natural kelp - promoting the positives and managing the negative effects on the environment and the local community
<b>88%</b>	Develop New Salts Farm and Brooklands as centres of excellence, educating and engaging residents and schools around key themes, e.g. growing, pollination and biodiversity, recycling, energy use, reducing plastics, sustainability
<b>83%</b>	The Councils should collaborate with local allotments/groups to encourage composting. Enable people to compost with provision of free community/residents compost bins
<b>69%</b>	The Councils are accountable to ethical, green investment. Explore the feasibility of municipal green bonds for the benefit of our communities and the Councils.

The 'Why is it important?' sections of each recommendation were completed after the vote had taken place, to ensure that only those that received the strongest support were considered and therefore presented to the Councils at the closing of the assembly. The results of the ballot vote are displayed next to each recommendation. Recommendations are organised into themed groupings for ease.

# Green spaces and biodiversity

Support the restoration of natural kelp - promoting the positives and managing the negative effects on the environment and the local community.

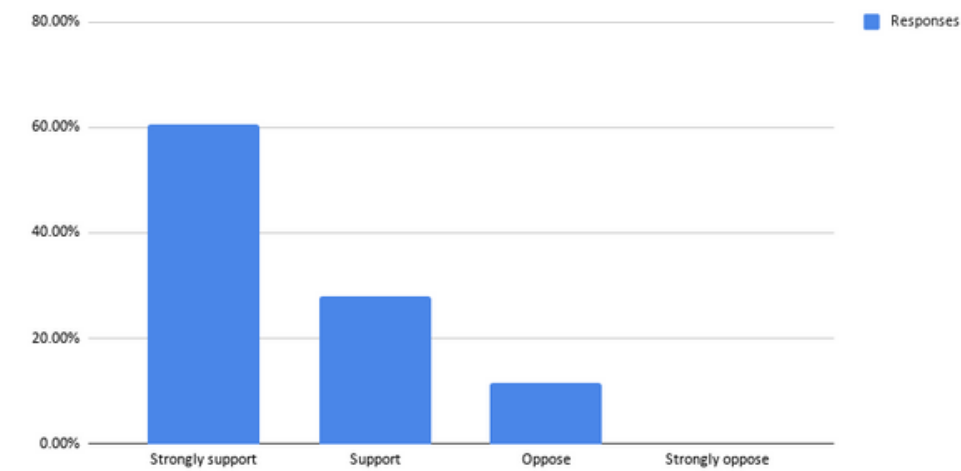
## What actions need to happen to make this recommendation real?

- Need to tackle the smell
- Explain to public why we are doing this again, keep them in the loop
- Explore how it will impact on biodiversity and how we can build tourism around that
- Look at impact on local fishing industry and how to mitigate that - Supporting local fishermen and helping them transition to new fishing practices
- Create unique branding around Adur & Worthing as a biodiverse place and brand - using the kelp forest and rewilding
- Investigate why so much kelp was washing up the shore Explore use of kelp
- Supplements and superfoods
- Use in agriculture (previously charging stopped farmers)

## Who needs to be involved to make this recommendation real?

- Fishermen/women
- Small business owners
- Sussex IFCA
- Coast guard
- Places that have already done something like this that we could learn from
- Tourist board
- People who manage the coastline (foreshore officers) People to research the use of kelp e.g. in agriculture
- Local marine charities
- Kitesurfers etc.

Kelp - How much do you support or oppose this recommendation for tackling climate change in Adur & Worthing?



## What impact will it have?

### Positive:

- Increased biodiversity
- Increased carbon capture
- Creating a new untapped resource
- Enhances reputation
- Potential economic benefits

### Negative:

- Smell
- Seaweed on beach
- Impact on fishing community

## What resources are available or are needed?

- Kelp!
- Foreshore team
- Local wildlife groups

## Why is it important?

- We are reinstating something that used to be there, that has a huge impact on CO2
- The benefits it will bring outweigh the potential negatives
- It will significantly increase biodiversity
- This is unique to us in Adur and Worthing
- Due to our location and lack of green space this is what we can do

## 4.2 Establish a plan for a network of small community growing spaces, focussed on food production and tackling food poverty.

### What needs to happen to make these recommendations real?

- Network and support existing community gardens and spaces (Support sharing/bartering between different gardens, Community soup, community fruit salad)
- Importance of supporting people rather than economy
- Mental health, physical, social impact really important (combat isolation and help people do something practical)
- Inclusion - Involve people with learning disabilities - like Buddies Cafe and Ferring Country Centre
- Encourage volunteers (particularly those with knowledge of growing) Linking people with gardens with people willing to garden to help each other
- Green spaces, but also roofs, old buildings etc.
- Reallocation of spaces that could be used in this way
- Audit of existing council spaces
- Ask people running these spaces what their challenges are and what help they need
- Use the council advertising etc to promote it
- Encourage collaboration with existing groups
- Bumper crops could be distributed by community groups e.g. food banks, community fridges

### What impact will it have?

#### Positive:

- Huge positive impact on mental and physical health
- Reducing food poverty
- Reducing food miles
- Making people feel useful
- Combating loneliness. Creating Community
- Reducing food waste
- Skill sharing
- Using unused land

(No negatives)

### Who needs to be involved to make this recommendation real?

- Adur & Worthing councils - Responsible for parks, waste & recycling collection, local planning, social housing, council tax, business rates, crematorium
- Farmers
- Local environmental groups
- Other local groups (churches, scouts etc.)
- Learn to cook groups
- Local food producers/farmers who might be able to help with advice
- National guerrilla/community gardening groups
- Established community gardening groups
- Allotment associations (people with time and knowledge who can share) Probation service Prison, hospitals, mental health groups
- Particularly green businesses
- Branded wheelbarrows
- Local business owners to donate tools or plants. Could sponsor this.
- Foodbanks (could signpost)
- (Good source of new locations and volunteers)

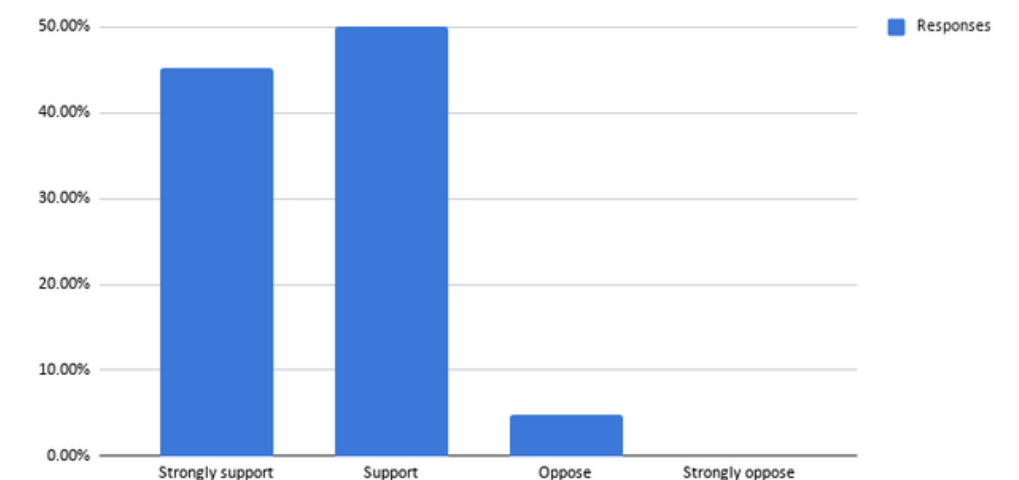
### What resources are available or are needed?

- People with gardening knowledge
- Land
- Volunteers
- Access to water

### Why is it important?

- See positives...
- There are no negatives!

Business plan for a community garden/space - How much do you support or oppose this recommendation for tackling climate change in Adur & Worthing?

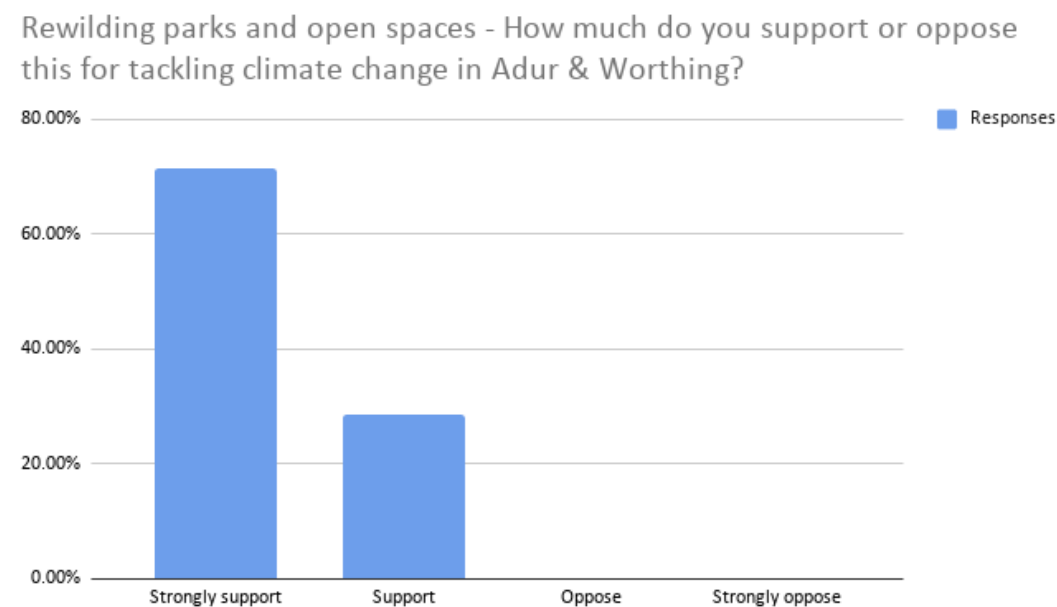


What actions need to happen to make this recommendation real?

- A&W to influence/partner with WSCC/public bodies/developers and businesses. churches to promote cross-pollinators, rewilding and wildlife in verges, roundabouts, chalk banks and green spaces and spaces
- More staff hours freed up at A&W to make this happen
- raise public awareness for A&W residents and through schools through media, outlets, social media, existing comms, in the curriculum
- Connect with Green Tides- to raise awareness about existing community groups/wildlife gardens, community orchards
- give incentives/ encourage/provide support to residents to form community group to re-wild/encourage pollinators in public green spaces eg seeds, tools and encourage connections with/support, existing groups
- Promote and raise awareness
- all climate assembly members to plant cross-pollinators in their garden if they have one and spread word
- Be more proactive in spreading the word- guest speakers in schools
- Green dreams festivals -big publicity push/influence/collaborate
- Consultation with Kelp industry re re-wilding ocean with Kelp- see other recommendation
- Knepp- rewilding project- share learning.
- Create unique branding around Adur & Worthing as a biodiverse place and brand - using the kelp forest and rewilding
- Raise awareness in schools through influencing school curriculum, involve children in rewilding.

Who needs to be involved to make this recommendation real?

- Other local groups (churches, scouts, etc.)
- Business groups (chamber of commerce etc.)
- Developer
- Local environmental groups
- Media & comms (newspapers, social networks)
- West Sussex county council (Responsible for local transport planning, waste & recycling disposal, schools, adult & child social care, registering births & deaths, libraries)
- Residents
- Schools
- Fisherman/woman - partner/ collaborate/ influence - promote and raise awareness
- Adur & Worthing climate assembly
- Adur & Worthing councils (Responsible for parks, waste & recycling collection, local planning, social housing, council tax, business rates, crematorium)



What impact will it have?

Positive:

- Helps nature to thrive
- Pleasant landscape
- Improved air quality
- Increased wildlife
- Reduces carbon emissions via trees, bushes, etc
- Nice area to live in
- Raises awareness with public
- Improves human health and wellbeing
- Rewilding capital of south - promotes green tourism

Negative:

- Consideration of cost to implement and manage
- Land for housing?

What resources are available or are needed?

- Green tides
- Green dreams festival
- Knepp
- The conservation volunteers
- Funding of environmental groups
- Provisions for seeds, tool loans
- Sponsorship from local garden centres for plants etc
- Tool library and seed swap
- More land left available

Why is it important?

- Encouraging wildlife to thrive
- Improving health & wellbeing for our community
- Mental health benefits in terms of peace of mind
- Restoration of the natural ecosystem and structure of life
- Making Adur & Worthing a more pleasant place to live
- Putting A&W on the map - Green capital of the south
- Mitigation of our current position

To protect, invest in and actively enhance biodiversity in existing outdoor green spaces including community gardens, allotments, nature reserves and orchards and establish more. Ensure these are promoted in and accessible to the local community.

What actions need to happen to make this recommendation real?

- Audit which allotments and community gardens are there already and assess how well they're working
- Consult on size of allotment - could they be smaller?
- Smaller, manageable allotments made available
- Create a map/ directory of local community organisation who look after allotments so that good practice/ models can be shared
- Identify where plots are being rented but then not being used properly
- Look at surplus food production and link back into communities
- Can sell and use to invest back into allotment
- Promoting local opportunities for visiting and volunteering
- Audit of space of land available
- Make funding/ resources/ sponsorship available to community groups to use
- 'Timeshare' allotments for group use
- More flexibility in how allotments are used
- Assessment of biodiversity within these spaces so we know what to protect
- Raise resident awareness on local nature reserves we can visit
- More allotment spaces made available
- Share experience from allotments holders with volunteers establishing and managing community gardens
- Learn from other successful community groups i.e. Albion Community Garden in Brighton
- Initiatives to help communities know what space might be available
- Community groups listed who can help co-ordinate these shared gardening
- Community gardens - shared space made available
- Explore different funding and investment models, eg sponsored by local businesses and FREE days
- Make these more affordable for families
- Provide community with the choice and skills to enable them to manage community spaces
- Identify potential space (currently unused) i.e. roof space
- Identify community led/managed green space and how it can be used
- Ensure new developments have a requirement for communal spaces in the planning.
- Register of spaces. Find out what we have to work with

Who needs to be involved to make this recommendation real?

- Adur & Worthing councils (Responsible for parks, waste & recycling collection, local planning, social housing, council tax, business rates, crematorium)
- West Sussex county council (Responsible for local transport planning, waste & recycling disposal, schools, adult & child social care, registering births & deaths, libraries)
- Social housing providers
- Schools
- Adur & Worthing climate assembly
- Charity/third sector organisations
- Residents
- Media & comms (newspapers, social networks)
- Large businesses
- Other local groups (churches, scouts etc.)
- Sussex wildlife trust
- Developers, Social housing partners, large and small businesses
- NHS (Community gardens in grounds of hospitals)
- Build community orchards into plans
- South Downs National Park and Sussex Wildlife Trust
- Farmers
- Sponsoring opportunities
- Local environmental groups
- Small business owner
- Higher education (colleges, universities)
- Allotment committees
- Business groups

What impact will it have?

Positive:

- Improved Mental and Physical health
- Bring people closer to the benefits of biodiversity
- Improvement in carbon offsetting
- Better use of allotment space
- More biodiversity
- Empowerment of the community
- Grow more food in the community for the community and share surplus

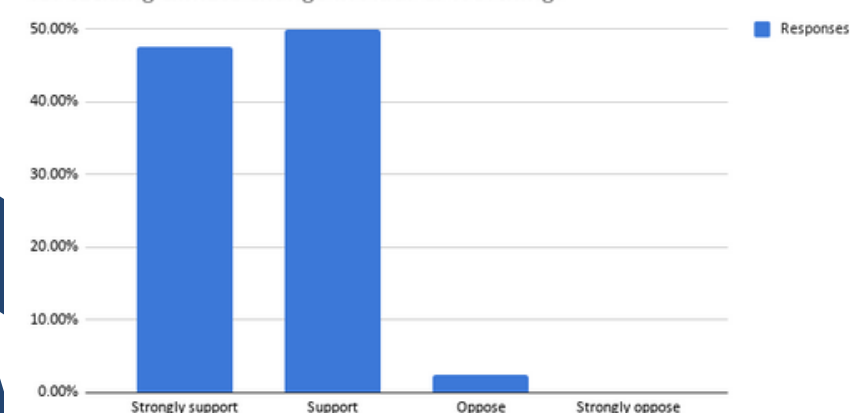
Negative:

- Conflict between groups
- Loss of space for some

What resources are available or are needed?

- More park rangers
- Community groups
- Ward councillors
- External funder
- Volunteers
- Engagement/Participation “person”

Outdoor communal spaces - How much do you support or oppose this for tackling climate change in Adur & Worthing?





The Councils publish widely and act upon their annual carbon audit, share learning, enabling/incentivising local businesses and organisations to do the same so the whole community are more aware and able to make informed choices.

What actions need to happen to make this recommendation real?

- The Councils publish the previous year's usage each year
- Include highlights of what has happened to help reduction in carbon for others to see
- Creation of a zero carbon group
- Demonstrate a working case study of a circular economy example of how businesses can save money by making improvements in their carbon emissions whilst helping the environment
- Highlight financial savings to encourage people
- include on Council tax bills
- Share case studies of businesses that are already doing well at reducing their carbon emissions
- Create a forum to exchange ideas between residents so others can learn about what works
- Councils to make recommendations for recognised carbon audit companies
- Create an easy to read rating system for businesses and consumers
- include on Council tax bills
- Share case studies of businesses that are already doing well at reducing their carbon emissions
- Create an easy to read rating system for businesses and consumers
- Communicate information that we have had, more widely to other residents
- use street lighting more intelligently - more control/dimming where there is movement or not (see energy efficiency recc) Training for businesses, tools for use - eg. CAT training workshops
- Providing information about carbon auditing to businesses and what they can do/how they create their own audit

Who needs to be involved to make this recommendation real?

- Chamber of commerce/Adur Worthing Business Partnership/Worthing Town initiatives
- Small business owner
- Arts organisations (theatres, artists, festival organisers)
- Large businesses
- Business groups
- Adur & Worthing councils (Responsible for parks, waste & recycling collection, local planning, social housing, council tax, business rates, crematorium)
- West Sussex county council (Responsible for local transport planning, waste & recycling disposal, schools, adult & child social care, registering births & deaths, libraries)

What impact will it have?

Positive:

- Holding the Councils and companies accountable
- Residents make more informed choices
- Reduced carbon emissions
- Greener buying and greener businesses

Negative:

- Short term costs

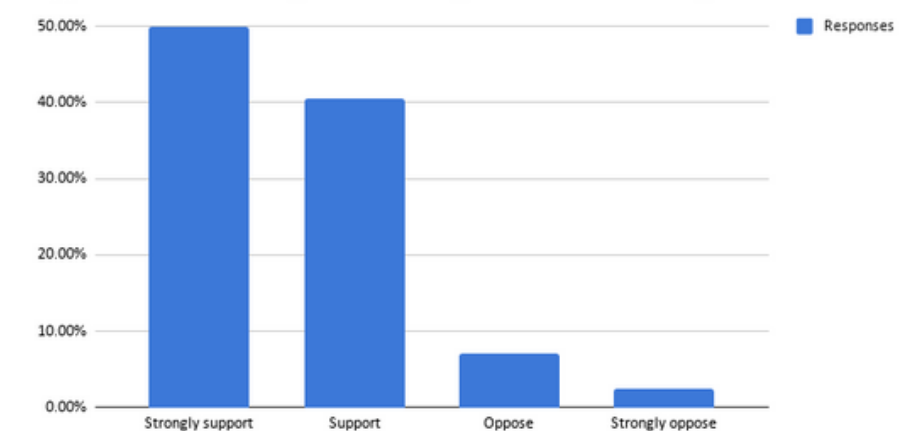
What resources are available or are needed?

- Regulated audit companies
- Regulations to be established if not already
- Financial support
- Sussex green living
- Centre for alternative technology - carbon report online and potential to run workshops
- Workshops to be available for businesses & residents

Why is it important?

- Accountability for the Councils to the community
- Taking a lead for businesses to follow
- Proof that we are moving towards the 2030 carbon target in a timely manner
- To track the impact and what we need to change
- Residents know that money is used to support sustainability
- Allowing consumers to be empowered to make good choices

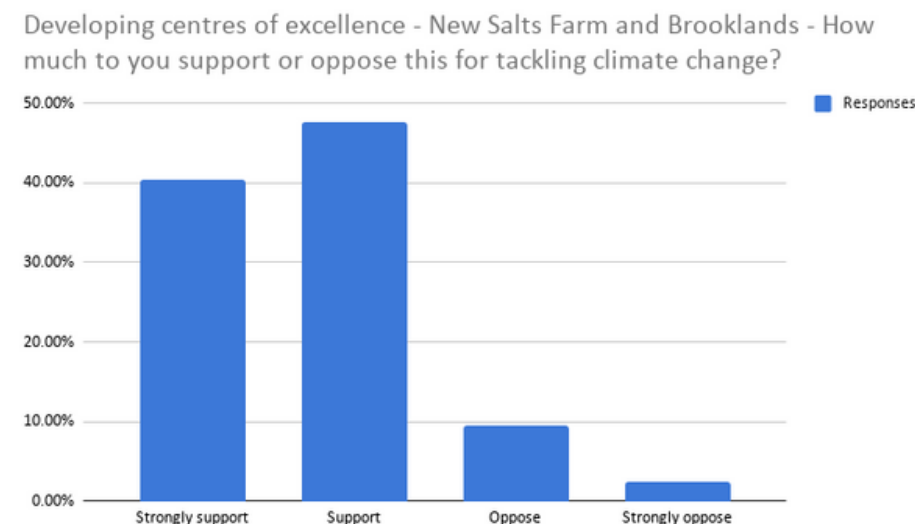
Councils to publish annual carbon audit - How much do you support or oppose this for tackling climate change in Adur & Worthing?



Develop New Salts Farm and Brooklands as centres of excellence, educating and engaging residents and schools around key themes, e.g. growing, pollination and Biodiversity, recycling, energy use, reducing plastics, sustainability.

What actions need to happen to make this recommendation real?

- Make relevant to the curriculum
- Develop resources for teachers
- Community awareness - promotion/marketing/engagement
- Designing with the community
- Co-design with potential users
- What would they look for from an education centre (carrot)
- Explore what are in local schools' curriculum
- Varies school to school
- Schools working cooperatively on this
- Build a sense of community ownership
- Include a nice space for the community to connect with each other and enjoy using
- Costs people pay to attend
- What's already in the works
- Volunteers/paid staff
- 'Hands-on' participative stuff
- Avoid 'stuffy museums' at all costs!
- Funding opportunities
- Research
- Staffing
- If possible, be open throughout the year
- Engaging things to keep it going
- Curate a programme which is evolving and updated regularly
- Identify a fundraiser
- Business plan?



Who needs to be involved to make this recommendation real?

- Media & comms (newspapers, social networks)
- Tourism industry
- Schools
- Other local groups (churches, scouts, etc.)
- Developer
- Higher education (colleges, universities)
- Adur & Worthing councils (Responsible for parks, waste & recycling collection, local planning, social housing, council tax, business rates, crematorium)
- NHS
- A place to relax, enjoy, get well etc
- Residents
- Local environmental groups
- Charity/third sector organisations
- Adur & Worthing climate assembly - connections to get speakers/events based on the connections made to people in climate assembly

What impact will it have?

Positive:

- Education working collaboratively
- Common purpose for community - coming together
- Improves environment - public spaces
- Learning opportunities for all
- Intergenerational
- Really good for biodiversity
- Creates employment
- Wellbeing - mental health
- Improve local economy - tourism

Negative:

- Hard to find funding
- Council may be reluctant because of previous re-development
- Ethical dilemmas - what if BP funding
- Extra traffic & congestion

What resources are available or are needed?

- Other projects in local area - for programming
- Local public transport
- The big local
- Good public transport network to connect it to
- The National Lottery funding
- Large carbon neutral businesses

Why is it important?

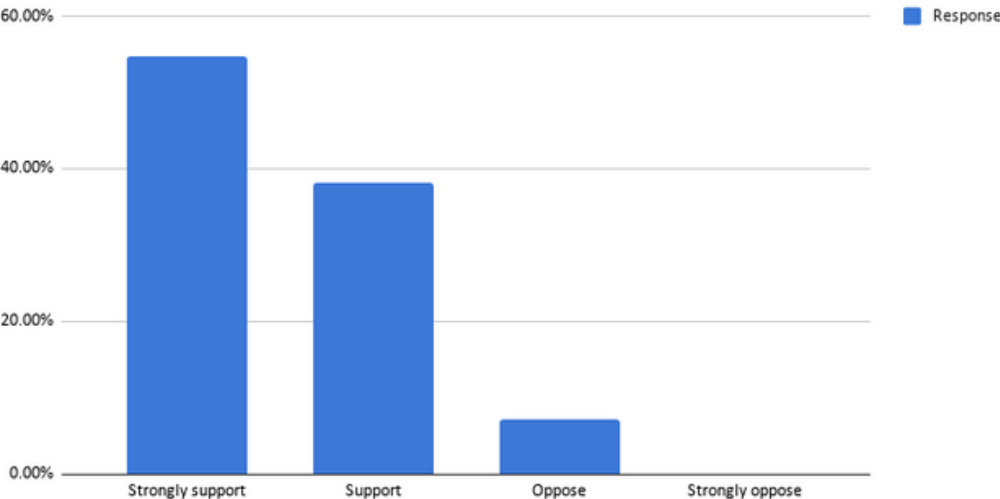
- More education can only be a good thing!
- Provides a space to promote wellbeing for all
- Promoting environmental benefits
- Somewhere I could go and feel part of something
- Would be able to connect with people - family/friends/neighbours

There should be easy to find locations and sources of key information on sustainable practices for residents (e.g. on energy use, green options for front garden parking spaces, travel, local food directory)

What actions need to happen to make this recommendation real?

- Understand all the areas of advice needed
- Understand how to reach people
- Communicate through lots of channels
- Make use of community markets
- Make it engaging, user friendly (perhaps interactive- channelling you to the right info)
- Communicate climate targets as part of this
- Create a local food directory
- Council to provide a starting point, bringing it all together where you can find more from - (There is lots already happening eg. Transition Town)
- Mobile info van touring events
- Local papers. Through local groups
- Use library/ community centres
- Troubleshooting wizard like on computer - directing you to what you need
- Put info in with annual council tax bill about what the council are doing to tackle climate change
- Allow producers to certify and add themselves to this cheaply or for free
- Make sure accessible
- Shows/ displays for students/families (There aren't many info displays currently)
- Website, social media, newsletter
- Don't make it sound too eco-warrior
- And include advertising where to find out what you personally do
- An agency to support local businesses and help them help each other, and network together

Locations and information on sustainability - How much do you support or oppose this for tackling climate change in Adur & Worthing?



Who needs to be involved to make this recommendation real?

- Farmers
- Local environmental groups
- Linking groups like community allotments
- Fisherman/woman Local media
- Media & comms (newspapers, social networks)
- Local library staff
- Small business owners
- Citizens advice bureau
- Adur & Worthing councils (Responsible for parks, waste & recycling collection, local planning, social housing, council tax, business rates, crematorium)
- Community centres
- Other local groups (churches, scouts etc.)
- Local social media influencers
- Facebook, instagram, tiktok, twitter

What impact will it have?

Positive:

- Better informed residents
- Knowing where to find info
- More engagement from the community
- People making better choices
- Greater take up of council schemes
- Could generate revenue if advertising local businesses

Negative:

- Cost
- Staffing

What resources are available or needed?

- Council staff
- Physical resources e.g. an electric van

Why is it important?

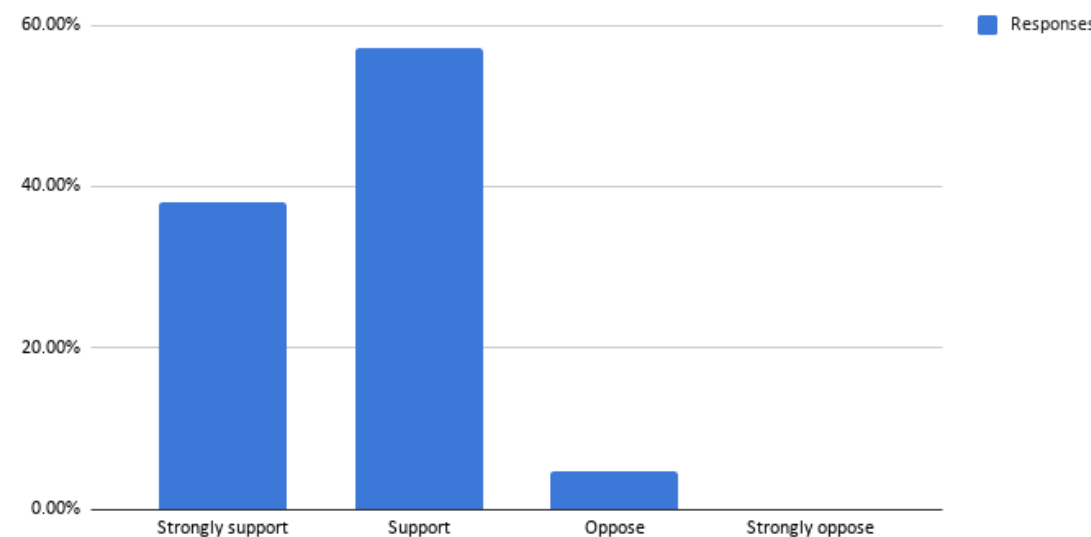
- Info isn't there on the council site currently - it should be on the landing page
- It's not just about a website, but having lots of ways in e.g. open days , bringing info to people
- Allows people to make changes themselves
- Lot of small things people could be doing if they realised - they need to know about them

Collectively influence behaviour by raising awareness of our purchasing power and ability to improve our health and the planet through the food we buy, eat and reducing the food we waste

What actions need to happen to make this recommendation real?

- Councils to work with local supermarkets to advocate for local food stocks
- Develop a really strong story/narrative
- Learn from some of the best campaigns e.g. David Attenborough
- Councils should promote meat free days etc for employees and encourage other employees to do the same e.g. 'mac n cheese monday'
- Connaught Theatre for example
- Lots of potential venues to utilise
- Pop-up cinema has worked nicely before!
- Street art/theatre - make spaces come alive
- Learn from current campaigns e.g. Greenpeace
- Has to be something that 'touches' people - laugh, sad, emotive - strong story!
- Animals - grab attention
- Look into best practice from around world about how to buy food more sustainably e.g. new Asda store
- National campaign - carbon content alongside fat content
- Be creative - use art etc
- People need advice and good choices - cookery classes
- Champion and raise awareness of local food producers
- Behavioural experts
- Work out who our audiences are and how we reach them - critical. Identify the right way to reach the right audience
- Share information about the benefits of reducing meat consumption
- Work with local schools/groups
- Improve school meal contract
- councils need to led by example- eg promoting food that is good for climate eg avoiding factory farmed meat in own council building/amenities

Campaigns for health and climate benefits related to food - How much do you support or oppose this for tackling climate change in Adur & Worthing?



Who needs to be involved to make this recommendation real?

- Media & comms (newspaper, social networks)
- Other local groups (churches, scouts etc.)
- Farmers
- West Sussex county council (Responsible for local transport planning, waste & recycling disposal schools, adult & child social care, registering births & deaths, libraries)
- Schools
- Adur & Worthing councils (Responsible for parks, waste & recycling collection, local planning, social housing, council tax, business rates, crematorium)
- Arts organisations (theatres, artists, festival organisers)
- Charity/ third sector organisations
- Residents
- Local environmental groups
- Social housing providers
- NHS
- Higher education (colleges, universities)
- Fisherman/woman - really important industry/resource - get them on side early
- Adur & Worthing climate assembly - Hannah potentially has 'ways in' to experts on this

What impact will it have?

Positive:

- Positive healthier diet
- Less food waste
- Less food miles

Negatives:

- Plant based school meals may be more expensive
- Financial affordability - changes in food might be more expensive

Why is it important?

- Less landfill
- Could reduce the amount of packing we use
- More resources to share if we throw away less waste
- Improving health= reducing healthcare costs
- Mental benefits - when you eat good food and know where it comes from you feel good
- Could benefit local economy if we source locally
- Reducing Co2 and cost of food if we source locally
- Reducing amounts of pesticides we use if we source locally

Influence educational establishments to enhance their outdoor spaces for biodiversity and use them for education about growing vegetables, wild flowers, and the importance of pollinators.

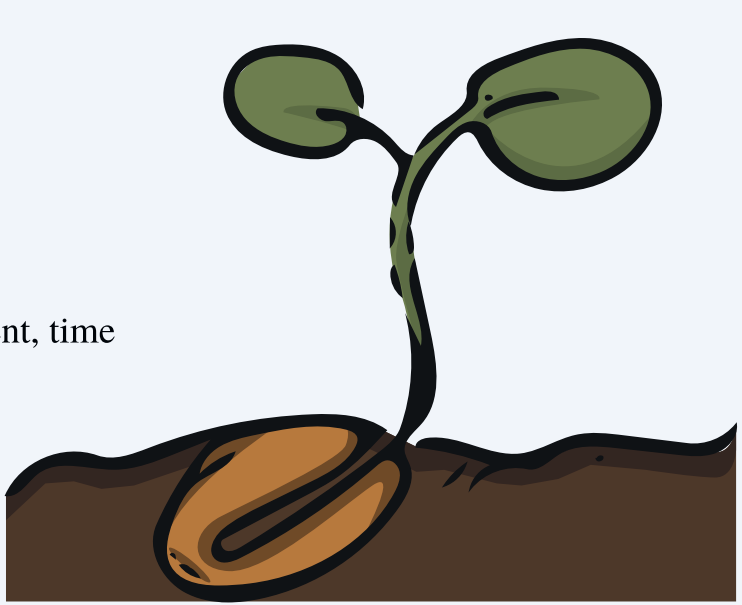
Councils (A&WC and WSCC) should work in partnership with community groups to provide mentoring, support and other resources.

What actions need to happen to make this recommendation real?

- Schools need to be made aware of what they can do
- Resources made available
- Local advertising and sponsors
- Social media support
- Wildlife corridors
- Encouraging grass not being cut
- Incorporating environment education into school learning already in place
- Brooklands education centre to be included on school curriculum
- Courses for teachers - you're never too old to learn!
- Seeds to plant given
- Competition with schools
- Outdoor lessons - activities
- Is permission needed?
- Someone responsible in each school
- Schools not allowed bees, trees, ponds etc. because of H&S
- Strengthen school connections for sharing of information and collaboration
- The Haven at Homefield Park
- Use volunteers to support teachers to learn
- Directory of where to buy things
- Link in with curriculum subjects (geography, history, food tech, DT, science)
- Nursery through to secondary schools
- Funding to do this
- Engage through E.Y.E
- Getting past H&S barriers
- Finding ways to get the interaction between schools and community programs
- Use allotments as well as school spaces
- National commitment - planting tree for every school child, links with this
- Ideas of how to raise funding for this
- Correct tools and materials
- Volunteers
- Explaining that this is their future
- Behaviour change
- Make it fun
- Involve children in Green Dreams festival
- After school clubs as well as core curriculum

Who needs to be involved to make this recommendation real?

- Sussex Wildlife Trust
- Comms
- Schools
- Volunteers
- E.Y.E
- School boards
- Donating money, equipment, time
- Sussex Green living
- Local garden shops
- Green tides
- Farmers
- Small business owners
- Media & comms ( newspapers, social networks)
- Residents
- Arts organisations (theatres, artists, festival organisers)
- Large businesses
- Other local groups (churches, scouts etc.)
- Adur & Worthing councils (Responsible for parks, waste & recycling collection, local planning, social housing, council tax, business rates, crematorium)
- Food pioneers pollinator project
- Local environmental groups
- Charity/third sector organisations
- West sussex county council (Responsible for local transport planning, waste & recycling disposal, schools, adult & child social care, registering births & deaths, libraries) Schools



What impact will it have?

Positive:

- Making children more aware of the environment
- Health benefits
- Engage and enrich education
- Better understanding about growing
- Make children aware of what they can do to help environment
- Increase awareness of where food comes from

Negative:

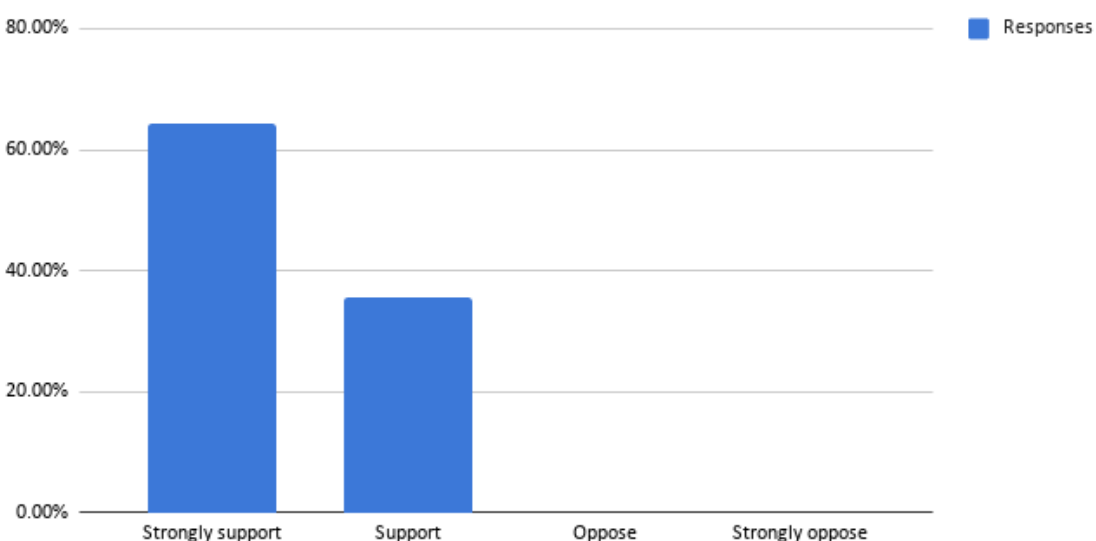
- Health & Safety - schools may have their hands tied
- Need to fence of areas to keep it safe (but way around it - fenced area)

Why is it important?

- The children are our future - so important to equip them with the knowledge & skills
- What we enjoy, we love. What we love, we protect - Judy Ling Wong
- It will encourage children to learn about nature and protect it
- So many benefits - health, nature - in learning about food production
- Good for mental wellbeing to be outdoors
- Long-term benefits of food waste, biodiversity in teaching about these things



Rewilding in schools - How much to you support or oppose this recommendation for tackling climate change in Adur & Worthing?



Adur & Worthing Councils will champion and support the set up of a local community energy company for green and affordable energy which benefits everyone in our area and is well-promoted and advertised.

What recommendations need to happen to make this recommendation real?

- Promote community energy to be used by developers
- Explore setting up community owned energy and/or company
- Build on feasibility study on community energy company already done by Transition Town Worthing and source funding for set up
- Work with existing companies e.g. BHESco, European Investment Bank
- Raise awareness about existing community energy schemes/providers - with colleges, businesses, large orgs (Lush), housing assoc
- Explore working on community energy schemes with residents

Who needs to be involved to make this recommendation real?

- Ripple?
- Community energy companies that already exist
- West Sussex county council (Responsible for local transport planning, waste & recycling disposal, schools, adult & child social care, registering births & deaths, libraries)
- Media & comms (newspapers, social networks)
- Developer
- Social housing providers
- Residents
- Adur & Worthing council (Responsible for parks, waste & recycling collection, local planning, social housing, council tax, business rates, crematorium)
- Business groups

What impact will it have?

Positive:

- Local energy resilience
- Reinvest in green projects
- Profits retained locally
- More control on where profits go
- Incentive through returns on shares
- Increase in community employment

Negative:

- Potential loss of space for wildlife and biodiversity

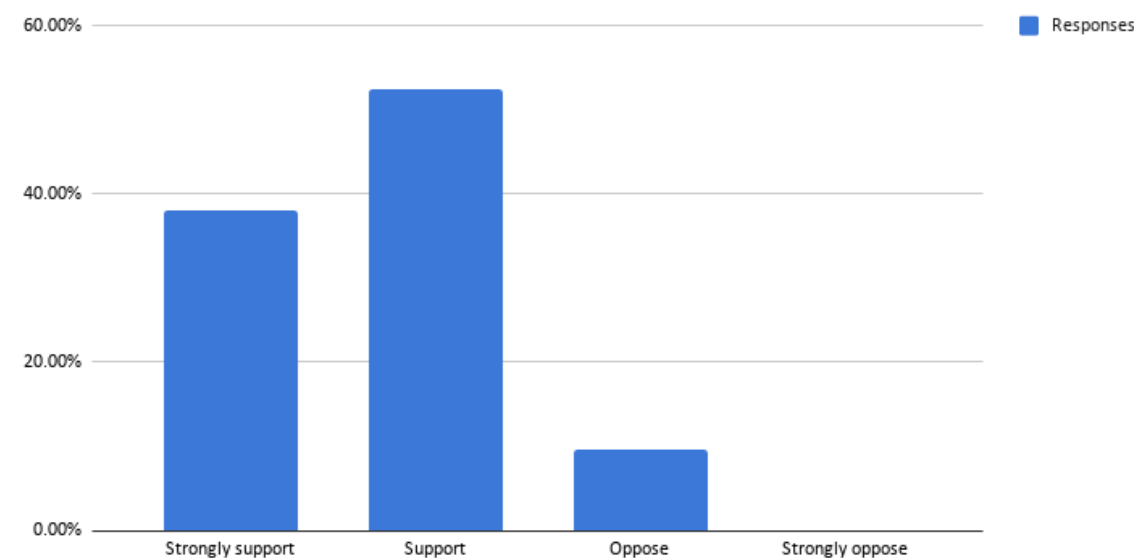
What resources are available or are needed?

- Funding
- Transition Town Worthing
- Social media channels - local press, tv
- Support from councils
- Online resource for community use
- Existing local models of greener energy companies to tap into
- EIB
- Shared expertise
- South east climate alliance

Why is it important?

- Make us more resilient by producing energy locally
- Energy profits reinvested locally
- Increase local employment
- Encourage reinvestment in green projects to help Councils be more sustainable

Local community energy company - How much do you support or oppose this recommendation for tackling climate change in Adur & Worthing?



Actively encourage and incentivise energy efficiency improvements, including insulation and green energy schemes and ensure they are accessible for all homeowners. Engage with private landlords, businesses and local authorities.

What needs to happen to make this recommendation real?

- Set a minimum standard and reach it and incentivize to go above and beyond
- A green charge to companies who don't comply
- Council mapping areas where solar would work well and then getting in touch with the people who could make it happen
- Identify ambassadors
- A&W Council to explore how to incentivize or penalise dependent on their carbon usage
- Identify renewable energy suppliers/become a renewable energy supplier
- Council's environmental officers to provide advice to landlords and tenants for households in HIMO
- Encourage people to have more Solar Panels and what that could mean in terms of cost benefits
- Linking into a ripple energy group
- Inform local community about any available grants for solar panels for example (affordable) Audit housing stock to see where everything is at
- Promotion/ awareness raising of incentives available
- Councils to make people aware of what grants are available
- Decide how to 'means test' so it's accessible
- Multiple comm streams to provide info such as videos, free phone lines, online advice, forums
- Education around heating & insulation options available
- Bulk-buying scheme where saving is shared between buyer and businesses
- A partnership to be set up including the use of ambassadors with the Councils and local businesses to install and promote the use of more solar panels, (to include Council buildings and housing stock).
- Identify case studies
- Energy efficiency audit in public buildings i.e. Church's, community centres, Council buildings, hospitals. Need a minimum green credential to pass
- Decarbonise all large buildings - public and private sector
- Incentives to include new Green Awards Scheme
- Encourage and support facilitate public buildings being energy efficient. Can only enforce at government level
- Discount scheme for energy efficient equipment
- Eco open house events, promote best practice e.g solar projects, heat pump networks run by council
- To articulate what counts as a 'green' improvements
- Buildings and Architecture to include Green walls and roofs
- Council put business rates down for orgs with with solar panels
- Write the strategy
- Housing Policy needs to be updated to include all of the issues/actions we suggest
- Ensure aligned/ not duplicating national incentives
- Maybe Council needs to ask local businesses to tender for authorisation to provide things like solar panels, cavity wall insulation etc so that public know which firms to approach for estimates
- Council to put council tax bands down as an incentive
- Dim street lighting
- Decide how to incentivise e.g tax breaks; grants and budget set aside
- Some form of enforcement for non-compliance
- The Councils create a team or place that people/ local businesses can go to find out how they can reduce consumption
- More building regulations - nationwide and local
- More regulation for landlords around housing conditions and green energy
- Incentives for landlords to use energy efficient housing options

Who needs to be involved?

- Energy companies
- Installers
- Experts in energy
- Worthing homes
- MP's
- Residents
- Private landlords
- Small business owner
- Media & comms (newspapers, social networks)
- Schools
- NHS
- Adur & Worthing Climate Assembly
- Developer
- Higher education (colleges, universities)
- Larger businesses
- Central government - responsible for setting national legislation and national policy, large scale financing
- Business groups (chamber of commerce etc.)
- West Sussex county council (Responsible for local transport planning, waste & recycling disposal, schools, adult & child social care, registering births & deaths, libraries)
- Adur & Worthing councils (Responsible for parks, waste & recycling collection, local planning, social housing, council tax, business rates, crematorium)

What impact will it have?

Positive:

- Reduction in non-renewable energy use
- Ongoing Cost reduction for all (eventually)
- Carbon reduction

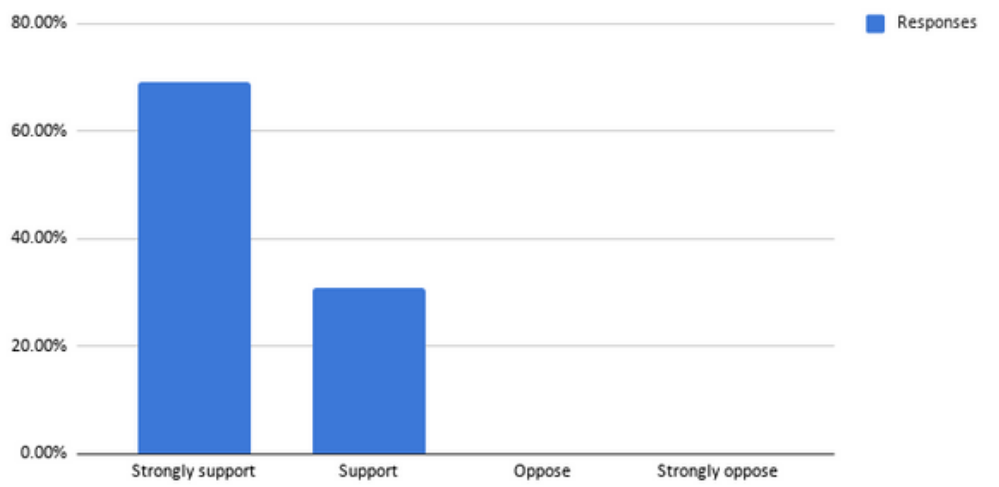
Negative:

- May be expensive to install or change

What resources are available or are needed?

- Rate relief/ Tax relief
- Government grants
- Ripple energy
- Council input
- Access to affordable renewable energy supplies

Energy efficiency improvements - How much do you support or oppose this recommendation for tackling climate change in Adur & Worthing?



The Councils are accountable to ethical, green investment. Explore the feasibility of municipal green bonds for the benefit of our communities and the Councils.

52

### What actions needs to happen to make this recommendation real?

- Could make council land available as a preference for good projects that are not only private profit.
- Bonds do need a return
- Explore where this is working well and see if I can be done in W&A
- Create a small one locally and test out the need and see if people would invest - try a small project out.
- Bond around Food/waste that might be able to be offset against electricity
- A&W help to facilitate exploring schemes that can be applied in the this area
- Councils to promote that local eco warriors can invest in
- Like green bonds but recommendation does not make sense - ' explore feasibility of green bonds to ensure Council invests in a ethical and green way
- Shares made available to local residents
- local energy for local people - not profits out of the country, but without loosing 'commercial' viability
- Feedback and involve the Climate Assembly on the findings
- Solar panels project could be a Bond with a small return. possibly with new estates? incentives for new builds?

### Who needs to be involved to make this recommendation real?

- Adur & Worthing councils (Responsible for parks, waste & recycling collection, local planning, social housing, council tax, business rates, crematorium)
- West Sussex county council (Responsible for local transport planning, waste & recycling disposal, schools, adult & child social care, registering births & deaths, libraries)
- Business groups (chamber of commerce etc.)
- Fisherman/woman
- Residents
- Adur & Worthing climate assembly Local environmental groups
- Developers
- Central Government (Central government - responsible for setting national legislation and national policy, large scale financing)

### What impact will it have?

#### Positive:

- You may get a return or a better one than you currently get
- If successful then there will be money to invest in greet projects within W&AC
- Promotes a green environment locally, and good for the 'brand' of Worthing -Local people can invest in local project
- Profit with stay in A&W for bonds created by the council
- Uses some existing projects there already

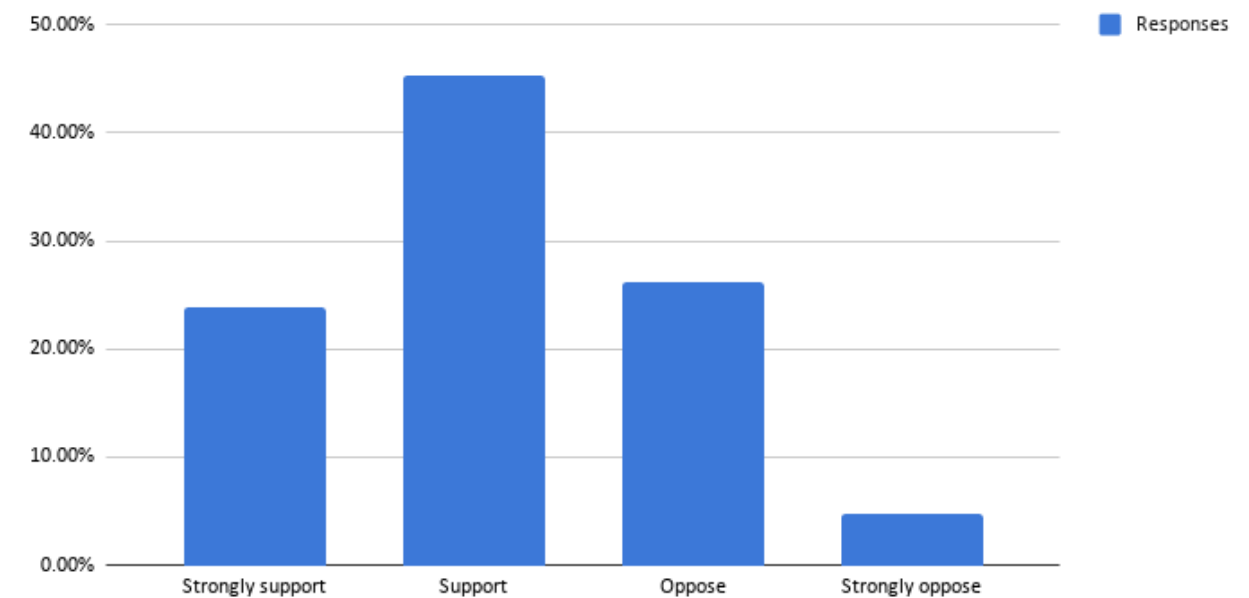
#### Negative:

- 0% return so not always financially beneficial
- Smaller local companies might be risky financially
- Working with third parties can cause problems as it complicates things
- Not very attractive if not a good profit
- It's complicated
- May have to bail out if companies go bustNot much return - too much competition

### What resources are available or needed?

- Money and investment
- Experts
- Framework to set up and govern it/management approach
- Advertising/well promoted for residents etc.

Ethical, green investment - green bonds - How much do you support or oppose this recommendation for tackling climate change in Adur & Worthing ?





Adur and Worthing Councils to encourage and promote planning & development that exceed national standards, must incorporate the highest standards of biodiversity and sustainability; and protect environmental standards from compromise by other policy areas or subsequent changes - using conditions and enforcement, and reject applications that do not meet those standards.

What action needs to happen to make this recommendation real?

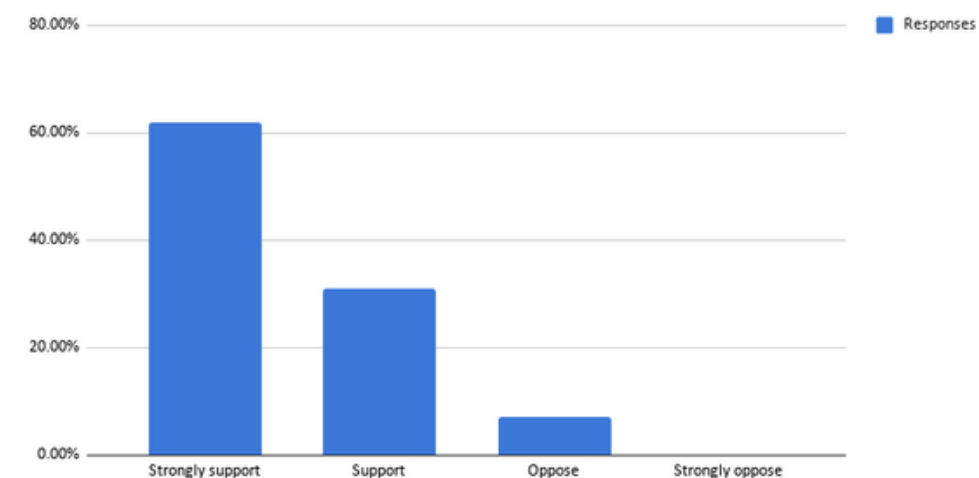
- Need land to grow trees to tackle flooding
- ADD:Contractors chosen should be committed to being carbon neutral by 2030, in alignment with the council commitment.
- Promote permeable paving for car parks and drives
- Could we encourage a developer to use a site to showcase what green development could be like
- Communication plan/ awareness of changes to planning regs
- Housing policy/strategy to be developed/updated to include these recs
- Incentives for developers in a way that costs are not passed on to residents
- Wetland area
- Inform local community about all available green grants - local and national grants
- prototype/promote green walls on office/public buildings here? (see comments on reccs)
- Retrofitting
- e.g. using case studies, improved checklist for applications
- Demand, flats or houses
- Identify floodplains - using strategic flood risk assessment
- Use of housing stock (i.e. under occupied houses used)
- Behaviour change
- Investigate what can be included within the Charter
- clear drains in a timely way so they don't block and flood
- Land that absorbs water
- Transport consideration in these new developments
- Houses should be built for future generations - built for 300 years instead of 30 years
- Council to request future proof flood planning for any developments
- Encourage developers of new builds to utilise sustainable methods
- fines for builders that do not comply... real fines!
- Campaign Strategy to be developed
- Change of use being used more than flood plains
- Grey water use from flooding built into new builds
- Assisted living to reduce loneliness and free up spaces
- Cautious sea level rise predicted in planning and design of new builds
- planning officers need to be instructed about the priority - improve knowledge
- get local organisations to visit and see schemes that have worked well and tell the story
- Include sustainable energy within recommendation. Aims not picked up by recommendation.
- drive for this would come from Councilors
- Improve community awareness about what happens now - make it more visible and easier to understand on the website
- more training and education for planning departments and counselors etc to deliver this and what it means for them to implement
- Incentivise developers to provide green space as part of the planning process i.e. checklist of sustainable requirements.
- work with local agents/developers who create plans - provide incentives, such as fast tracking plans that have strong environmental impact locally

- have clearly visible the existing or new guidelines available locally and nationally that meet this - make visible for communities to help them respond to planning options
- Councillors and planning listen to immediate community more - find better ways to hear from local residents and involve them in decision making /answer questions
- On new developments allow wildlife to move between gardens e.g. gaps in fences/hedges etc.
- Checklist for minimum standards established
- Really important to consider natural flood management when building on flood plains
- Compliance and sanctions
- Develop strategy with council, developers and businesses
- Raising objections means my name has to be in the public domain, which puts me off - find a way for local residents to have their say/voice concerns/or object about a planning proposal without having to publicise their name, (but also making sure its authentic)
- Currently W&AC already reject applications if they do not meet green credentials. To improve this for W&AC to ensure environmental standards are always met by rejecting applications that do not meet environmental standards. to try to ensure the sustainability standards do not get compromised
- To protect Greenfields sites - they need to be the last resort for new developments, instead to always priorities brownfield sites or sites in the urban area.
- insisting contractors commit to being carbon neutral by 2030 in line with the Council's commitment
- raise awareness of the BREEAM rating
- Build of house/regs
- Eg minimum of a tree in garden
- Eg solar panels
- Inspection of green builds/house improvements
- Concentrate on getting empty houses back into use e.g. punitive rates for empty houses
- Help to buy schemes on older properties. House buying is very expensive and this scheme encourages new home owners but that's not good for flood plains. (New builds)
- how can people without internet access contribute - more well run events that are published about planning projects or local impact on diversity.
- Surrounding areas checklist
- Include sustainable energy within recommendation. Aims not picked up by recommendation.
- Councillors and planning listen to immediate community more - find better ways to hear from local residents and involve them in decision making /answer questions
- is there a percentage of any new build should be 'green' with natural drainage - find out what % would make an impact on biodiversity locally - is the guidance in place now, enough?
- Process to check and monitor implementation
- get local organisations to visit and see schemes that have worked well and tell the story
- have clearly visible the existing or new guidelines available locally and nationally that meet this - make visible for communities to help them respond to planning option

### Who needs to be involved to make this recommendation real?

- Flood engineers
- Future thinking architects
- Builders
- Future thinking engineers
- Flood protection built into planning
- Environmental specialists
- Planners
- Councillors
- Architects
- Planning officers
- Business who are wanting to build/develop
- Supplier of eco-building supplies etc.
- Residents
- Developer
- Social housing providers
- Business groups (chamber of commerce etc.)
- Large businesses
- Private landlord
- Local environmental groups
- Experts in eco-building measures to help divide the checklist
- Central government - (responsible for setting national legislation and national policy, large scale financing)
- West Sussex county council (Responsible for local transport planning, waste & recycling disposal, schools, adult & child social care, registering births & deaths, libraries)
- Adur & Worthing councils (Responsible for parks, waste & recycling collection, local planning, social housing, council tax, business rates, crematorium)
- Local environmental groups

Planning applications, guidelines & charter - How much do you support or oppose this recommendation for tackling climate change in Adur & Worthing?



### What impact will it have?

#### Positive:

- Improve health and wellbeing
- Long-term savings - if properties fitted with consideration to environment it will benefit long term
- reduced emissions with better power provisions
- will impact people's well-being due to more green spaces
- Nicer environment
- Greenfield sites more protected
- healthier environment - air quality
- look more appealing, nicer place to live
- Improved biodiversity

#### Negative:

- Less profit for builders - people will want return on ethical bonds
- Big developers with lots of money can still be persistent with the council with its appeal process
- difficult to come to an agreement about this is implemented
- reduced provision of housing
- may not be able to address low cost housing

### What resources are available or needed?

- Review the housing strategy and the Local plan
- Re-write some key policies
- Buy in for developers
- Training for planner
- Subsidies for green elements such as power systems
- Working with housing associations

### Why is it important?

- Need to change the way applications are made to ensure developments are green
- The council need the teeth to enforce rejecting property developers despite persistence from big developers. i.e. more training for planners to support decision
- Need to push back Government & LGA so we influence locally
- we want you to be rejecting applications if not meet the standard. Once it has been approved want system behind to maintain these standards.
- Think long term
- Future proofing
- This is a real vehicle for other processes/recommendations eg. impact is more widespread
- Need to give the process more teeth - and can make some serious and positive change
- We want this to have more impact - not be restricted too much by ways we work already
- Needs to be a system change - may be a radical change in how the council work as never done this before.

Promote more cycling by implementing clear and safe travel routes ensure cycle safety training for all ages and abilities and ensure legislative changes are pursued to promote access e.g. through parks.

What actions need to happen to make this recommendation real?

- Cycle training for older people that want to learn, or have a refresher/confidence building session - using the school model, and use the schools
- Bikes for all children to learn in school - a stock of bikes for schools
- Make sure that all children and young people that learn to cycle safely, as it is not consistent
- Make helmets compulsory with fines
- Sponsorship from people who sell electric/ bikes
- Look at bike routes for school areas and see where they can be improved to help encourage cycling
- Cycle and pedestrian routes
- Improved education for drivers and cyclists about each other and the challenges - how: more signage
- Make cycling a feature in tourism - also for people with disabilities and accessible countryside and town
- More cycle parking that are also secure
- Printed map of all linked cycle routes
- Have less cars on some of the/road routes or one way roads etc that improve road for cycling - e g low traffic roads for cycle routes
- Focus on bigger roads where safe and secure lanes can be made
- It takes a while to implement the behaviour change once routes are in place
- Councils survey to see where bikes routs would be most used, most effectively
- Find good routes through parks for cycling
- Consider reducing speed limits
- Routes for pleasure
- Find a way to have safe places for people who dont cycle
- Speed limits for cyclists
- To negotiate with rails companies to ease restrictions on bringing bikes on trains
- Routes to work
- Make developers building roads and estates must build cycle lanes and cycle/wheel access
- Important that people feel safe; Having more cycle lanes will mean people will not have to use such busy roads such as junctions i.e. not all roads need to be cycle roads
- Developers incorporate improved cycling in large builds
- Once routes are in place to make sure that A&W bus and car drivers are really aware of their impact on cyclist
- For example: Some one-way roads- Make some roads 5-10mph; to make them cycling roads 'naturally'
- Do some needs analysis
- (learning from other successful initiatives),
- To discuss safe cycle routes alongside train routes

Who needs to be involved to make this recommendation real?

- West sussex county council (Responsible for local transport planning, waste & recycling disposal, schools, adult & child social care, registering births & deaths, libraries)
- Adur & Worthing councils (Responsible for parks, waste & recycling collection, local planning, social housing, council tax, business rates, crematorium)
- Higher education (colleges, universities)
- Local environmental groups
- Media & comms (newspapers, social networks)
- Tourism industry
- Residents
- Developer
- Central government (Central government - responsible for setting national legislation and national policy, large scale financing)

What impact will it have?

Positive:

- If people feel safe about cycling more people will likely do it which will improve health
- reduce noise pollution
- reduce emissions if people cycle instead of cars.
- draw to the area for tourism when it's working well - especially if connected around the county and key towns on the coast
- Keep traffic flowing
- Can improve air quality if more people cycle, and tyre pollution
- for people living in less noise and pollution, it can also benefit mental health
- improved physical and mental health for cyclists

Negative:

- Might annoy some motorists
- initially there may be some increase in RTAs, as it takes a while for behaviour change and awareness for motorists
- not as inclusive as it could be as not everyone may be able to afford a bicycle or have access to a cycle to work scheme
- negative if impact on council tax
- might increase some traffic at certain pressure points as a result of Cycle lanes
- not a quick fix as it will take a while to implement, and to see the benefits
- Not everyone knows how to cycle
- Will not be cheap, need significant investment

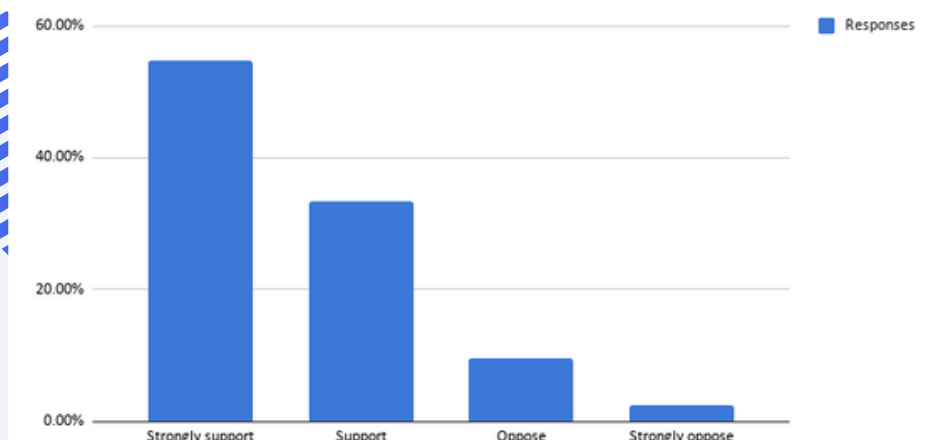
What resources are available or are needed?

- Need experts involved regarding safety and appropriate routes that fits around all the residents.
- Use unused pavements
- More signage on using shared space i.e. seafront
- segregate shared space for cyclists and pedestrian
- Government investment needed
- Attract Sponsorship from businesses
- Countywide plan with joined up thinking, that lays out the whole system ambition for cycling - so everyone at different levels can see how it all fits together
- need qualified trainers to support cycling proficiency
- 27 Billion is available for roads; doesn't have to be spent only for car users, need to use a proportion of this on cycling routes as so many cyclists use the roads.
- Business can provide more lockable facilities etc for employees

Why is it important?

- Health benefits
- Getting people out of their cars
- Reducing emissions by getting people out on their bike not cars
- Life style- a more tranquil way of life residents and cyclists
- Reduces noise pollution
- Nicer for residents if the roads are not busy with cars
- Benefit for tourism linking our towns and cities together via cycle routes

Promote more cycling - How much do you support or oppose this recommendation for tackling climate change in Adur & Worthing?



Support national drive for Electric Vehicle uptake by ensuring affordable public charging points and parking spaces are accessible and compatible to all vehicles.

### What actions need to happen to make this recommendation real?

- Reduce parking cost for low emissions vehicles but don't want penalise those who can't afford electric cars
- Audit for how many cars to houses requires charging ports
- Sponsorship from energy companies to put charging ports in. To insist the are green electricity
- Explore Green Bonds to finance
- Have free designated parking for electric vehicles. Doesn't need charging points , but incentives buying electric cars
- To identify how other places i.e Holland who utilise electric cars well.
- Install solar panels (community energy) to power EV charging points in communities / public bodies / residential streets /multi-storey car parks

### Who needs to be involved to make this recommendation real?

- Community energy installers/company
- Energy companies (sponsorship and renewable provider)
- Utility networks for electricity supply
- MPs - central government to bring down the price
- Residents
- Small business owner
- Tourism industry
- Large businesses
- Adur & Worthing councils (Responsible for parks, waste & recycling collection, local planning, social housing, council tax, business rates, crematorium)
- Social housing providers
- NHS
- Business groups (chamber of commerce etc.)
- Developer
- West sussex county council (Responsible for local transport planning, waste & recycling disposal, schools, adult & child social care, registering births & deaths, libraries)

### What impact will it have?

#### Positive:

- Everybody has chance to own EV vehicle as they become more affordable
- Reducing parking opportunities might encourage people towards public transport
- Part of national infrastructure
- Reduce carbon emissions

#### Negative:

- Infrastructure needs to be compatible - national & international
- Not inclusive - reduces parking for non EV
- If EV are silent, they could be dangerous
- Could take revenue out of A&W

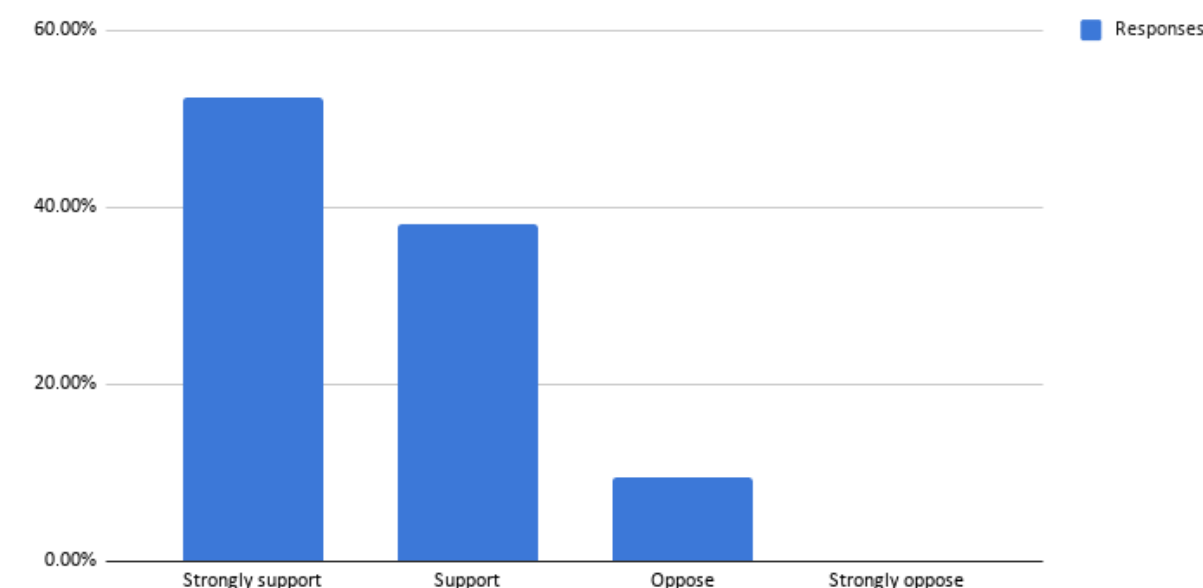
### What resources are available or needed?

- Green bonds
- Green tariff
- Parking spaces

### Why is it important?

- In support of national directive
- Lead the way
- End of petrol/diesel vehicles

Encourage electric vehicle uptake - How much do you support or oppose this recommendation for tackling climate change in Adur & Worthing?



Adur & Worthing needs better connected, affordable, accessible, greener public transport and more local, connected communities (both with businesses and local people) that encourages less commuting

What actions need to happen to make this recommendation real?

Transport actions:

- Get larger businesses to invest in car share schemes
- Working with local residents - who work in similar areas
- Get Council to research best practice of public transport
- Reduced fares
- Create a network card (like oyster card) for the area
- Finance help to get this going - central gov?
- Advertise and market to ensure service is well used
- Travel website to connect - cheapest/quickest ways using all the operators
- Network to link businesses with needs
- Demand for what's needed to be outlined
- Bigger bike carriages on train
- Change public transport to more sustainable solutions (hybrid/ electric)
- More information on travel times
- Council study on travel patterns to inform the network
- Companies coming together to make this happen - schedules, timing etc.
- When bus is end of life, replace with hybrid

Connected communities actions:

- Hubs - libraries, offices with spare desk, community centres
- Understand travel patterns of area
- Look at how to cover cost (i.e. advertising, sponsorship)
- Bus pass age lowered & time limit removed
- Need hubs for work (office workers)
- What's within a 20 minute walk radius?
- Find out what people need locally
- Use empty shops to provide things needed in the area
- Existing newsagent/shop turned to a hub
- Improvements to streets - whether that's a bypass or improved streets
- Creation of mini-hubs to service part of area
- Public transport
- Car share

Who needs to be involved to make this recommendation real?

- Bus companies
- Train companies
- Council
- Vehicle supplier
- Procurement Community safety
- Marketing
- Public transport user group
- Residents
- West Sussex county council (Responsible for local transport planning, waste & recycling disposal, schools, adult & child social care, registering births & deaths, libraries)
- Adur & Worthing (Responsible for parks, waste & recycling collection, local planning, social housing, council tax, business rates, crematorium)
- Small business owners
- Central government - responsible for setting national legislation and national policy, large scale financing

What impact will it have?

Positive:

- Less pollution
- Less people on the roads
- Bigger incentive to take up public transport

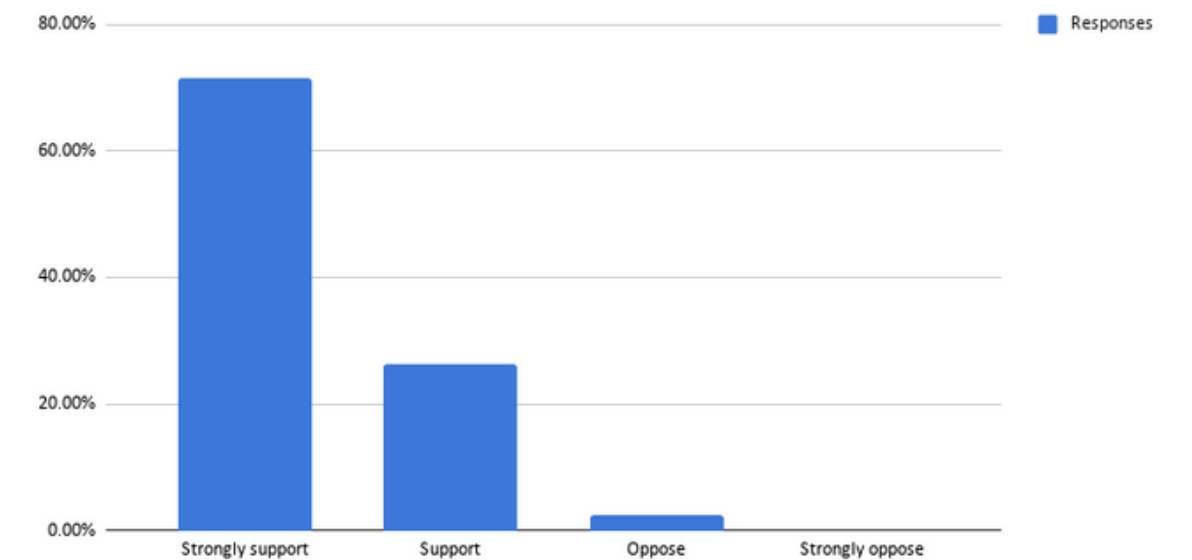
Negative:

- Car share & increased bus use - people might not feel safe with covid
- Wider accessibility - agoraphobia or people struggling to get on public transport
- Isolation with people working from home more
- Expensive in the short-term to switch
- Isolation if people stay in their local area (we're presuming everyone gets along in community)
- People misbehaving on public transport (music playing etc.)

Why is it important?

- If we don't do this, we will continue to damage the planet
- Transport is one of the key causes of Co2 emissions - we need to reduce this
- It'll make our streets safer to have less cars on it
- It'll build a stronger community by being more connected to each other
- Good for mental health, reducing isolation, increasing social support

Greener, affordable and improved public transport - How much to you support or oppose this recommendation for tackling climate change in Adur & Worthing?



The Councils should set up, in collaboration with the community, more projects like Repair Cafes. Introducing hub/s for upcycling, repairing, art creation and deliver training to provide skills in repairing/recycling.

What actions need to happen to make this recommendation real?

- Snowball recruitment - through networks
- Work with ex-prisoners to learn new skills?
- Important to build on the success of the other repair shop
- Work within communities with retired/older people who have skills to share - Build community enthusiasm
- Art from recycled materials
- Build booking system
- Educate people on the benefits
- Set out what can actually be repaired
- Use useful topic mags/newsletters to start with to reach people
- Find the right people with the right skills to support this
- Who is going to run the training for staffing the cafe?
- Working out pricing for carrying out the repairs - Do individuals pay or is it funded?
- Work with local colleges/ education providers?
- To provide a good service
- People with the right skills to do a good job
- Ascertain what skills are actually needed
- Decide on how to ensure quality control
- Assess carbon impacts - repairing old vs. new - what's better?
- Online options for booking
- Training
- Premises
- For core staff team
- Get the word out there
- Accessible by car
- Making sure the right tools/facilities for the fixing is provided
- Somewhere easily accessible
- Virtual support?Decide on location(s)
- Crowd funding?
- Set-up Co-op business model?
- Use useful topic mags/newsletters to start with to reach people
- Find the right people with the right skills to support this
- Reachable to everyone
- Educating community on the benefits of sharing/ repairing their goods
- Find out about previous repair cafe - why is it not running now - learning/sharing/research
- Develop a business plan for the cafe(s)
- Funding!

Who needs to be involved to make this recommendation real?

- Become a member of Repair Cafe International?
- Contact:Martin Osmond
- Make sure on different days than current one
- Learning from Arun Waste?
- Film/media students could record resources and make available
- Think about how all sections of society are involved
- Local environment groups
- Other local groups (churches, scouts etc.)
- Higher education (colleges, universities)
- Adur & Worthing councils (Responsible for parks, waste & recycling collection, local planning, social housing, council tax, business rates, crematorium.
- Media & comms (newspapers, social networks)
- Residents
- Arts organisations (theatres, artists, festival organisers)

What impact will it have?

Positive

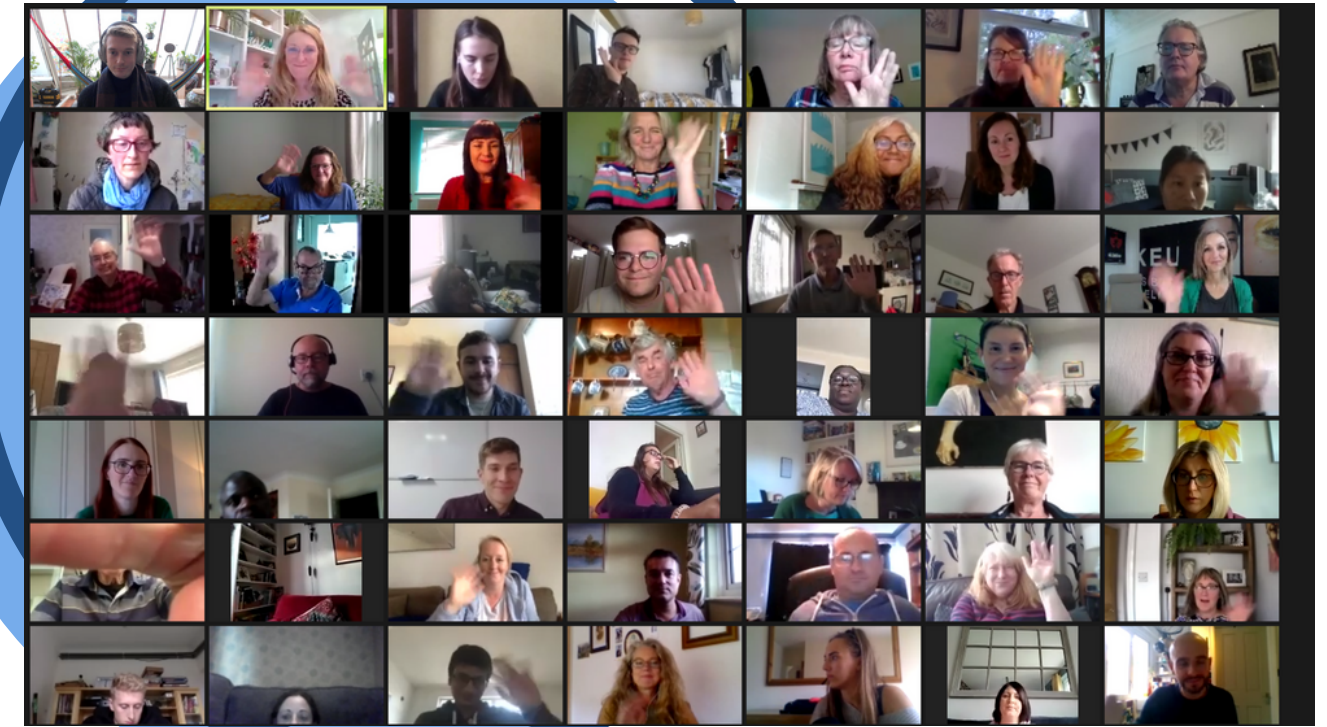
- Reduction of waste - less items in landfill
- Education opportunities
- More apprenticeships
- Equip people with skills
- Will bring people together - doing things for each other
- Vulnerable people would spend less/save money

Negative

- Charity shops - maybe less items to sell
- A place where people just dump stuff they don't want
- If funding is made available it could reduce funding in other areas
- If you're repairing something really old - it might not be good for environment

What resources are available or are needed?

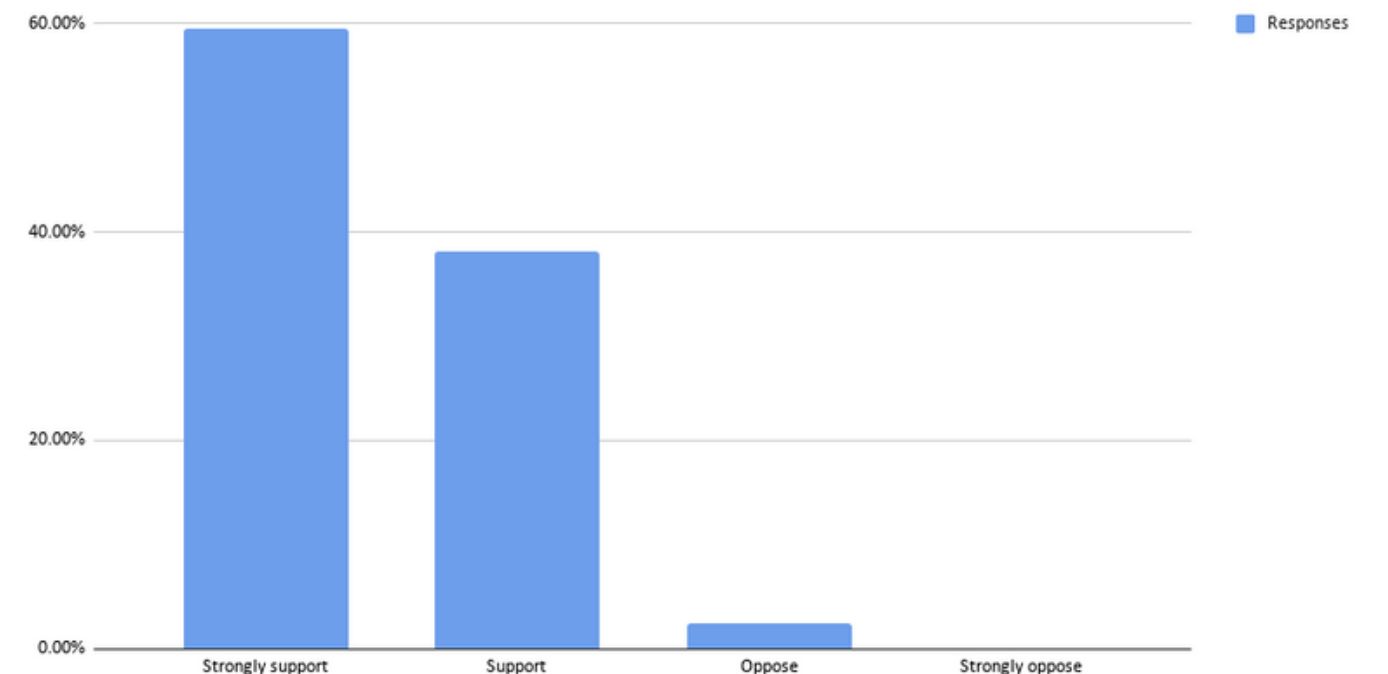
- Existing repair cafe - volunteers?
- Sharing demand between resources available
- Recycling credit money available to help fund the cafe
- Council could provide storage facilities for items
- Repair Cafe International
- South East Alliance for repair cafes - to share ideas and resources
- Inventive with funding - crowdfunding
- Opportunity to develop a shared vision for an amazing space!



Why is it important?

- Antidote to our throwaway culture
- Would help people on low incomes - borrow or reuse rather than buying new
- It's a two-way thing - opportunities for repairers and those seeking repairs
- Learning and sharing new skills
- Learning/education for apprentices - especially needed now!
- Genuine demand for another repair cafe - you can see this locally

More projects like repair cafes - How much do you support or oppose this recommendation for tackling climate change in Adur & Worthing?



The Councils should collaborate with local allotments/groups and farms to encourage composting. Enable people to compost with provision of free community/residents compost bins

What actions need to happen to make this recommendation real?

- Awareness
- Make the process easy
- Management of the process
- Emptying
- Housing associations
- If council selling off, surely they could fund the bins this way?
- Space in school grounds?
- Where does the compost go?
- Make sure people know what they can/can't compost - so no vermin - ensure that they are vermin-proof
- Let people know how to get an allotment
- Educating school children & adults
- Free bins - for food waste & garden waste separately
- Turning compost regularly
- Provide places to compost waste as standard
- Awareness - so people know exactly what to compost to avoid vermin
- Let people know what to do with compost if they don't have a garden
- Identify location(s)
- Ensure people know the benefits
- Crowdfunding?
- Community garden?
- Link the process
- Funding
- Increase number of allotments
- Education about good composting practice & organic awareness
- Make sure the smell doesn't impact quality of life (smell/flies)

Who needs to be involved to make this recommendation real?

- Adur & Worthing Council (Responsible for parks, waste & recycling collection, local planning, social housing, council tax, business rates, crematorium)
- Local environmental groups
- Social housing providers
- Provide places to compost waste as standard
- West sussex county council (Responsible for local transport planning, waste & recycling disposal, schools, adult & child social care, registering births & deaths, libraries)
- To collect the compost?
- More info about composting in publications and social networks
- Media & comms (newspapers, social networks)
- Advice giving/education
- School
- School gardens/educating kids
- Residents
- Farmers
- Other local groups (churches, scouts etc.)
- Developer
- Arts organisations (theatres, artists, festival organisers)
- Adur & Worthing climate assembly
- Charity/third sector organisations
- Business groups (chamber of commerce etc.)
- Business compost - staff waste - coffee bean waste

What impact will it have?

Positive:

- More compost
- Reduction of landfill waste
- Inclusive e.g. for those who live in flats
- Community - common purpose
- Reduction of landfill waste
- Wellbeing - connecting to shared spaces
- Advertising for allotments

Negative:

- Existing design of service would need amended
- Confusion of organic vs non-organic waste
- Confusion of food/garden waste
- Resource intensive
- Vermin
- Spreading of waste you don't want on your allotment

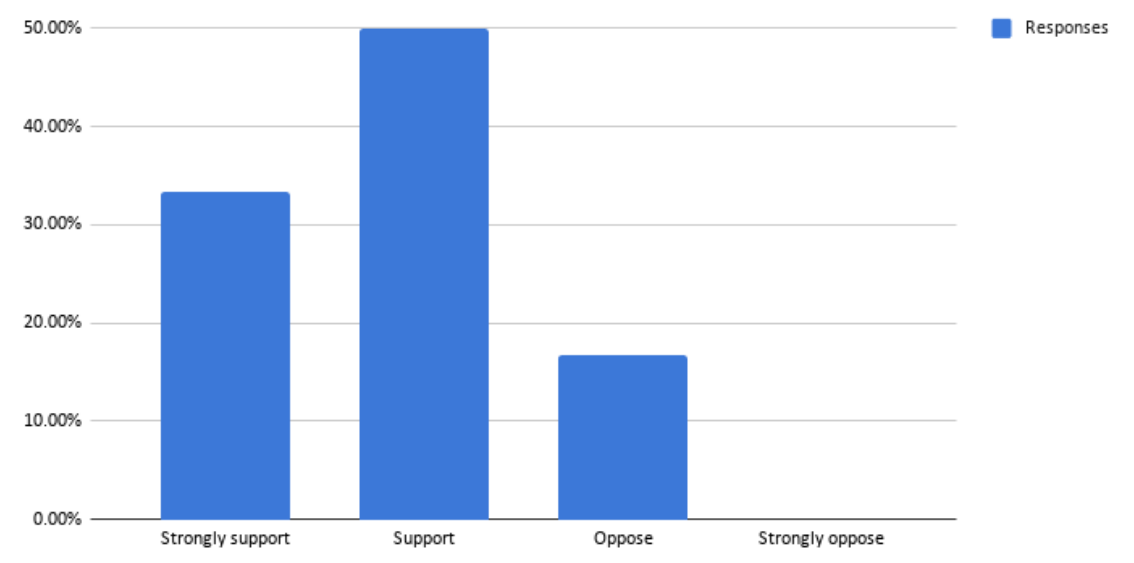
What resources are available or are needed?

- Allotment holders to share what makes good compost
- Community gardens - hotboxes & composting
- Parks could have composting facilities
- Schools - space & resource
- Composting club?
- Staffing & volunteers to turn/manage compost

Why is it important?

- Because it is inclusive so that we all have an opportunity to compost
- To enjoy the benefits of the compost
- Reducing methane by not having green waste in landfill
- Health benefits when you're working outside - making friends - community spirit
- More people will learn how to compost
- Promotes a more thoughtful and kinder community
- Fosters a sense of achievement!
- Less money people have to spend on buying commercial compost
- Saves peatlands (environmental saving)

Collaboration to enable composting for communities - How much do you support or oppose this for tackling climate change in Adur & Worthing?





Deliver ongoing awareness campaign to eliminate unnecessary waste by promoting Reuse, Repair, Refuse, Reduce and Recycle. Incentivise everybody in Adur and Worthing, e.g. households, businesses, to adopt these 5R principles



What actions need to happen to make this recommendation real?

- Expand / improve on existing annual leaflet re what can be recycled - pie chart of how waste is broken down (food / electrical items / plastic etc) - include vouchers for local composters / water butts - link with local businesses
- Carry out waste audit of refuse to see what is going into refuse that could be recycled and design appropriate information/education
- Encourage households to review their levels of waste
- Include information on how to reduce waste in the first place - including food waste
- Give businesses badges for those that reuse and reduce
- Identify effective incentives (e.g. star stickers)
- to publish the stats from the analysis of what is sent to the recycling centre - re what is being recycled/reused or not.- with key partners- NHS, councils ,County, colleges, businesses
- Awareness campaign to encourage consumers to demand for re-use and reducing waste
- Checklist for consumers- restaurants businesses- re waste, shifting from plastic to glass
- To connect local food businesses to the food partnership so that food can go to food banks rather than to waste/thrown away
- Trial community composting in community gardens and organisations like care homes, schools etc - compost to be used by residents
- Consumer demand
- work with Sustainability team in council to see what could come out of supply chain
- clothing retailers/charity shops- - encourage them to give to school uniform banks and clothing banks
- Green league tables for local businesses/restaurants based on consumer feedback- like hygiene rating system
- online reporting on business- trip advisor for reusing . reducing waste and recycling
- Learn from best practice elsewhere (e.g. Germany)

Who needs to be involved to make this recommendation real?

- Residents
- Local experts at Repair Cafes
- Repair Cafe
- Adur & Worthing councils
- Adur and Worthing Climate Assembly
- Higher education (colleges, universities)
- Small business owner
- Other Local Authorities and orgs to learn from West Sussex county council
- Other local groups (churches, scouts etc.)
- Media & comms (newspapers, social networks)
- Transition Town Worthing
- NHS
- Large businesses
- Volunteer Guiding Committee
- Business groups (chamber of commerce etc.)



What impact will it have?

Positive:

- It will positively change individuals shopping habits
- Apply pressure on food providers to also follow 5R principles
- Increased knowledge and understanding
- It will reduce waste
- Save money

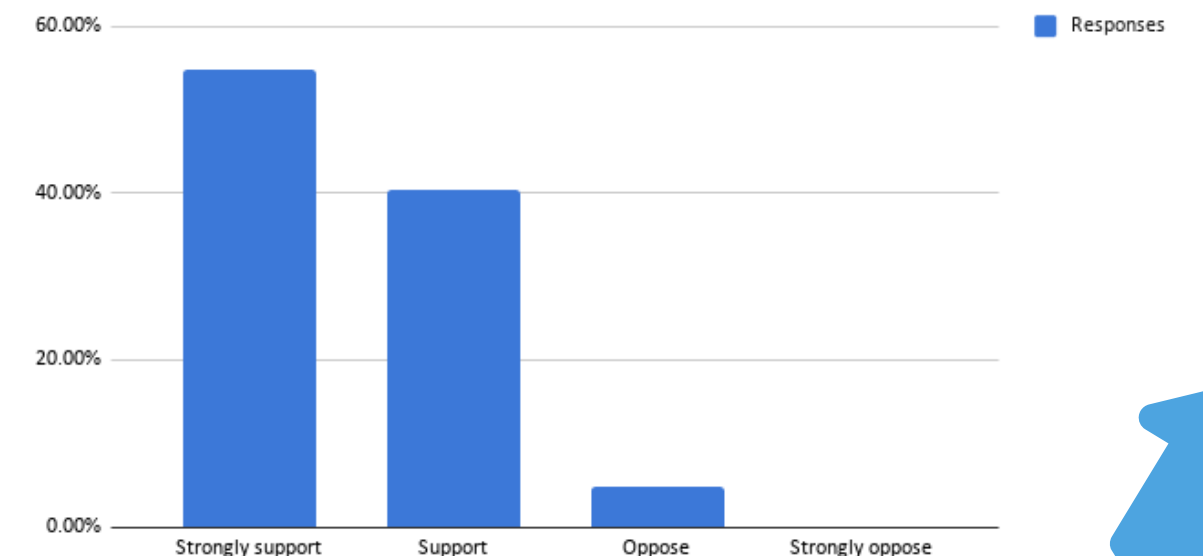
Negative:

- Shopping will be more challenging for individuals - less convenient
- Not always inclusive
- Resistance to change from individuals / businesses

Why is it important?

- A&W were pioneers with blue box scheme, good to continue leading the way
- Continue reducing our carbon footprint
- Individuals can be actively involved in helping to reduce A&W carbon footprint
- Instilling good environmental practices for current and future generations
- Reducing waste to landfill plays significant contribution in reducing our carbon emissions

Raising awareness on waste and recycling to reduce waste - How much do you support or oppose this for tackling climate change in Adur & Worthing?





## 04 Conclusion

The Adur and Worthing Climate Assembly was one of the very first democratic processes of this nature to be delivered entirely online. It is important to remember the quality of the recommendations achieved in the context of online working, with assembly members never meeting each other face to face.

Assembly members, a randomly selected but representative group of Adur District and Worthing Borough residents, were able to work together in ways which enabled participation from all members, in a caring, respectful and inclusive manner. The way in which assembly members worked together, both between themselves, and with the design and facilitation team, to improve the process along the way was truly inspiring.

Tackling climate change and supporting local places to thrive is a complex challenge with many interrelated systems and factors to consider. This process has demonstrated that when enabled to participate through a process of learning and deliberation, citizens are able to respond to issues of this complex nature. The recommendations made by this climate assembly will be of interest to local policy-makers and those interested in the topics of both climate change and enabling thriving communities.

### 4.1 Next Steps

The recommendations will now be presented to the Joint Strategic Committee of Adur & Worthing Councils in January 2021.

The councils will carefully consider and discuss how the assembly's recommendations can be put into action with the communities of Adur and Worthing. Actions resulting from the recommendations will be integrated into the councils' SustainableAW Framework. A response to the recommendations will also be made public soon after.

# 05 Member's Views on the Climate Assembly

## 5.1 Evaluation Data

At the beginning and the end of the process, Democratic Society completed an evaluation with assembly members to gather their views and understand in what ways the Climate Assembly had made an impact.

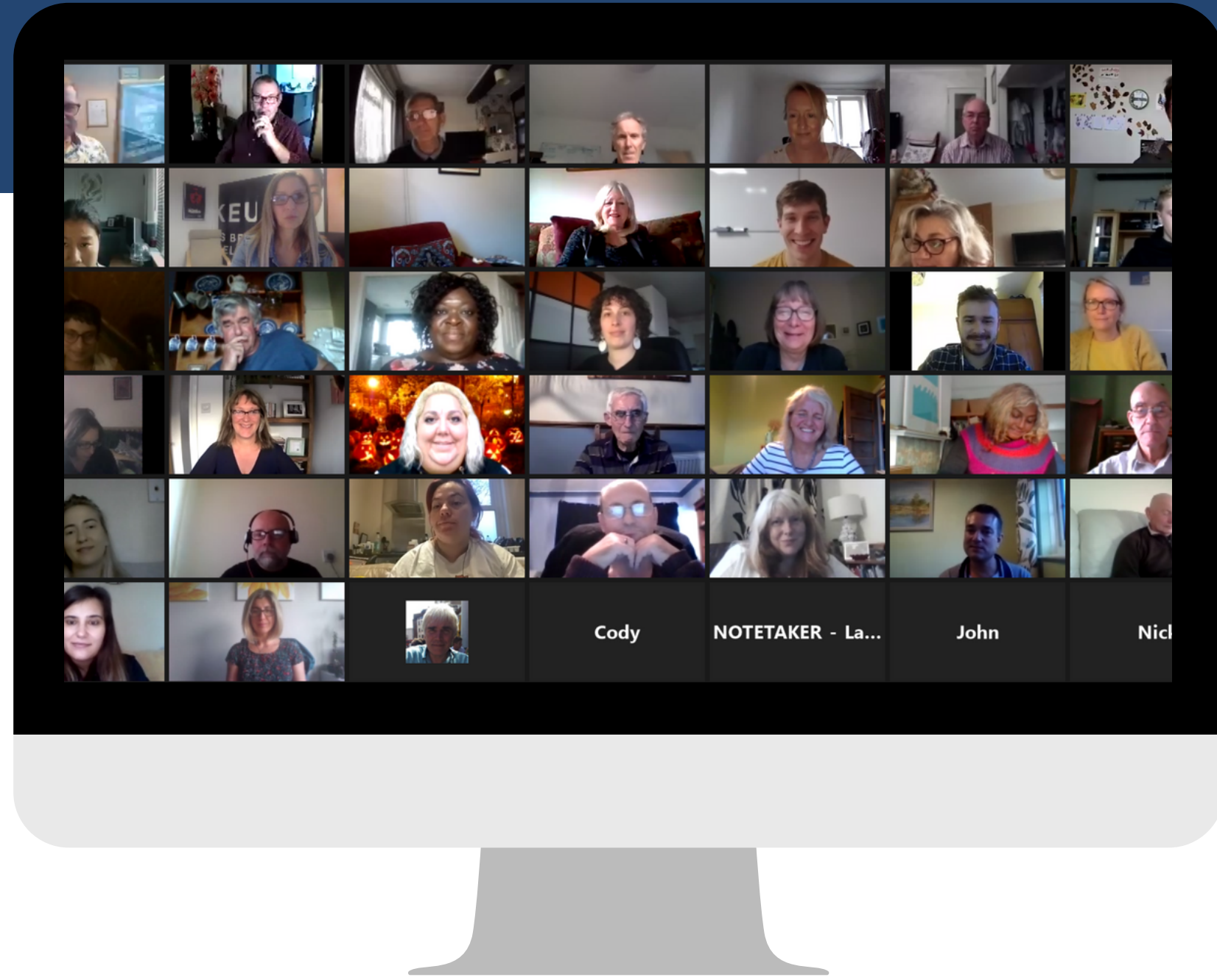
### Overall



- 100% rated the lead facilitator as good, very good or excellent
- 95% rated the group facilitators as good, very good or excellent
- 95% rated the events as good, very good or excellent



- 45 participants recruited to take part in the Climate Assembly
- 43 participants completed the pre-Climate Assembly evaluation
- 38 participants completed the post-Climate Assembly evaluation



## Changing views

	After
70% Thought the climate assembly will lead to positive changes and will support our place to thrive	89.5%
58% Thought Adur & Worthing Councils will act on what comes out of the climate assembly	76%
33% Felt that Adur and Worthing Councils listen to residents	61%

Views were more strongly supported after the climate assembly



# 05 Member's Views on the Climate Assembly

97% I have had plenty opportunities to express my views

95% The information I received was fair and balanced

95% I have had enough information to participate effectively

## Creating impact and action

83% Have more knowledge about climate change

83% Have more confidence to talk about climate change with others

67% Want to now get involved in actions to help tackle climate change

## Feelings about taking part

97% I met people I normally would not have

97% I felt included and supported to take part

97% I am happy that I took part

97% I felt inspired by what was achieved by working together

100% My micro group was a good place to discuss learning with others

84% The online platform helped me feel more connected with the process

## What did participants gain from the climate assembly?

24 participants specifically mentioned learning something new, greater insight into climate change or knowledge of what can be done as the most important thing they have gained from taking part

37 participants believed they would carry forward working together as a community or make individual changes to help tackle climate change

8 participants specifically mentioned taking part in the community more and participating in democracy as things they would do more of



## 5.2 A Final Word From Assembly Members

“A huge amount of information about the subject and a strong understanding of what I can personally do and encourage others to do to reduce our carbon footprint.”

“One of the key things I learnt was the council needs to engage with the public more in order to learn how our environment can be improved”

“I have gained a sense of place in my community and a new hope for its future, along with a sense of connectivity to other members of that community.”

“I gained confidence and felt part of the community. It gave me hope that people are looking into climate change.”

A selection of quotes taken from the final evaluation completed by assembly members

“From a personal growth perspective, the democratic process of sorting through information together to decide collectively what is important at a community level has taught me so much. Learning how to listen, engage, be brave enough to put myself out there and voice my opinion has been an incredibly positive aspect of being a part of the assembly. As for our topic, I will carry many of the points I learned about the climate crisis with me. I now think of my personal footprint on our planet as a literal thing, instead of a concept. This has been life changing. Thank you.”

“I have a new hope that the council does/will care and act upon things that are important to the residents of the area”

“My assumption that there was little I could personally do to make an impact has totally changed. There are many small changes to the way I live my life that I am now doing and if everyone did them it would make a huge difference.”

# 06 Appendices

These appendices contain further outputs and information created by the climate assembly in the order in which they were created:

1. Conversation Guidelines
2. Problem Trees
3. Ideas Storm Long List
4. Strongest Supported Ideas ('thumbs up')
5. SurveyMonkey Ballot Example
6. Gallery.

# Appendix One: Conversation Guidelines

- No question is a bad question.
- Agree to disagree, address the point not the person.
- Be open to change.
- Step forward, step back - make space for everyone to share and put their point across.
- Be patient, kind and encouraging to each other (for example, if someone has a different ability to you, needs clarification, if tech stops working, or if they using a tablet or phone which makes it harder to contribute)
- Respect others - the same as you would do in a normal conversation, be respectful of people's different experiences.
- Ask for help if you need it and ask for an explanation if you don't understand.
- It's not important that we speak or write in 'perfect English' - listen for the meaning of what someone is trying to express
- Be present when listening to someone talking, let them finish before responding and build on their contributions- don't just wait for an opportunity to talk yourself.
- Show you're actively listening to each other e.g. eye contact; looking at the camera to show engagement; be as attentive as possible to each other.
- If needed, pause and check what we're bringing to the session and what we expect to get out of it.
- Wild ideas are acceptable - think outside the box and don't worry about being controversial.

- If you're not sure what someone has said, repeat it back to them to check your understanding.
- Keep the text size big for easy viewing.
- Do not take a difference in opinion personally.
- Don't use lingo/abbreviations - keep your language simple.
- Raise a hand on zoom when you would like to speak (either physically or using the zoom reactions) and mute your microphone when someone else speaks.
- Bring in your knowledge and experience of the communities in which you live.
- Keep the main topic in mind, be mindful of going off on a tangent.
- It's good to draw on your own personal experiences but be aware of how much personal information you want to share.
- Be aware of your body language/facial expressions.
- Be willing to experiment.
- If a conversation becomes heated, the facilitator should signal to move on to the next subject.
- Note taker and facilitator to monitor zoom chat to ensure all points are seen.
- Be confident to make a point but to remain mindful of others' opinions.
- Have an open mind.
- Be honest.

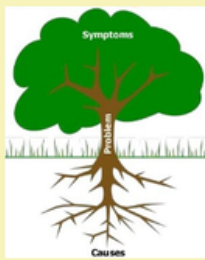
# Appendix Two: Problem Trees

## Instructions

Decide a problem that you would like to explore.

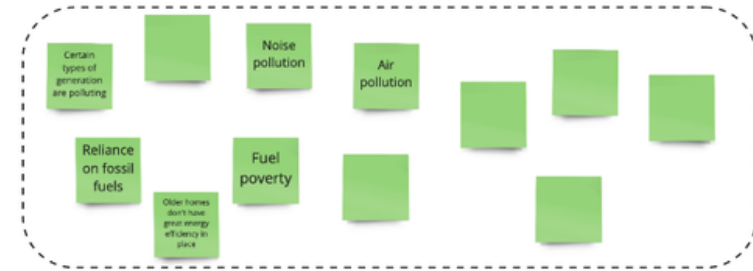
What are the symptoms of the problem ( for example, the impact and the effects it is causing) - Cluster post its if they are similar.

What is causing the problem to occur? (for example, what are the underlying issues? - Cluster post its if they are similar.

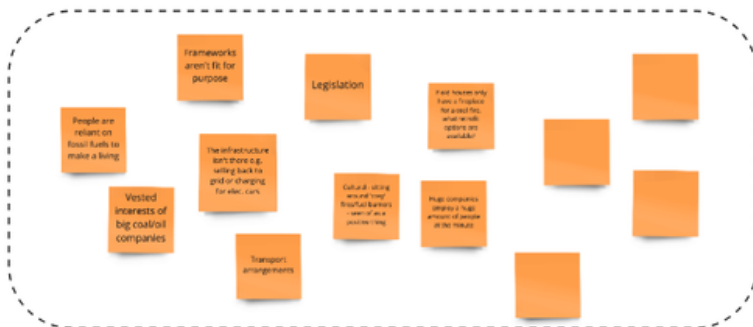


## Problem name: Power Generation

1) What are the symptoms of the problem?



2) What is causing the problem?



## Problem name: Food production

1) What are the symptoms of the problem?

- Destruction of habitat
- Cheaper to buy things from hundreds of miles away
- Food miles - buy a lot of food from abroad which we don't grow at home
- Farm waste
- Sustainably grown food is so much more expensive than things from supermarkets
- We have got into the habit of not eating seasonally e.g. got used to having bananas all the time
- Pesticides - polluting
- Palm oil - cutting down rainforests
- Soya beans farmed for animal feed
- Methane
- Disturbing to see how pigs/chickens are treated - enormous warehouses packed in - terrible for them
- Families having to make the choice between food and electricity
- 'I want this and I want it now attitude'?
- Poverty!
- As a nation we are used to cooking meat and two veg
- Lack of choice
- Attractiveness of it being cheaper isn't there anymore
- Factory farming- poor animal welfare
- Oceans can't absorb as much carbon now as they used to
- Some people in poverty don't have choice - they have to buy food because it's cheap

2) What is causing the problem?

- Poverty
- People have busy lives - how much they have to work to pay for necessities like housing
- Farming legislation/subsidies
- Lack of education/awareness
- E.g. knows how to make bubble & squeak with leftovers but no time!
- Used to spending little of our income on food - people rather spend money on other 'stuff' (clothes etc).
- teach people what to do with leftovers - e.g. making bubble & squeak!
- Land use
- Capitalism - we're told we need a lot of 'stuff'
- Expiry dates encourage a throwaway culture
- Food waste - if we didn't waste enough we wouldn't need to produce as much

## Example of the problem tree template used in Miro

## Problem name: Transport

### 1) What are the symptoms of the problem?

Not enough cycle lanes/cycling infrastructure like lockable bike sheds  
 All of the component parts/raw materials of cars  
 Requirement to be 'in work' (place) - partly addressed due to the pandemic  
 Air pollution  
 Hope that old habits don't die hard - that everyone doesn't rush back to the office after covid  
 Pollution from tyres (microplastics) Active travel/cycling isn't an 'easy' choice for people  
 Lack of incentives to make different choices  
 Traffic on the roads  
 Busses take twice as long and cost twice as much  
 People have to travel long distances to work

### 2) What is causing the problem?

Vested interests in non-sustainable means of travel  
 If you live in a block of flats - where would you plug your car into?  
 Need to design the system to move us forward  
 Centralisation - tend to put business all together in a centre so that people have to travel (sometimes large) distances to their workplaces  
 Privatisation of public transport - why it's too expensive/no good  
 Lack of incentives to use public/active transport  
 Companies making choices which make it harder for us  
 Frameworks and legislation are a hindrance  
 & Car tax  
 Government too reliant on taxes that they can generate through sales of petrol and diesel  
 Our tax system and everything is geared up for this - but we need to look beyond  
 We're just living in the past - we're stuck on fossil fuels because that's all we knew  
 Personal choices  
 Not embracing new technology/ways of working  
 Rail fares - can only buy a weekly ticket - not one for 10 journeys (inflexible)  
 Huge companies employ a huge amount of people at the minute

## Problem name: Power Generation

### 1) What are the symptoms of the problem?

Noise pollution  
 Certain types of generation are polluting  
 Air pollution  
 Reliance on fossil fuels  
 Fuel poverty  
 Older homes don't have great energy efficiency in place

### 2) What is causing the problem?

Frameworks aren't fit for purpose  
 Legislation  
 If old houses only have a fireplace for a coal fire, what retrofit options are available?  
 People are reliant on fossil fuels to make a living  
 The infrastructure isn't there e.g. selling back to grid or charging for elec. cars  
 Cultural - sitting around 'cosy' fires/fuel burners - seen of as a positive thing  
 Huge companies employ a huge amount of people at the minute  
 Vested interests of big coal/oil companies  
 Transport arrangements



## Green credentials of services and providers

1) What are the symptoms of the problem?

Lots of information out there but takes time and effort to figure out

It needs to be simpler

How accessible is available information for everyone?

No local produce aisle in supermarket

Who would regulate any scheme to monitor 'green credentials'?

How do I know a service is green?

No choice

Free school meal vouchers had to be spent in supermarkets, not in local stores/ markets

Even if a rating or information out there does exist, it clearly doesn't go far enough

No accountability to big companies / industries - how would we know if we don't have the info

Greenwashing

No incentives for companies to be green

If I don't know, I contribute to the problem

2) What is causing the problem?

Everyone is looking in a different direction  
capitalism?

Problem of scale - 'big boys' can afford to be green / small providers its more difficult

Topic isnt sexy enough!

Hard to find the info that you need to make a judgement over green credentials

Councils aren't insisting on green credentials before they procure a service / lease land etc

Big business keeping prices low

Supermarkets are so big - 4 main providers / sheer buying power can't be beaten

Big money - big orgs call the shots on my choices

No incentives

Lack of a nationwide labelling system - e.g. like the traffic light system used on food / kitemark like

Investors in People

Influencers are not paid by council to look at this topic

Anthropocene

Lack of impetus for consumers to make services deliver green credentials

Penalties for big polluters - do they exist?

Lack of green checklists for orgs

Green Mark

## Problem name: Trees: ensuring there are enough to contribute towards net 0 carbon target

1) What are the symptoms of the problem?

More trees = less pressure of sewage systems, as this will be absorbed.

Lack of consultation around the removal of trees

More trees encourages wildlife diversity in sub-urban areas

Not many small parks / green spaces - how can these be incorporated alongside or within buildings.

Mental wellbeing that greenspaces provide

Less trees = more pollution as not captured.

2) What is causing the problem?

To shift priority

Urban planning

Using trees for production

To keep the cost down for the Councils

More demand for roads and building of homes

Lack of awareness on how eco-system is being impacted

## Problem name: Traffic Congestion: causing pollution

1) What are the symptoms of the problem?

Health issues arising from the traffic pollution

Cars coming into the town centre

More demand for a higher number of roads / car parks - so we become more urbanized

Dangerous with high numbers of vehicles - more difficult for pedestrians to access safely

Affect on public transport prices - where the majority are using vehicles

A27 - dangerous along the cycle path. Children are in danger - not a safe route to use.

2) What is causing the problem?

Bad road layout - no bypass available

Less reliance of cars

Lack of cycle lanes

Expensive public transport - lack of links between services (eg trains / buses)

No bus lanes

The number of individuals taking kids to schools - no centralized school transportation

Lack of infrastructure - no long term thinking. We could look into other options - subways, or other transport options.

Car manufactures could incentivize electric vehicles - more electric vehicle stations.

### Problem name: Waste & litter

1) What are the symptoms of the problem?

- Recycling - generic waste bins rather than split recycling bins available
- Litter on the beach - as not enough bins for recycling
- Food waste - unless you have a compost bin, this has to go into general rubbish
- More education around what can/cant be recycled

2) What is causing the problem?

- Financial - it will cost to provide mixed recycling & compost bins
- No incentive for people to recycle correctly - Education could help.
- Cost / Education / Awareness / Business / Behaviour Change / Shifting Priorities
- Education - lack of awareness. To offer free courses that are relevant to the local area.
- Businesses - part of the problem. What percentage of the impact arises here.
- Supermarkets still not providing recyclable bags - when will this be mandatory?

### Problem Name: Flooding

1) What are the symptoms of the problem?

- road closeures
- Blocked Drains
- Damage to property
- have to move
- insurance cost going up
- not feeling safe

2) What is causing the problem?

- climate change
- over farming
- Extreme Weather
- soil erosion
- Over Building
- Gulf Stream change
- not enough investment in preventionde forestation
- Management of flood defences
- Bring back beavers

### Problem Name: Food Waste

1) What are the symptoms of the problem?

- worse to landfill food than plastic
- too much food going into landfill
- could be reused
- passing on bad habits to next generation
- increased methane
- cost to depose of it and also transport
- carbon emissions

2) What is causing the problem?

- lack of beavers
- panic buying but they aren't eating it
- over purchasing
- prepared food has more waste from packaging
- people not appreciating the value of food
- poor packing to reduce cost for the supplier
- sell by dates
- buying food out of season from different countries - this leads to a shorter shelf life
- 3 for the price of 2
- Marketing
- best before dates
- supermarkets protecting themselves
- shortage of time
- changing peoples expectations about having food all year round
- working day is quite long

### Problem Name: lack of availability of public transport

#### 1) What are the symptoms of the problem?

too much traffic  
longer working day  
increased car use  
deylays  
air pollution  
increased emissions  
health issues - asthma  
not convenient

#### 2) What is causing the problem?

COVID-19 - felt safer using own car to limit the risk of catching  
some areas don't have public transport i.e buses don't stop of at that area  
Cost - to expensive to use and provide  
consideration from other passengers  
frequency of the transport  
unprofitable service to rural areas  
not convenient  
Private sector - government selling things off  
not integrated  
labour dispute  
scars feel safer i.e travelling at night  
convenience  
historical attitude to getting on public transport

### Problem name: Wastage

#### 1) What are the symptoms of the problem?

Better insulation for houses  
Benefits vs cons  
Thinking we have time before action  
People attitudes - lethargic  
Lack of community opps to share resources compared to the past  
Devaluing of skills to mend, fix, reuse, recycle  
Accumulating waste  
Lack of educational content  
Ease to consume  
Heating costs

#### 2) What is causing the problem?

Energy wastage  
Food wastage  
Consumer wastage  
Houses not being properly insulated  
30% of energy goes into homes, 60% being central heating  
Accountability for landlords Regulations  
Lack of options for green energy sources - solar panel costs  
Attitude change - making climate change more important  
Council not helping - street lights on all night  
Expense to change e.g cost to upgrade home for energy efficiency  
Better management and accountability of wastage from the land and from Southern  
Water  
Leasehold rules  
Consumer lifestyle - brand new rather than fixing

## Problem Name: We need more people involved to help with lack of education and awareness

1) What are the symptoms of the problem?

is this just a media thing?

who is leading on climate change in our local councils?

if we are going to use less gas - what will happen to the gas companies - I get both gas and electricity from the same supplier - why aren't they education users?

the cost of food, cost of new goods etc., put people off making better choices - maybe government subsidies will help

what about the oil companies - what will they do about the promotion of electric cars?

people do want to know what they can do as individuals - check lists of easy things we can do

Education, Schools to educate pupils to be greener and the effect of climate change(Global warming)General public to be educated e.g. Facebook, Tic toc, Cinemas, bill boards.

Content is not engaging for most people

Industrialised mindset

how much of our council tax is spent/going to be spent on climate change reducing policies?

people don't feel connected to the area around them

We've signed up as a country to the Paris Agreement - the politicians need to have a plan as to how we get there by 2050 if not before

why are we still able to install gas boilers - without knowing that this is a negative to be doing?

I didn't know and still don't know who, in central government, is the go to person for answering questions on climate change

maybe people who don't get involved - worry that they don't know enough in order to contribute in a positive way.

lack of self esteem may put some people off from contribution

Technology and communication of information

People feel that they can't do much themselves so just do what they can

people have their head in the sand even though they do know some stuff

not enough direction from central government - who leads on Climate change in the government - is there a government department responsible for red

making wrong decisions

there probably are opportunities for getting involved - but young families - working parents, other challenges may leave people with a lack of time

Blame the issue on others

Nothing well get done there is not progress

people are reluctant to get involved in decision making processes, why get involved

Apathy - why bother

Stats are thrown around randomly without much detail behind them

General public education more important than children in schools as they will follow trends displayed by adults

lack of advertising of local schemes

Why should only one person change when other people own't

2) What is causing the problem?

Alot of big issues going on and people find it hard to separate and prioritise

Not everyone trusts science

Lack of education

Some things seems very expensive like electric cars - we need to change the image

not enough charging infrastructure for electric cars

charging times are a long time

Lack of info.

Perhaps the government can do an advert to enlighten people

Lack of incentive to get involved

People don't understand what we do affects the larger picture

general ignorance

Lack of leadership

UK hasn't seen the effects 1st person, as apposed to AUS and forrest fires

people don't always believe that this sort of thing CA, is going to make a difference - so don't get involved

Unsure how to get involved

people want to know what can i do, will it be useful or a waste of time

There is no right answer in what to do, so people just argue rather than discuss the issue

Maybe people need to see concrete evidence of what difference their changes could make (examples)

will they take ownership or is it all for show

lack of knowledge as to what the council is doing for climate change

people want to know what to do - tell me!

people may not feel they know enough about the issues to help with problem solving

not sure how to get involved locally

## Problem name: Waste & litter

1) What are the symptoms of the problem?

Recycling - generic waste bins rather than split recycling bins available

Litter on the beach - as not enough bins for recycling

Food waste - unless you have a compost bin, this has to go into general rubbish

More education around what can/cant be recycled

2) What is causing the problem?

Financial - it will cost to provide mixed recycling & compost bins

No incentive for people to recycle correctly - Education could help.

Cost / Education / Awareness / Business / Behaviour Change / Shifting Priorities

Education - lack of awareness. To offer free courses that are relevant to the local area.

Businesses - part of the problem. What percentage of the impact arises here.

Supermarkets still not providing recyclable bags - when will this be mandatory?

## Problem name: Traffic Congestion: causing pollution

1) What are the symptoms of the problem?

Health issues arising from the traffic pollution

Cars coming into the town centre

More demand for a higher number of roads / car parks - so we become more urbanized

Dangerous with high numbers of vehicles - more difficult for pedestrians to access safely

Affect on public transport prices - where the majority are using vehicles

A27 - dangerous along the cycle path. Children are in danger - not a safe route to use.

2) What is causing the problem?

Bad road layout - no bypass available

Less reliance of cars

Lack of cycle lanes

Expensive public transport - lack of links between services (eg trains / buses)

No bus lanes

The number of individuals taking kids to schools - no centralized school transportation

Lack of infrastructure - no long term thinking. We could look into other options - subways, or other transport options.

Car manufactures could incentivize electric vehicles - more electric vehicle stations.

## Problem name: Trees: ensuring there are enough to contribute towards net 0 carbon target

1) What are the symptoms of the problem?

More trees = less pressure of sewage systems, as this will be absorbed.

Lack of consultation around the removal of trees

More trees encourages wildlife diversity in sub-urban areas

Not many small parks / green spaces - how can these be incorporated alongside or within buildings.

Mental wellbeing that greenspaces provide

Less trees = more pollution as not captured.

2) What is causing the problem?

To shift priority

Urban planning

Using trees for production

To keep the cost down for the Councils

More demand for roads and building of homes

Lack of awareness on how eco-system is being impacted

## Lack of awareness/Education/Comms

1) What are the symptoms of the problem?

Lack of action

No public places for climate change discussion

Consumer trends

Need to change lifestyle and hesitation to do this due to ease of current lifestyle

Lack of infrastructure

Current lifestyle

Lack of accountability

Too much stuff

Lack of funding

Lifestyle of convenience

Government driven change

Type of publicity associated with climate change

2) What is causing the problem?

STRUCTURE OF CURRICULUM

Costs -time -money

Local leadership from companies

Climate change denial

Not everyone accepts the science

Lack of relationship to developing country

Need for collective drive to resolve

Lack of immediate action

Lack of proactive action

Don't just think, act

# Appendix Three: Ideas Storm Long List

## Power Generation - Ideas, opportunities, solutions

retrofitting older houses - start with large old buildings - care homes... plenty of those in worthing!  
information for care home owners so that take up to green schemes is higher.  
A Sea Wall/ Dam from Shoreham to Goring to provide Tidal Power & a new route for A27  
Look into greener energy to use across the board but also the affordability costs  
Tidal energy from The Adur river??  
need to produce clean energy  
all councils to have solar panels or renewable energy fitted to their buildings  
Community energy like Brighton Energy Co-op  
WE need more solar/wind and other local sustainable power  
Industrial estates seem to be an untapped source of roofs. Could make a sizeable micro-grid with storage for grid balancing  
Natura sandbanks or even human flood barriers to heighten the banks of the river to help prevent flooding  
green municipal bonds for small investors  
Reverse the resistance to onshore wind power which now, I believe, is the cheapest source of power generation.  
Need to reduce costs of alternative energies to make accessible for all  
Things like Ripple Energy - where communities can own local sustainable energy, need to be encouraged  
Need to bring pressure on landlords to make their properties using alternative energy  
More offshore wind  
Fleet vans to be used as energy storage when not in use  
Overflow reservoir so the flood water has a direction in which to travel so it does not harm the surrounding areas  
Make all lighting controlled by sensors. that is they're only on when you need light.  
A power generation turbine similar to the Thames  
cheap solar panels for homeowners  
Community solar panels - financial support/encouragement  
Consider tidal power generation

## Flooding - Ideas, opportunities, solutions

Plant more trees, particularly on flood plains  
what are the plan for flooding  
Create a Dam, which supports a road, out to sea & provides a Sea wall from Shoreham to Goring  
legislate for garden frontages not to be given over to concrete. Parking space can be supplied on matting on soil which will serve as a drainage area.  
Flooding from rivers is natural. Allow for some flooding.  
We need to stop southern water releasing sewage when there are storm surges - we shouldn't be polluting our rivers and seas every time we have heavy rain  
As part of the solution we made orchards in Cheswood allotment site (using Watershed council funds) BUT if the houses they back on to have hard drives to park cars, not gardens to soak up water, then transport is part of the flooding issue.  
We need to work with natural solutions, e.g. rewilding tributaries, planting right vegetation etc  
flood defences impact on flood plains. What can we do about this?  
More info shared on green ways to make the front garden a car space to allow water to be absorbed.  
Stop building on flood plains  
grassguard permeable paving solutions for new build homes and businesses as well as public areas  
Communal food waste means rats so needs proper digestive systems? Composting is always a good thing but not always an easy thing to do properly  
protect the land around the coastal  
More integrated drainage systems  
Awareness - this is an emergency for coastal towns.

## Lack of awareness/education/comms - Ideas, opportunities, solutions

new salts farm and brooklands to be used as a learning/education centre  
Involve local schools - push for climate change to have more prominence in the curriculum  
It seems young and old people are aware and trying to act but middle ages need to be educated and be more involved  
Educate the older generations as younger people will learn the behaviours through copying adults  
Avoid biases  
Create competitions between schools  
Create competitions between schools  
Create  
Accessibility very important as not everyone is using the same form of media to get their information  
Do we need to educate and inform councillors  
Put messaging and actions needed on side of buses, on refuse trucks, use free ad space on billboards - 10 tips and actions (see B&H buses for examples) YES YES  
Get each school to run an awareness campaign - get them involved via Youth Climate Action Summit  
Make environmental concerns and the issue of climate change part of the national curriculum in schools.  
set up an app form or similar where people can check how safe is their home in terms of flooding  
Education , Schools to educate pupils to be greener and the effect of climate change(Global warming)  
Get influencers and prominent role models on board (beyond David Attenborough)  
school curriculum to include compulsory subject - C Change  
Twinned towns are all from developed countries - can we link-up with towns in developing countries?  
Sustainability training as standard for local/ public sector organisations  
Look at examples like Nottingham - easy access to affordable buses means huge numbers moved to using them instead of cars - we need the same  
educating elder community members using community centres to encourage sharing ideas about recycling  
Sustainability training as standard for local/ public sector organisations  
The sustainability goals should be part of the curriculum in every school in Adur & Worthing  
climate museum or a similar education centre, hands-on and with virtual reality, so people can experience the consequences of climate change.

Education courses in the community and within schools  
Recognise your plastic training for people to know which plastic is recyclable and what to avoid by all costs  
Sustainability / climate impact messaging included within induction process for EVERY new starter in Public Sector and private sector jobs  
employ people to work with individual households to develop a carbon neutral plan, workout how to measure it and get rewards on how you are achieving it  
Community notice board  
Teaching children about gardening and recycling in school  
encouraging different generations to interact with each other about climate change so much space in community centre is being wasted being left empty  
Make it easy for everyone to access all the informations about the climate assembly  
Encouraging the local authority to hold more events that are made compulsory to attend for people who are high energy users  
Local councils to facilitate distribution of messaging re helpful actions to all local businesses, public sector orgs, schools etc - do they all have sustainability roles / green champions within those orgs?  
All households should an annual account from council saying where we are on the carbon footprint process - so what current footprint is, what the council has done this year to reduce it, - so basically how we are doing - and then an explicit explanation of what we all need to do in the coming year to reduce it.  
Call for volunteers, like in Covid response, to help spread messages at local events, shopping centres, focus on helpful actions NOT finger pointing  
Use creative industries to educate, eg theatre and artworks  
Carry out more public campaigns about enviro and make more people aware  
start an education centre for ll generations to learn and experience consequences of climate change

## Waste & recycling - Ideas, opportunities, solutions

advertise and promote repair cafes more clearly  
 advertise and promote Repair  
 communal composting of food waste would need a digester - composting is a skill  
 and cooked food attracts rats so investments in a controlled digester would work  
 but cost initial outlay  
 Secure food waste bins. Encourage people/give facilities for people in flat  
 dwellings with no gardens/shared gardens to recycle food waste  
 Incentives for the top performing recycling area/ community  
 Communal food waste means rats so needs proper digestive systems? Composting  
 is always a good thing but not always an easy thing to do properly  
 Reduce the charge of green waste collection  
 Communal garden, compost and green refuse for people who live in flats without  
 garden access.  
 More funding into the council and government locally to give more options of what  
 we can recycle  
 Encourage more projects like Repair Cafe  
 simplify for residents  
 Promote repair shops more widely  
 install recycling bins along the coast: what people use on the beach is all recyclable  
 but then it goes for the burning.  
 bigger recycling bins for homes to encourage more use  
 composting  
 advice on options to reduce energy use and sources of funding should be in one  
 easy to find place

### Food waste collection

Increase recycling collection to weekly, leave refuse to every 2 weeks as now.  
 Could increase the amount people recycle.  
 That's a very good idea <<<<<<<<  
 everything that can be recycled should be not what just generates money for the  
 private companies that have the contract from the councils  
 Supermarkets to withdraw plastic bags for fruit veg  
 We need more trash bins on the streets so people will not throw the rubbish on  
 the roads  
 <<<recycle bins not just trash.  
 Recycling vending machine/ deposit for glass and plastic bottles like Norway  
 In Denmark they have bottles and have recycling machines at supermarkets  
 where you earn money back for recycling.  
 offer free home surveys so people can check their energy rating  
 Glass, plastic and tin can recycling points outside shops, supermarkets etc where  
 people are buying drinks.  
 More recycling machines automatically for plastic and cans with money  
 exchange  
 Collect more waste for conversion into energy.  
 more recycling bins in public spaces, in town centres.  
 steel waste collection and more information about the plastic that which could  
 be recycled or not



## Trees - Ideas, opportunities, solutions

Lots of schools have open spaces just grass create wild areas for education and diversity sort of open classrooms to educate the young  
open community gardens for everyone to come and enjoy plants growing and admire wildlife. Just enjoying is ok, sometimes you need some time to touch the soils and start growing

Tree/nature play areas such as go ape

Trees are so important for our wildlife, just removing one tree will radically shift the activity of wildlife in an area.

Planning Permissions insisting on a Fruit tree in every garden

Whenever a tree is removed (for disease reasons) it should always be replaced by at least one other and preferably two

Involve local schools

As Flooding is a major future issue for Worthing then trees and their absorbance of water will really make a difference

public roundabouts should be wildflower area

**MANDATORY TREE PLANTING- AT LEAST ONE PER HOUSEHOLD**

Mandatory town centre tree planting, including new homes, new buildings.

Any spaces that can accommodate new tree planting should be used for this and wild flowers

No trees should be removed without advising the local area in writing and a consultation period should be allowed

Have a team for each park that involves local residents, called Wildlife in Parks Team - we can improve habitats and set up community composting

More allotments shorter waiting lists

Wilding projects in school grounds

Helping schools plant trees on their school fields.

rewilding of areas on school greens. butterfly chalk banks

permaculture community areas for learning and taking ideas home

Scheme for local people to sponsor a tree - community-funded and implemented

Urban gardens

introduce more trees into town centres and urban areas.

What can we do as an assembly to come out in support of Help the Kelp?

Protect 'pink' areas discussed by Henri Brocklebank

Kelp Forest

Work with the Woodland Trust

## Traffic congestion/pollution - Ideas, opportunities, solutions

More green buses as alternative e to bus lanes not being used  
 Bus lanes to replace car routes  
 Pedestrianise as much as possible.  
 create permanent cycle lanes instead of pop up cycle lanes  
 By pass to enable through traffic  
 Car sharing  
 More buses but smaller  
 Limit car access to areas around towns at certain times  
 More community bike projects, just like Durrington  
 More Cycle lanes  
 Bus / Taxi / All in one lane also for emergency vehicles  
 More regular trains around west Sussex  
 electric school buses  
 Electric Vehicles create a solution for the 1st World but can be a problem for the Emerging World due to mineral extraction  
 Bigger penalties for polluters eg S Water  
 Bus Lanes to replace cycle routes.  
 Bear in mind that tyres are a significant source of microplastics. Just going to electric vehicles isn't the whole solution.  
 20 mile an hour zone

All council waste carts to run on electric/set an example  
 School children to go to local schools and encouraged to walk/cycle  
 provide map of cycle lanes they don't seem to lead anywhere -should be about getting from A to B for work if it is to reduce car use not just for leisure  
 Having affordable public transport is key to reducing traffic congestion  
 Divert A27 down a bridge over the Adur & out to a Dam. This creates a Lagoon , generates tidal power & cleans the air. Dam returns A27 to join before Littlehampton  
 Bus conductor at every stop  
 Encourage one/two car per property depending on how big the property is  
 Free public transport for all on buses and trains.  
 More zebra crossings/safe crossing areas. Reduce speed to 20mph. Discourage PAVEMENT PARKING. More traffic wardens!!  
 Flexible working should be a respected and 'normal' way of life to avoid unnecessary commutes  
 More affordability  
 Cheaper train and bus tickets so less pressure on cars  
 closing small roads in town centre to create more walking streets and green spaces  
 Most ideas have a downside to be allowed for to make them work. Electric cars produce problems because  
 limited the number of cars per family  
 More thought, less haste - Cycle lanes that were a brilliant idea but poorly executed.  
 More cycle lanes, with proper consultation

## Traffic congestion/pollution - Ideas, opportunities, solutions

More green buses as alternative e to bus lanes not being used  
Bus lanes to replace car routes  
Pedestrianise as much as possible.  
create permanent cycle lanes instead of pop up cycle lanes  
By pass to enable through traffic  
Car sharing  
More buses but smaller  
Limit car access to areas around towns at certain times  
More community bike projects, just like Durrington  
More Cycle lanes  
Bus / Taxi / All in one lane also for emergency vehicles  
More regular trains around west Sussex  
electric school buses  
Electric Vehicles create a solution for the 1st World but can be a problem for the Emerging World due to mineral extraction  
Bigger penalties for polluters eg S Water  
Bus Lanes to replace cycle routes.  
Bear in mind that tyres are a significant source of microplastics. Just going to electric vehicles isn't the whole solution.  
20 mile an hour zone

All council waste carts to run on electric/set an example  
School children to go to local schools and encouraged to walk/cycle  
provide map of cycle lanes they don't seem to lead anywhere -should be about getting from A to B for work if it is to reduce car use not just for leisure  
Having affordable public transport is key to reducing traffic congestion  
Divert A27 down a bridge over the Adur & out to a Dam. This creates a Lagoon , generates tidal power & cleans the air. Dam returns A27 to join before Littlehampton  
Bus conductor at every stop  
Encourage one/two car per property depending on how big the property is  
Free public transport for all on buses and trains.  
More zebra crossings/safe crossing areas. Reduce speed to 20mph. Discourage PAVEMENT PARKING. More traffic wardens!!  
Flexible working should be a respected and 'normal' way of life to avoid unnecessary commutes  
More affordability  
Cheaper train and bus tickets so less pressure on cars  
closing small roads in town centre to create more walking streets and green spaces  
Most ideas have a downside to be allowed for to make them work. Electric cars produce problems because  
limited the number of cars per family  
More thought, less haste - Cycle lanes that were a brilliant idea but poorly executed.  
More cycle lanes, with proper consultation

## Green credentials - Ideas, opportunities, solutions

International carbon crediting schemes

Incentives to get involved in climate change awareness. put supermarkets that are doing well in public view to encourage others to do the same

More options for reusing wasted water from washing machines

Use more water butts and connected via the drainage off the roofs to catch rainwater

help for local shops who are reducing plastic waste - weigh bins/ scales zero waste start up grants?

re-introduce weekly recycle bin collections to encourage

Plastic waste recycling schemes (refunding plastic water bottles in supermarkets for vouchers)

start kelp farming and push govt for quicker action

Promote B Corp Certificate or a different scheme to businesses to mitigate their carbon footprints

SHINE single point of contact at the council, just like Islington

Require all local businesses to file a carbon redo plan with the council

We need to measure current awareness and concern and take professional advice on successful campaigns like Specsavers

We need an awareness campaign - Like WWI "Your Country needs you" - Kitchener portrait pointing out - possibly picture of David Attenborough

## Public transport - Ideas, opportunities, solutions

Animal waste gives off methane and that can be burned to produce energy and still use remaining manure as fertilizer  
why do some councils give over 60 free travel but not ours it's far cheaper to use my car than a bus  
Subsidise transport - buses are too expensive  
Bus / Taxi / All in one lane also for emergency vehicles  
Cycling Paths----- to adapted as many paths as possible into Sharing paths  
More lemon buses!  
Buses need to be much more affordable in order to make them affordable.  
Biofuel buses and renewable fuels  
Buses are privately owned. We need to bring pressure to get them to change  
Trams to be installed?  
more but smaller buses  
stricter penalties for unsafe driving e.g. dangerous overtaking of cyclists - will address safety concerns re. cyc  
More plug in parking spaces for electric cars , as and when needed ,council needs to be on top of this ( individual car parks to advise when needed)  
Park and ride, more of  
Trams  
Cycle confidence courses should be easily accessible  
Cheaper life insurance if you walk or cycle a certain amount per day!  
Buses----Electric buses \*\*\*cheaper fares\*\*\* (cheaper to get a taxi with two people)  
Need better, more secure cycle 'parking' in more areas - people don't want to risk leaving bikes where they may get stolen.  
More cycle lanes are needed  
Electric/ hybrid buses to be used. Surely cheaper to run so cheaper tickets  
Walking to school groups - so everyone can safely walk together  
Paul Emore green buses

Cheaper train fares. no incentive to get on a train when it is cheaper and less time consuming to drive  
how about a bike scheme like in London.  
Cycle lessons for all school pupils  
joined up parks to cycle through (like eastbourne) pedestrian blocks. make cycling and walking enjoyable and safe  
school buses to reduce rush hour traffic - electric?  
subsiding train travel - too costly for people to use  
Need more routes to be added  
Incentivise businesses to offer car pooling or sign up to 'easit' schemes that offers discounts on public transport (Crawley has an easit network)  
Solar panels on public transport.  
Buses are likely to be a more acceptable alternative to cycling  
Emissions zone (like London). Blue/Days and red for people t come n  
introduce no/low traffic areas  
subsidise train travel. It costs the same to run a train if one person is on it or 100  
electric bikes make it easier but they are more expensive - options for loans??  
Low traffic neighbourhoods, like parts of London  
free bus transport for under 18's  
more cycling lanes and cheaper fee for public transport  
Use school buses and minimise cars parking there  
Exercise bikes inside busses to power the busses (and it will make you fitter!)  
What about something exciting - Like a monorail system? And a Park and Ride - Could use the old cement factory - and Cable car transport  
incentivise car sharing i.e. reduced or dedicate parking spaces for car sharers  
Free public transport like in London to certain groups of people - especially young people  
Transport should be more accessible. Encourages more people to use it.  
more green busses  
Address reliability (especially of trains)

## Food Production & Food Waste - Ideas, opportunities, solutions

Encourage projects like Farm Drop/ Catch Drop

I would like an allotment but would be easier if I could do it as a group . all my family are too busy but could do it with other retirees Or even pay someone to so some of itt and I could join in as necessary

Community Composting

charge for packaging (similar to plastic bag charge - usage dropped by 95%

Reduce the amount of packaging being used or swap out for reusable boxes instead of one time waste dispenser

a local directory that tells me where I can buy locally produced food.

Public organisations e.g. hospitals and schools to not serve red-meat and/or offer extended (or exclusively?) vegetarian menu.

More recycling bins.

More recycling bins

Find the better way to manage the food waste in the similar way that you could use the compost

Change what we eat

Planning permission dependent upon Fruit Tree in every garden

In my school, we waste so much food everyday and rubbish is put in the wrong bins or littered on the floor. We need to change this. For example, we could put targets (like McDonald's) on the bins so that we can make it fun and people try to get the food in the bin and it is fun for the children.

Pre packed food creates non recyclable waste and encourages overbuying leading to food waste

Meat used to be a treat. Tasty non meat alternatives need to be cheaper by an appreciable amount

Commercial compost facilities could turn what is collected from households into usable products, with a financial value to the council (saleable).

Local farmers markets

Household food waste collections are essential - and already done by lots of councils - we need them in our area.

Where can we recycle our cooking used oil?

An easy local reference guide that tells us where to get local produce, who produces what, organic or not, sell direct to public or not etc

Use glass instead of plastic, with deposits on them so that people return it to the vendor . Like we did in the '50s

council needs to be more proactive in supporting allotment holders

More land for allotments so people can grow own food

More provision of community food spaces eg fruit trees planted on residential street

Food Waste collected from households could also be used to generate energy in anaerobic digesters

A lot of food waste is thrown away in food premises (i work with cafes) this could be collected like general or recycling are

reward and publicise good local suppliers

Labelling origin of loose fruit and veg

Allotment spaces are key

Growing own food means not much food is wasted

Pilot a partnership or mentoring scheme connecting experienced growers with families who want to grow own food in gardens or allotments

Compost bin collection

how do we go about getting the bins

more community composting

more labelling of origin of loose fruit and veg in supermarkets so you can choose local.

Pledge to solidarity with climate refugees, such as Fairbourne whose land has been decommissioned and they will all have to move away. Maybe one day that's us.

## Housing - Ideas, opportunities, solutions

More accountability for energy providers in homes- some might not be regulated and can cause more harm than good  
no planning permission granted without green plans i.e solar panels  
Make the green energy/ home improvement grants accessible to all and easy to apply for  
More incentives for developers to do the right thing  
Government guidelines on the building of houses to meet eco requirements  
New properties to only be built with Green Drives, electric appliances, pump heater & voltaic hot water  
Financial incentives for homeowners, maybe calculating council tax by energy rating  
More accessibility and affordability to solar panels on housing  
The government scheme needs to be advertised more.  
Rather than cramming in new builds ensure more wildlife areas are preserved.  
Legislate nationally and locally for new builds to be zero carbon. devise a house building system where profit margins are a principal factor.  
resources into following through recommendations  
centralised person/team who can visit homes and provide support and advice  
Eco requirements need to be included in planning regs locally  
New builds are good at keeping heat in but become too hot in summer causing a need for air con units- surely that's a bad thing.  
All new build to be at least a B energy rating if not A  
Solar panels are compulsory on all future new builds.  
Incentive scheme to for people you get solar panels e.g. Reduce in council tax (house band goes down)  
New insulation should be eco friendly not petrol based.  
Solar panels to be mandatory  
Support for renters (30% of A&W) - we do not benefit from green grants

Loc  
why don't we build up? more homes, less space?  
More green roofs  
Living roofs  
More solar - loads of businesses have suitable roof spaces  
planning rule should be able to insist on energy saving  
Encourage people to stop paving over front gardens  
A 'ground force' type idea - to come into all homes to audit and help become energy efficient  
Carbon dioxide generation from buildings is by far the biggest contributor, so focus on this as a priority  
Council owned buildings/ public sector building to have green roofs/ solar as standard  
Loc  
green architecture  
Home insulation is one of the greatest opportunities - We need to spread the word and incentivise people - A campaign strategy needs to be developing  
encouraging people to get free insulation in properties  
Looking at council housing to give more assistance esp. flats  
Why are we only building 20% affordable housing when what we are desperately short of isn't non-affordable housing! We have plenty of that already  
Accountability for landlords/ landladies  
Increase the energy rating requirement for landlords  
those in flat being able to put compost in the local allotments  
Water meters actually in doors rather than outside so we can see how much water we are using every day  
Build more high rising homes to save land  
Make it be affordable to change or improve your house to be able to reduce the carbon

## The Garden - any ideas you might have that don't fit in any other section...

They need to be joined up as part of the plan!

Amidst a mulitu

Educating children by planting flowers and plants in schools and saying why, so that children understand why they are planting flowers and how it helps the environment.

Twin town worthing with other places in the world where climate change is happening now, to improve our connection with others and the global impact now of destruction repair cafes in schools, so that kids can bring their tech an event which shows the local impact scenarios of climate change - maybe virtual reality - so people can really imagine what will happen here if we dont act

Link up gardens as networks for nature with actual nature reserves, parks, green spaces.

Mandatory wild flowers, plants and trees to be in town centres.

Our pollinators are really struggling. We must plant wildflowers on verges and wild spaces.

A wildlife and ecology support group could be set up to hold the council accountable for actions and to advise what different local areas need to support nature

Council needs to give priority to planning applications which incorporate plans for biodiversity

Encourage green/ ethical investing

We need more green spaces

pledge for solidarity with future generations, young generations, climate refugees and other groups and communities more at risks to set up resilience plans in place

We need to both improve existing green spaces and create new ones

New builds rush building and gardens are left in poor preparation meaning artificial grass and decking is used. If more care was taken in build stage this should hopefully avoid the need for artificial grass and decking

Put pressure on companies to get rid of built-in obsolescence of products

pop up food places, shops and local markets selling fresh, local goods.

Mandy Redmans figures under 30 do it over 64 do it what's wrong with the middle aged people

Urban farms, rooftop farms, hydroponics

Give shop owners who rent space an incentive to become a greener company

Engage inspirational leaders to promote each of the key topics

Ban astroturf

The 15 minute city

Stop mowing verges

Why do our garden waste bins cost so much cheaper bins would encourage more use

set up a climate assembly board that will be overlooking implementation of recommendation, to play a similar role as other environmental groups

provide a training for climate assembly members to carry on spreading the word beyond their family and friends.

The kelp farm is a good easy idea

Let people know tips for their gardens - no pesticides, rewilding opps

Many of the polluting industries support communities (as coal used to in Wales) so you will only get buy into the scale of change you need if you provide the same number of jobs in the same place.

That means we have to invest in making our own green technologies, not buying them in - PE.

rewilding is sound practice if properly managed, but a tatty verge does nothing for tourist trade so it has to be meadow-sown not just left to go manky with couch

Kelp forest in the wind farm?

divest your pension funds from fossil fuel companies

Ground force idea - actually get support to work with neighbours to join up our gardens so wildlife can move around freely

rewilding is sound practice if properly managed, but a tatty verge does nothing for tourist trade so it has to be meadow-sown not just left to go manky with couch

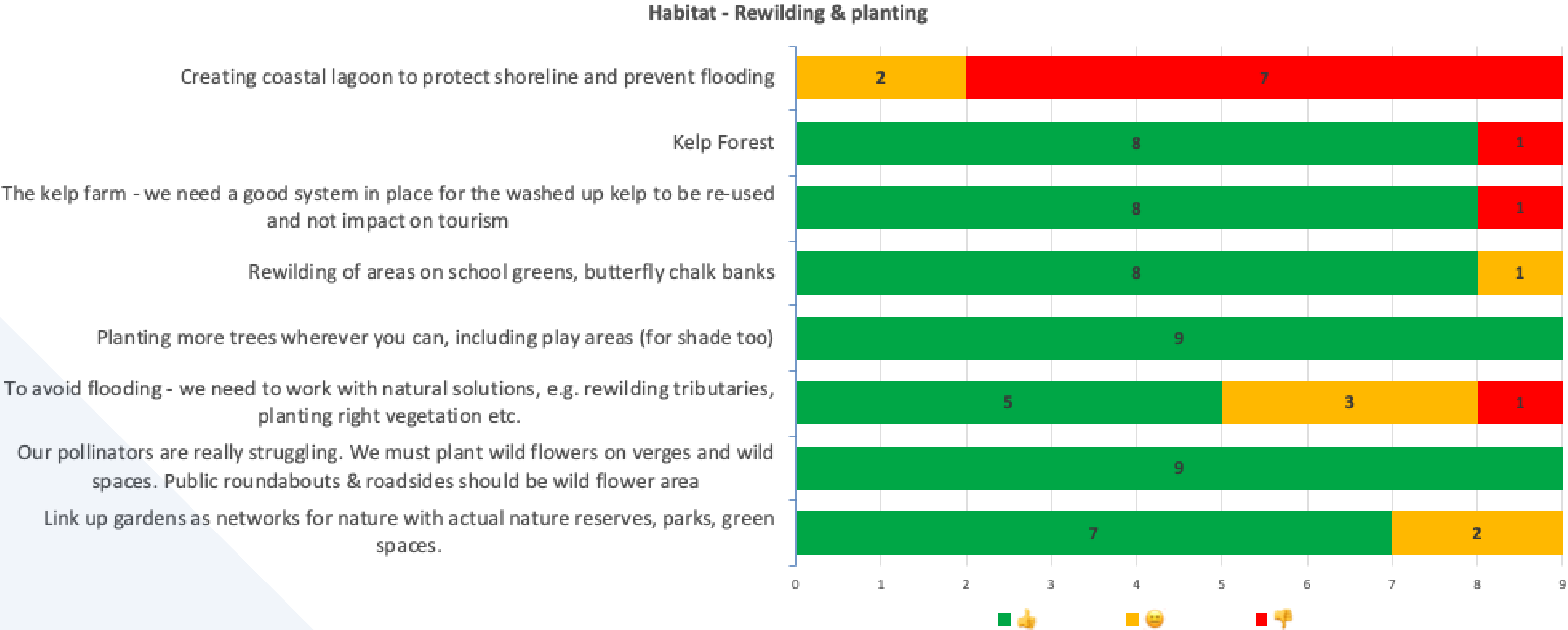
Council could consider providing cheap or free water butts like they did compost bins a while back

I like the idea of individual climate change plans for all areas - could be related to individuals life styles

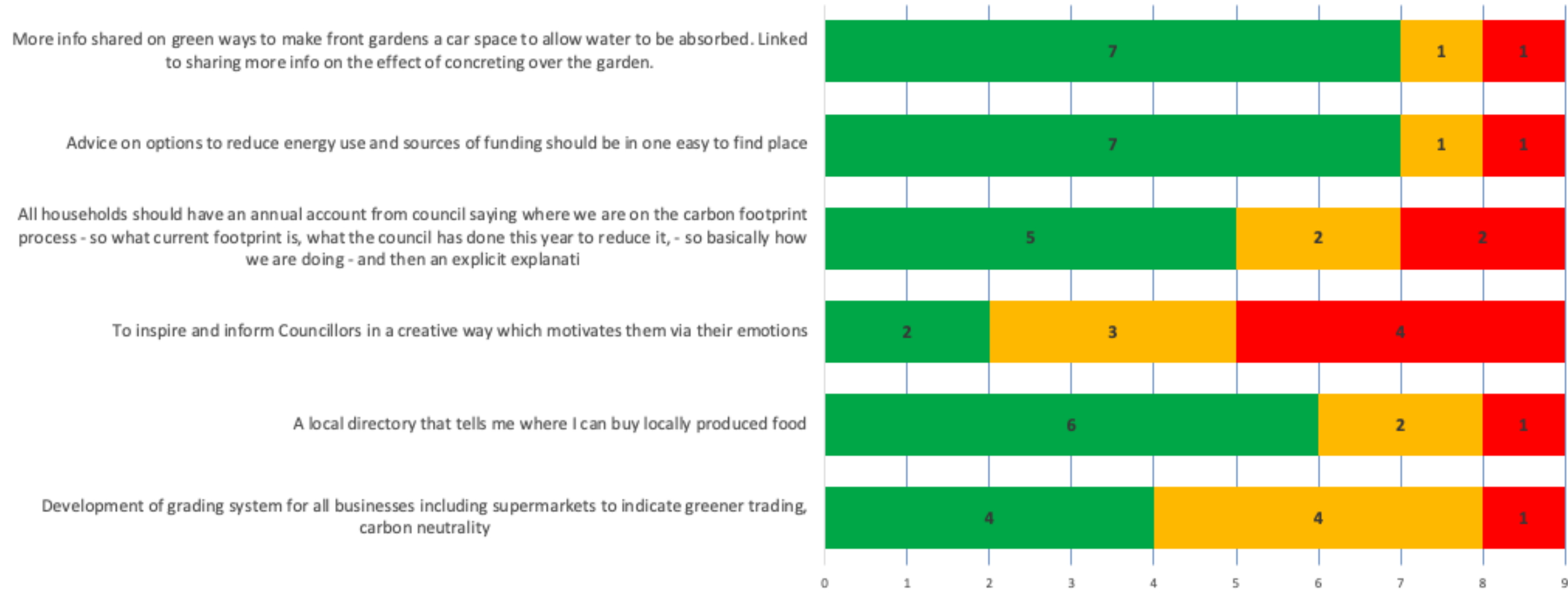


# Appendix Four: Strongest Supported Ideas ('thumbs up')

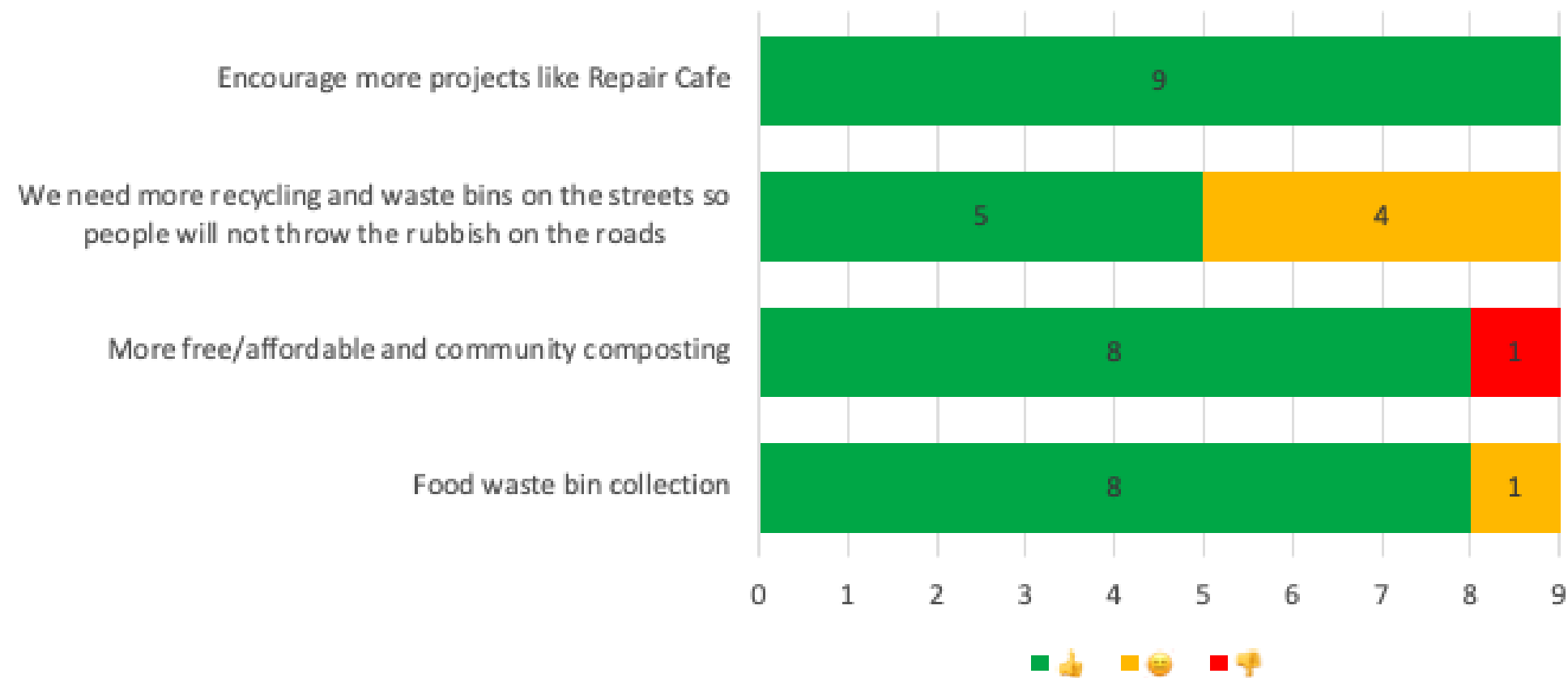
Below are the graphs from the ideas which were voted on during Micro Group four. Green indicates a 'thumbs up' from the group, while red indicates 'thumbs down' and amber is 'meh - it's alright'. The heading of these graphs were working theme titles, which were updated (reflected in section three of this report) once final recommendations were produced. All ideas were presented to assembly members in the format below during day four of the assembly. Members were free to incorporate the ideas in the creation of their final recommendations. Some ideas below informed the 19 recommendation statements, whilst other ideas were used as 'actions which need to happen' in the content of a recommendation.



### Information & awareness



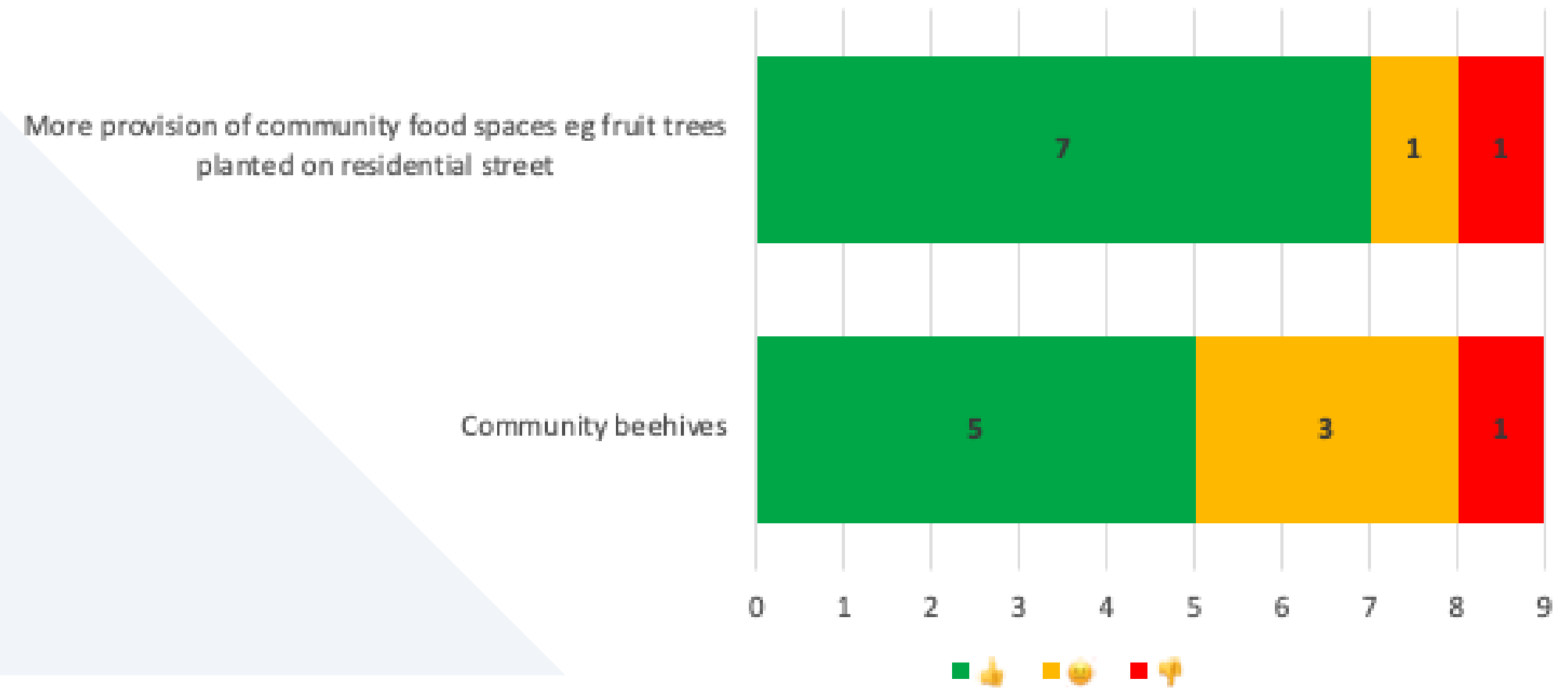
### Recycling



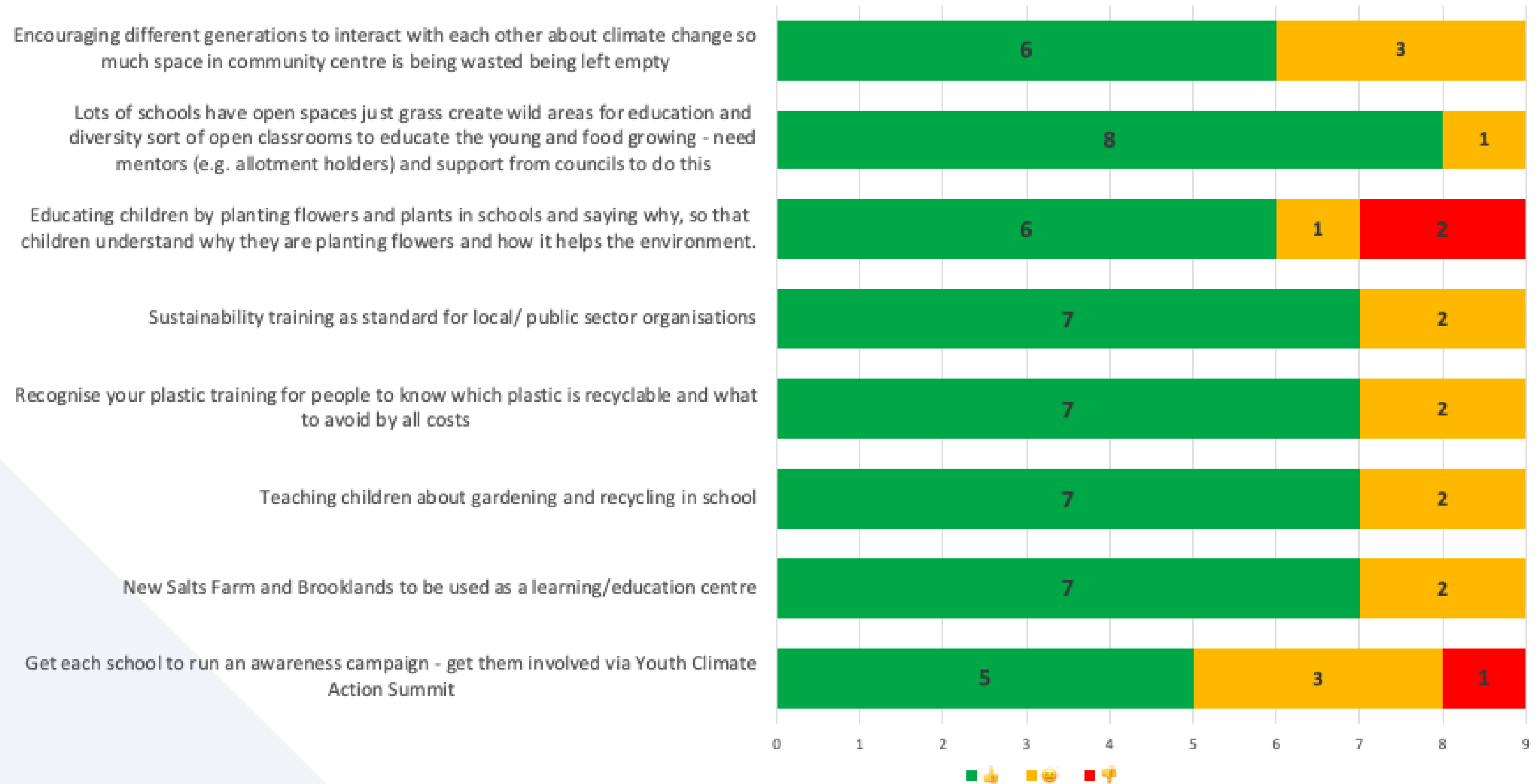
### Energy



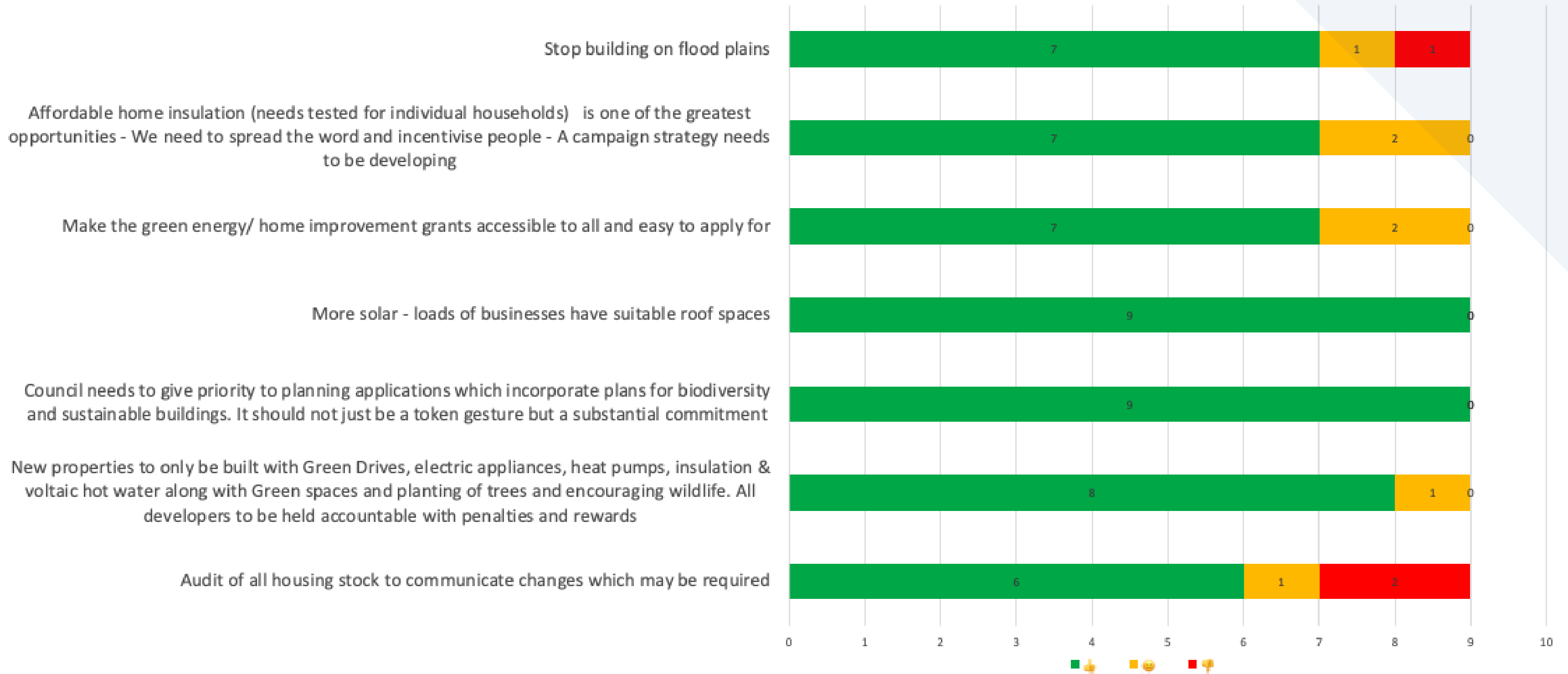
### Food production



## Education

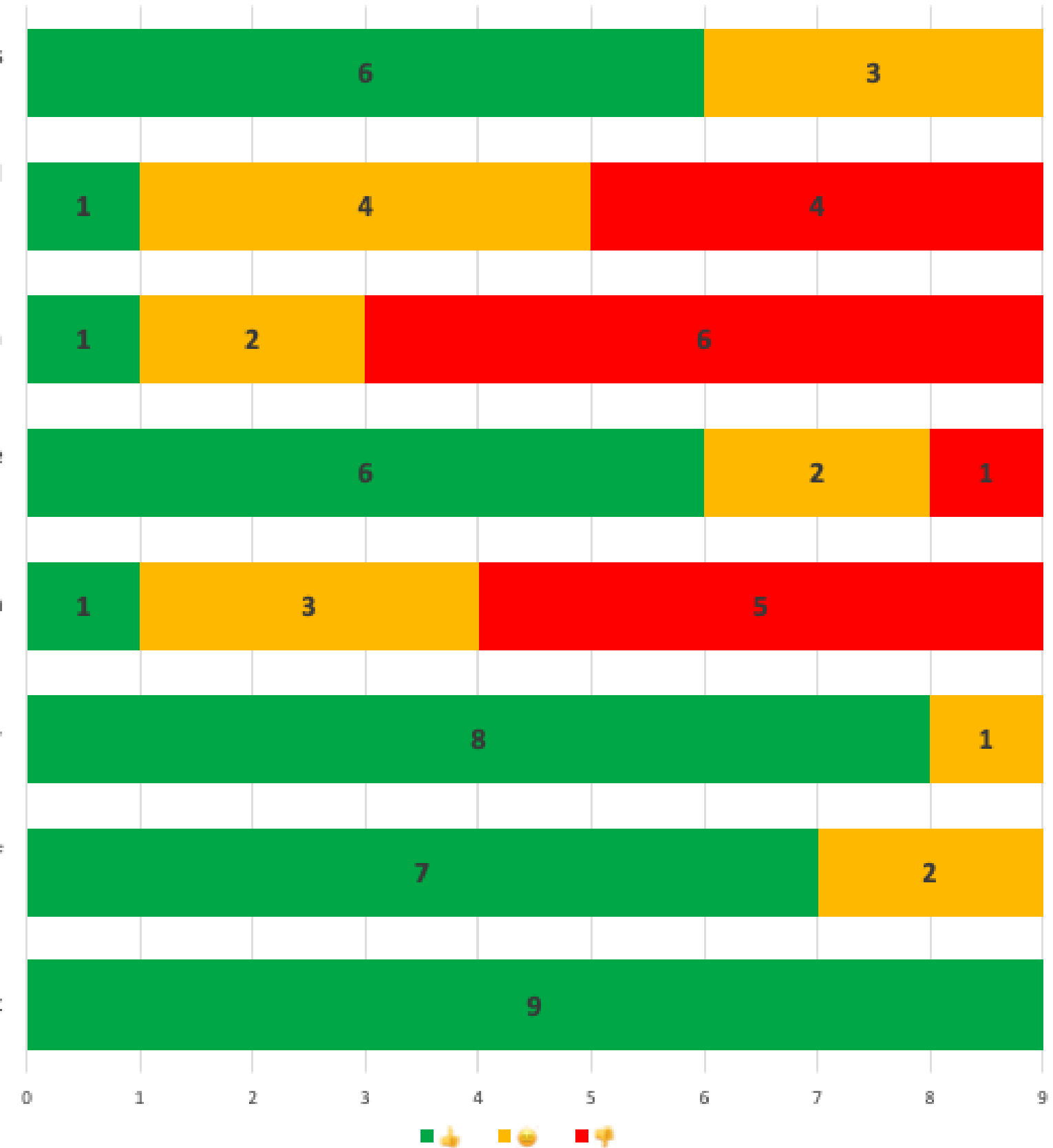


### Buildings



## Travel

- Flexible working should be a respected and 'normal' way of life to avoid unnecessary commutes businesses should be encouraged and supported to promote flexible working
- What about something exciting - Like a monorail system? And a Park and Ride - Could use the old cement factory - and Cable car transport - making the area a 'brand' that is attractive! Hydrofoil or travel along the coast during the summer - Pier to pier!!!
- Trams - all the way to Brighton
- Electric bikes make it easier but they are more expensive - options for loans? Incentive scheme for using? Incentives for manufacturers
- Emissions zone (like London). Blue/Days and red for people to come in
- Having greener/affordable easy access improved public transport is key to reducing traffic congestion e.g Nottingham. Electric/ hybrid buses to be used. Surely cheaper to run so cheaper tickets. Hydrogen buses - consider costs. Buses need to be much more a
- More plug in parking spaces for electric cars, as and when needed, council needs to be on top of this (individual car parks to advise when needed)
- More cycling lanes - that are well designed and safe and linked across the town, More cycle lanes, including through parks with maps available. Create permanent cycle lanes with correct infrastructure and routes that lead from A - B instead of pop up cycle



Support the restoration of natural kelp - promoting the positives and managing the negative effects on the environment and the local community.

**What actions need to happen this recommendation real?**

- Need to tackle the smell
- Supplements and super foods
- Explore use of kelp
- Investigate why so much kelp was washing up the shore
- Explain to public why we are doing this again, keep them in the loop
- Explore how it will impact on biodiversity and how we can build tourism around that
- Create unique branding around Adur & Worthing as a biodiverse place and brand - using the kelp forest and rewilding
- Use in agriculture (previously charging stopped farmers)
- Look at impact on local fishing industry and how to mitigate that
- Supporting local fishermen and helping them transition to new fishing practices

**Who needs to be involved to make this recommendation real? (Collectively)**

- Fisherman/woman
- Small business owner
- Sussex IFCA
- Coast guard
- Places that have already done something like this that we could learn from
- People to research use of kelp e.g. in agriculture
- Tourist board
- Local marine charities
- People who manage the coastline (foreshore officers)
- Kitesurfers etc.

**What impact will it have?**

😊		😞	
Increased biodiversity	Increased carbon capture	Smell	Seaweed on beach
Creating a new, untapped resource	Enhances reputation	Impact on fishing community	
Potential economic benefits			

**What resources are available or are needed?**

Kelp!	Foreshore team	Local wildlife groups	

# Appendix Five: SurveyMonkey Ballot Example

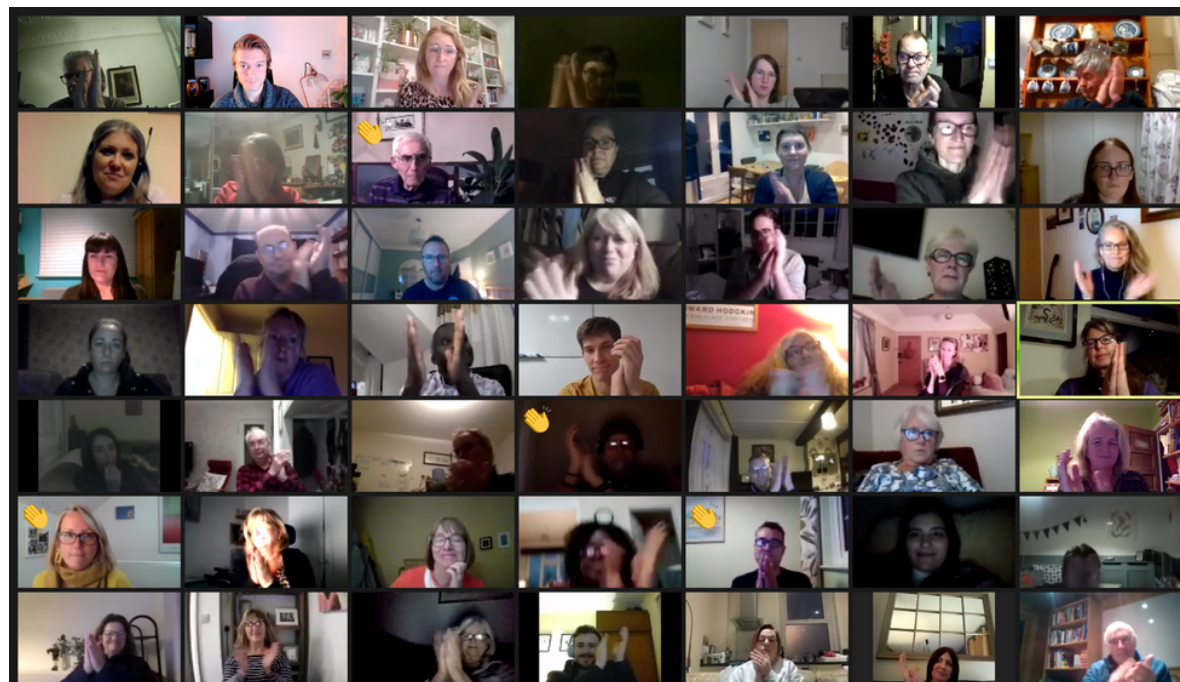
**1. Kelp - exploring effects on the community**

\*\*\*

How much to you support or oppose this recommendation for tackling climate change in Adur & Worthing and supporting our places to thrive?

- Strongly support
- Support
- Oppose
- Strongly oppose

# Appendix Six: Gallery









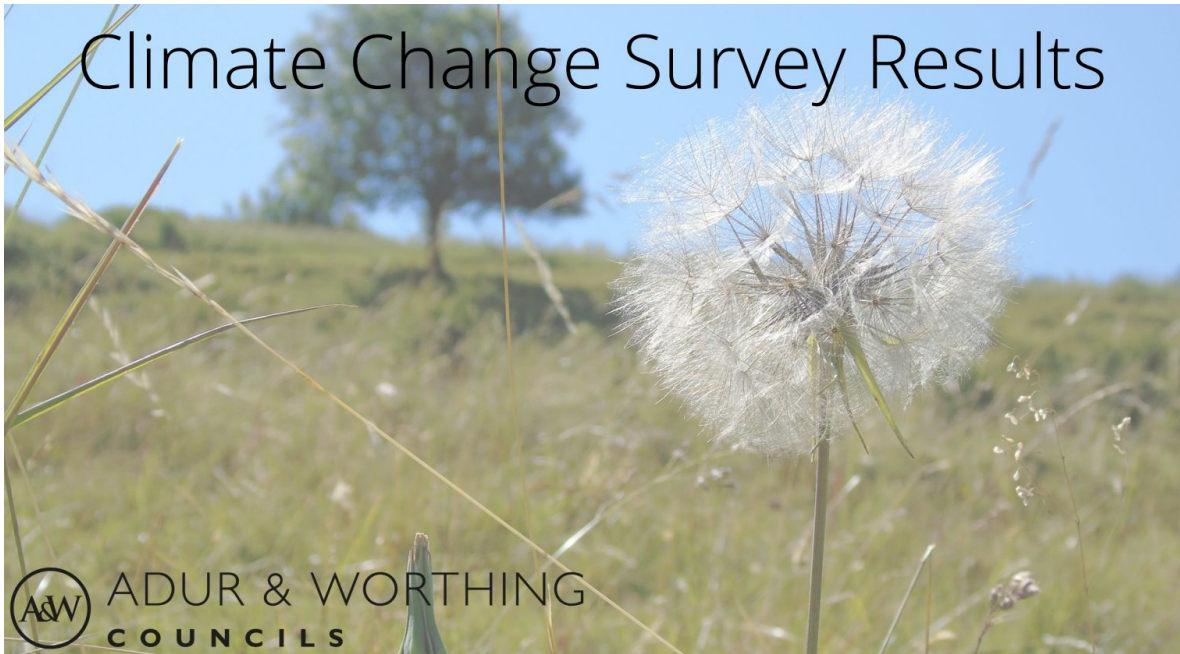
Democratic Society  
localdemocracy@demsoc.org





# Adur and Worthing Climate Change Survey Results

<b>Introduction</b>	<b>2</b>
<b>Demographics</b>	<b>3</b>
Who did we send the survey to and where did we publicise it?	3
Who completed the survey?	3
Ages	3
Gender	4
Ethnicity	4
What is your link to Adur and Worthing?	4
What is your occupation?	5
<b>Survey Questions</b>	<b>6</b>
What is important to you?	6
How do you feel about climate change?	7
Tackling climate change in the home	8
Climate change in the garden	9
You can see the full breakdown of responses in Appendix 1.	9
Climate change and shopping habits	9
You can see the full breakdown of responses in Appendix 1.	10
Climate change and travel	11
Lifestyle choices and climate change	11
What is the most urgent issue?	12
<b>Free text questions</b>	<b>13</b>
What would be different in our shared spaces (green spaces, seafront, town centre)?	13
What would be different in our home life?	14
What would be different in our community life?	14
Ten words to describe how the world would be different.	15
Conclusion	15
<b>Appendix One - full survey results</b>	<b>17</b>
Tackling climate change in the home	17
Climate change in the garden	19
Climate change and shopping habits	21
Climate change and travel	22



## Introduction

As part of our efforts to address the Climate Emergency, Adur & Worthing Councils have commissioned a Climate Assembly to address the following questions:

*“How can we in Adur and Worthing collectively tackle climate change and support our places to thrive? What does this mean for the way we live and for our local environment?”*

The Climate Assembly is made up of 45 residents of Adur and Worthing who were randomly selected to take part and demographically represent the residents of Adur and Worthing in terms of age, gender, occupation, ethnicity and attitude to climate change. From September to December 2020, these residents have met online to listen to evidence, deliberate and make recommendations that will go to Adur & Worthing Councils in Spring 2021.

To inform the Assembly members with the views of the wider community, a survey was created and residents invited to complete it. This report outlines the findings of this survey.

## Demographics

### Who did we send the survey to and where did we publicise it?

The survey was publicised on Adur & Worthing Councils' website and via its social media channels and was sent to several local Facebook groups and pages, for example the Worthing Journal and the Shoreham-by-Sea residents group. It was also sent to a wide range of community groups and businesses and promoted within the Councils sustainability blog. A press release was sent to the local media. A social media toolkit was created for Councillors to use to publicise the survey via their own social media channels.

### Who completed the survey?

The survey was started by 829 people but not all of these went on to complete every question. All questions were optional and could be skipped if a person did not wish to answer them and some people just answered the first couple of questions but did not complete the rest of the survey.

### Ages

In the survey respondents were asked their age within certain age bands. Of the 829 people who started the survey 250 people (30%) either skipped this question or preferred not to give an answer. Of those that answered the percentages per age range are shown in the table below as well as the demographic data for Adur and Worthing.

Age range	Percentage of responses	Percentage per age range 2011 Census	
		Adur	Worthing
0 - 10	0%	11%	11%
11 - 16	33%	8%	8%
17 - 29	3%	13%	14%
30 - 44	19%	19%	20%
45 - 64	28%	27%	26%
65+	17%	22%	21%

Due to the high number of 11-16 respondents and the low number of 17-29 respondents, the results for the remainder of the survey will be split into three categories

- Those aged 29 and under
- Respondents aged 30-64
- Those aged 65 and over

## Gender

Of the 829 people who started the survey 31% (258) opted not to complete this question or preferred not to give their gender.

Gender	Overall	29 & under	30-64	65+	2011 census
Male	43%	63%	33%	31%	48%
Female	52%	31%	66%	66%	52%
Non-binary	1%	2%	1%	0%	-

## Ethnicity

Of the 829 people who started the survey 32% (266) chose not to complete this question or preferred not to give their ethnicity.

Ethnicity	Overall	29 & under	30-64	65+	2011 census
White	93.6%	87%	97%	98%	94%
Mixed / multiple ethnic groups	2.8%	5%	1%	2%	2%
Asian/ Asian British	2.7%	6.5%	1%	0%	3%
Black / African / Caribbean / Black British	0.4%	1%	0%	0%	1%
Other ethnic group	0.5%	0.5%	1%	0%	0%

## What is your link to Adur and Worthing?

Of the 829 who completed at least some of this survey 243 (29%) chose not to complete this question or preferred no to say what their link to Adur and Worthing was.

What is your link to Adur and Worthing	Overall	29 & under	30-64	65+
Live in Adur	36%	4%	51%	65%
Live in Worthing	57%	87%	44%	31%
Live out of area but work in Adur	0.5%	0%	1%	0%

Live out of area but work in Worthing	2%	3%	2%	1%
Live out of the area but have some link i.e. visit regularly	1.5%	1%	2%	2%
Prefer not to say	3%	5%	0%	1%

### What is your occupation?

When asked what is your occupation 276 of respondents ( 33%) chose not to say what their occupation was. From those who did reply, the occupation of participants was as follows:

Not in the labour force	34%
Professional occupation and technicians	32%
Retired	17%
Service occupations	9%
Skilled trades	2%

## Survey Questions



### What is important to you?

In this first question respondents were given five statements and asked to put them in order with the most important being number 1. Of the 829 people who responded to the survey, only seven people didn't respond to this question.

The statements were:

- I believe that small individual changes can make a difference
- I believe we can act locally on national and global issues
- I believe that complicated problems need the government to take a lead
- I believe that complicated problems need the council to take a lead
- I believe that communities can make a difference when they work together

The below image shows what was important to the majority of individuals.



Although both those under 30 and those over 65 agreed that the most important statement was **“I believe that communities can make a difference when they work together”** those aged 30 to 64 felt the most important statement was **“I believe that complicated problems need the government to take the lead”**.

All age groups agreed that the least important statement was **“I believe that complicated problems need the Council to take a lead”**.

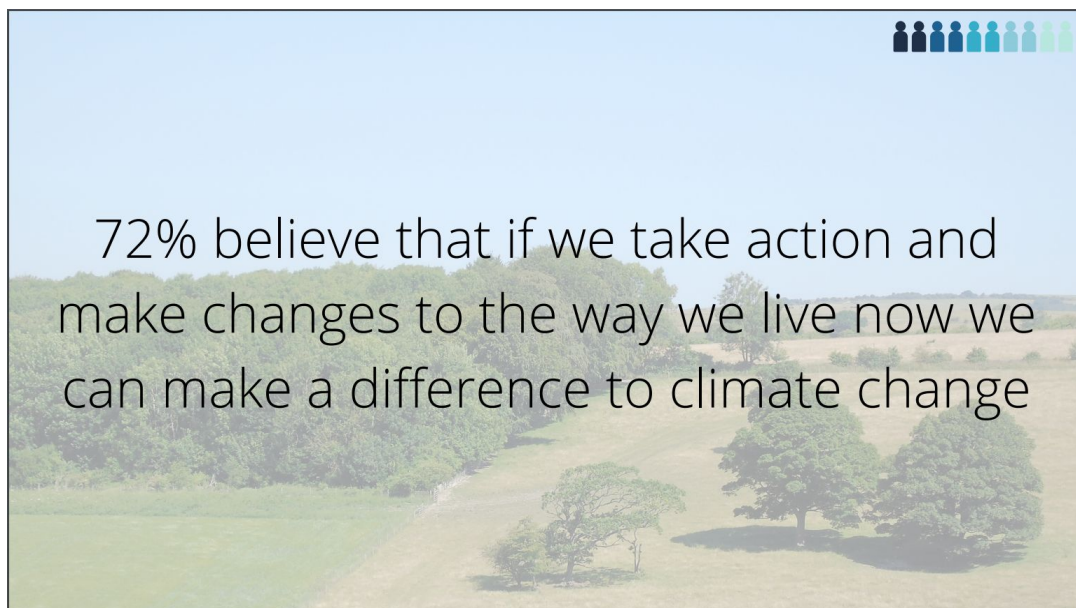


## How do you feel about climate change?

In this question respondents were asked to choose a phrase that best describes their feelings about climate change from the following:

1. I believe that if I take action and make changes to the way I live now it can make a difference to climate change
2. I believe that if we take action and make changes to the way we live now we can make a difference to climate change
3. I believe I have time to explore new solutions to climate change before I have to change the way I live
4. I don't believe I need to change the way I live to make a difference to climate change
5. I don't believe that climate change is real so no action is needed

812 people (98% of respondents) replied to this question by choosing at least one phrase from the list above. The most popular phrase, with 72% choosing it as top response, is as shown below:



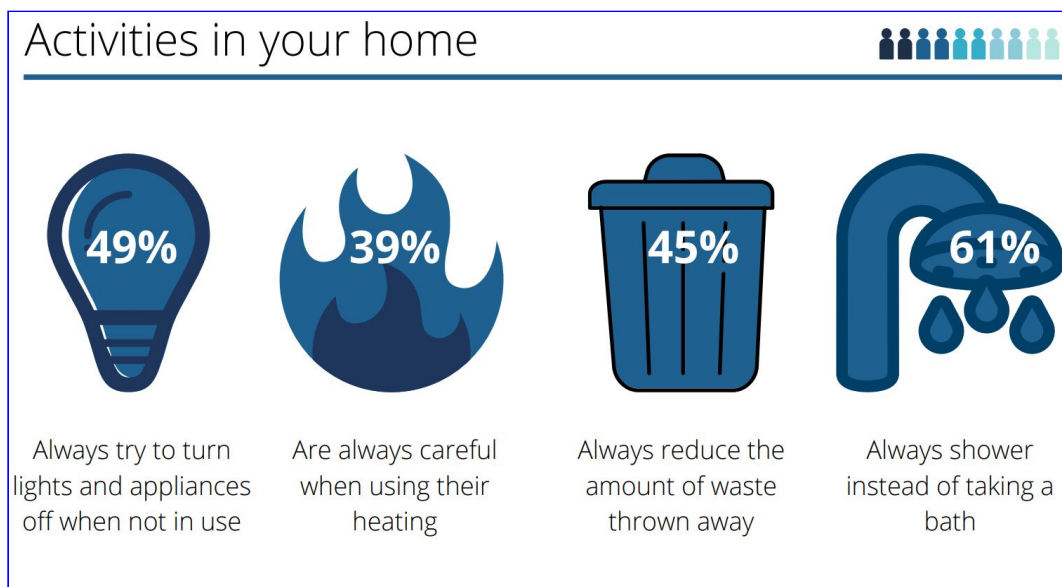
- All age groups agreed overwhelmingly with this statement (68% under 30, 82% 30-64 and 79% 65+).
- 17% of under 30's, 13% of 30-64 and 11% of 65+ chose option 1 and felt that they as an individual needed to take action
- 2% of respondents aged 64 and under felt that they climate change wasn't real. This rose to 4% of those 65 and over
- 8% of under 30s and 4% of those 65 and over believe they have time to explore new solutions. This dropped to just 1.5% of respondents aged 30-64, this age group that felt that there was most urgency about climate change

## Tackling climate change in the home

In this question respondents were asked to indicate how often they engaged with different activities that impact on the environment in the home (it didn't matter why they did these things). They were asked to choose "I never do this" "I sometimes do this" "I often do this" and "I always do this" for the following statements:

- I am careful about using my heating
- I try to turn lights and appliances off when not in use
- I shower instead of taking a bath
- I reduce the amount of food I throw away
- I reduce the waste I throw away
- I reuse and repair things

Of the 829 people who answered at least one of the questions 90% (746) answered this question



When looking at the responses of the under 30s we need to keep in mind that 33% of the total responses for the survey are from children under the age of 16 and this equates to 92% of the under 30 age group. We can assume that these respondents are currently all living with parents or guardians and do not own their own homes and this may have an influence on the answers that they gave.

Across all the household questions, the answers indicate that the older we get the more careful we are about using heating, turning off the lights and appliances, reducing food waste and the general waste we throw away as well as being more likely to reuse or repair items. There may be social and financial factors such as upbringing that have a bearing on this and not just a response to climate change.

You can see the full breakdown of responses for the different age groups in Appendix 1.

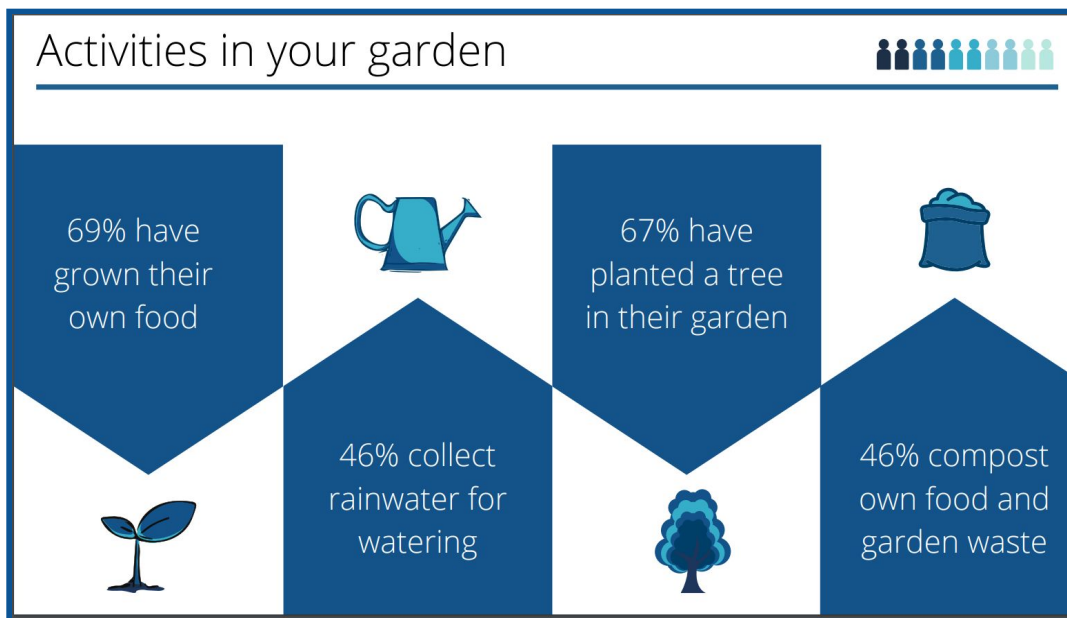
## Climate change in the garden

Respondents were asked to indicate how often they engaged in the following activities in their garden (it didn't matter why they did these things)

- I grow my own food
- I collect rainwater for watering and other uses
- I have planted a tree/trees in my garden
- I compost my own food and garden waste

They were asked to choose between “I never do this”, “I sometimes do this” “ I often do this” and “ I always do this”

As with the previous question many of these things may not be relevant to those under 16 and may be more of a challenge or not relevant to those who do not have a garden or access to an outdoor space of their own.



You can see the full breakdown of responses in Appendix 1.

## Climate change and shopping habits

In the next question respondents were asked how often they engaged in a range of activities when they shopped - again it didn't matter why they took these actions.

They were given the options of “I never do this”, “I sometimes do this”, “I often do this” and “I always do this”.

## Activities when you shop

- 64% shop locally
- 34% buy organic food
- 42% buy second hand items
- 57% avoid single use plastics
- 54% buy less than in the past
- 26% buy less meat and dairy products
- 74% take unwanted items to charity shops
- 44% buy food that has been locally produced



Those aged 29 and under were more likely to choose that they “sometimes” do things rather than any of the other options whilst those in the other age groups were more likely to choose “I often do this”. However as the majority of those aged 29 and under were still in education and also the most likely to be still living at home so many of the questions may not have been relevant to them.

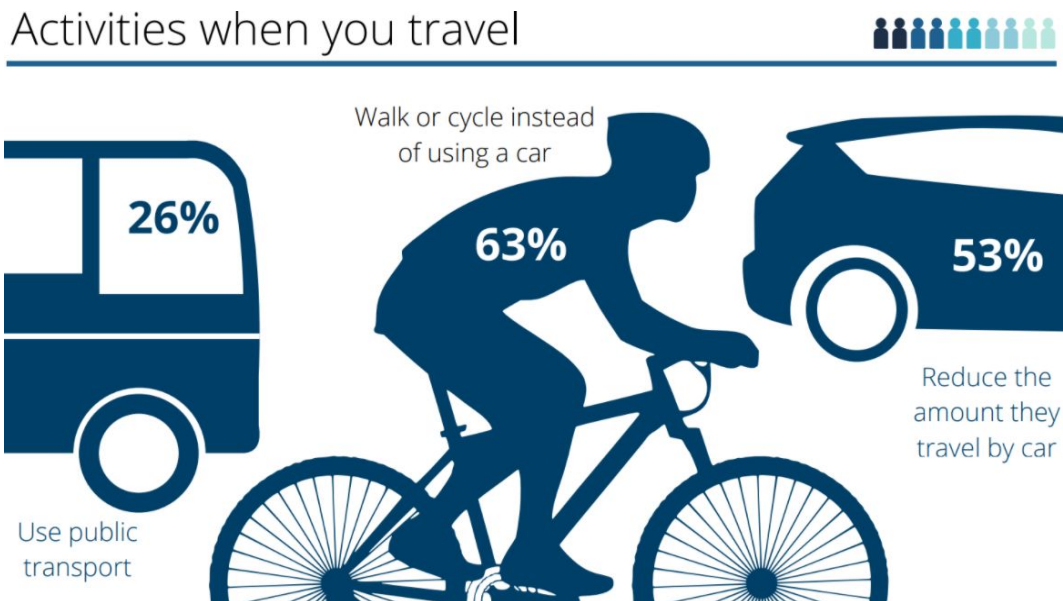
More than half of those aged 29 and under often or always liked to shop locally and took their unwanted items to a charity shop.

Although taking things to a charity shop was high in all age ranges there was not a corresponding willingness to buy pre-loved/used/second hand clothes and other items with less than a fifth of people overall always doing this.

You can see the full breakdown of responses in Appendix 1.

## Climate change and travel

In this question the respondents were asked to choose from the list how often they engage in these activities. The options were “I never do this”, “I sometimes do this”, “I often do this”, “I always do this” and “not applicable”.

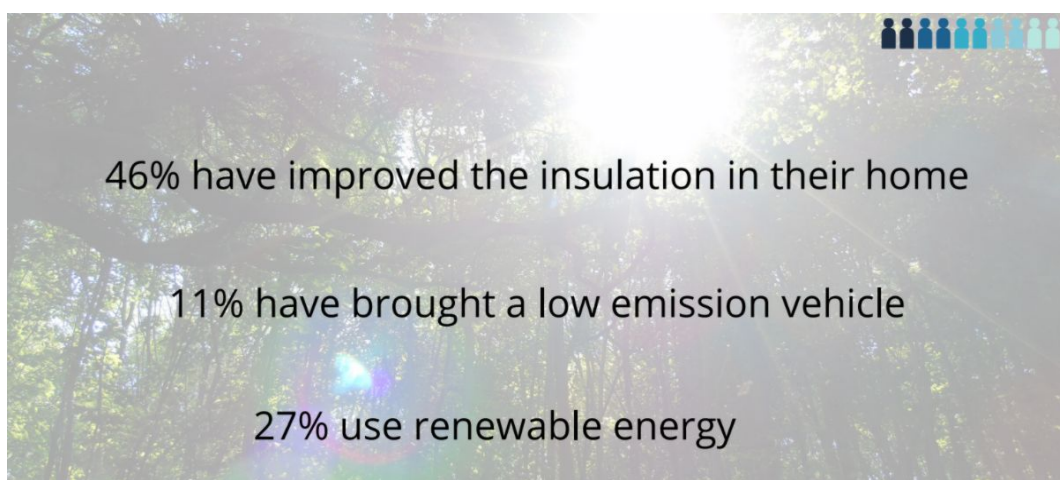


Those aged 29 and under are the least likely to use public transport with 79% either never or only sometimes using public transport. The high proportion of those aged 65+ using public transport may be due to incentives such as the bus pass.

Just over half of all respondents have reduced their car usage with 63% saying that they now walk or cycle instead of using a car.

You can see the full breakdown of responses in Appendix 1.

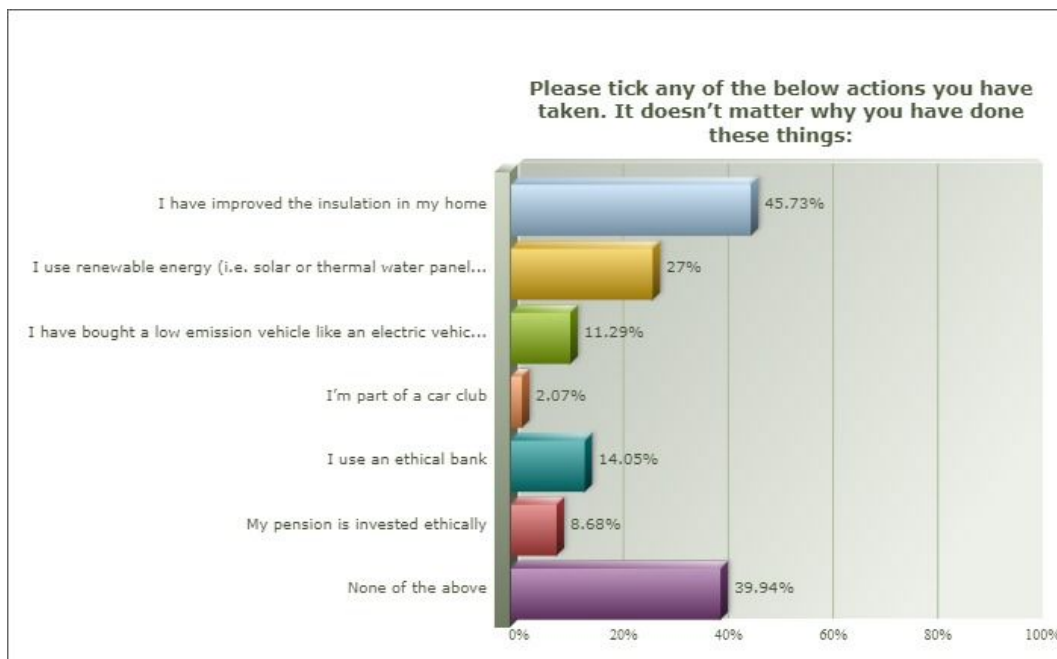
## Lifestyle choices and climate change



In the next question respondents were asked to tick any actions that they had taken from a list of options.

Many of these options were not applicable to those in the age group aged 29 and under due to the high number of students and those under the age of 16 and 68% said that they have not done any of the things in the list.

Those in the age range 30-64 were the most likely to have brought a low emission vehicle such as an electric or hybrid vehicle and to have invested their pension ethically whilst those aged 65+ were the most likely to have improved the insulation in their homes, to use renewable energy, to be part of a car club and to use an ethical bank.



The main reasons given for not doing these things was expense, the lack of availability of services and not being sure what to do.

### What is the most urgent issue?

The next question asked respondents to put a list of statements into order of importance. This was the order that most respondents felt was the most important.

Of the 829 people who answered at least one of the questions 82% (682) answered this question

The table below shows that the item of most importance to the majority was reducing the use of plastics, followed by making improvements to biodiversity and making active travel choices.

All age groups agreed that reducing the use of plastics and unnecessary packaging was the most important thing and that the statement that came last was that we should not be doing any of these things. Whilst those aged 30 and over felt biodiversity came second and

cycling more was third whilst those aged 29 and under felt that the second most important was that we should be walking and cycling more with increasing biodiversity in our local area third.

<b>We should be reducing use of plastics and unnecessary packaging</b>	<b>1</b>
<b>We should be working to increase the biodiversity of our local area with ideas like rewilding</b>	<b>2</b>
<b>We should be walking and cycling more</b>	<b>3</b>
<b>We should be increasing the amount of things we recycle</b>	<b>4</b>
<b>We should be buying less, and repairing and reusing more</b>	<b>5</b>
<b>We should be encouraging local businesses to go green</b>	<b>6</b>
<b>We should be doing more to protect our oceans with ideas like 'Help our Kelp' (<a href="https://sussexwildlifetrust.org.uk/helpourkelp">https://sussexwildlifetrust.org.uk/helpourkelp</a>)</b>	<b>7</b>
<b>We should be reducing the amount of energy we use</b>	<b>8</b>
<b>We should be making sure more food is grown and distributed locally</b>	<b>9</b>
<b>We should not be doing any of these things</b>	<b>10</b>

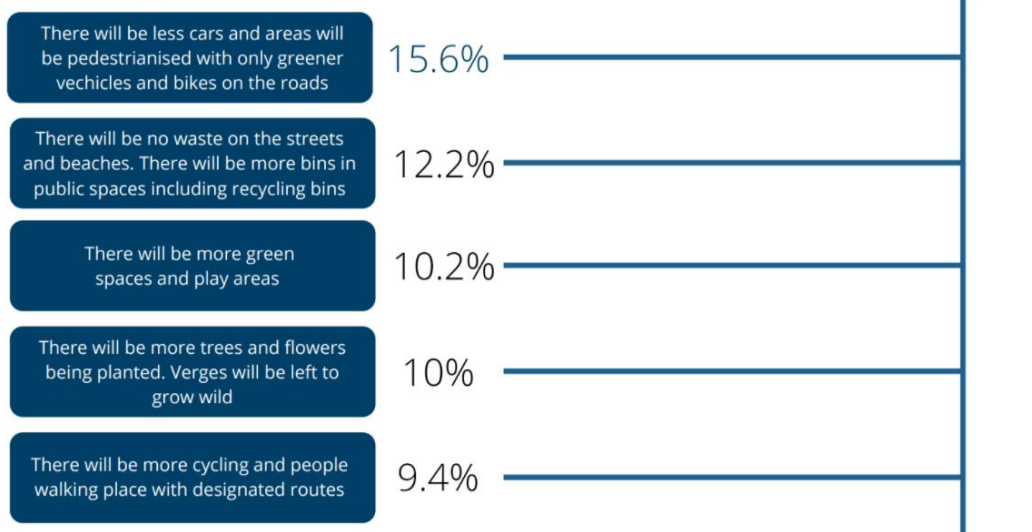
## Free text questions

At the end of the survey, respondents were asked a number of questions that invited free text responses. These questions looked to explore the general themes of what they imagined our spaces, houses and lives would be like if we collectively tackled climate change.

What would be different in our shared spaces (green spaces, seafront, town centre)?

The first question looked at what would be different in our shared spaces if we managed to tackle climate change collectively. The responses are shown below:

## What would be different in our shared spaces?



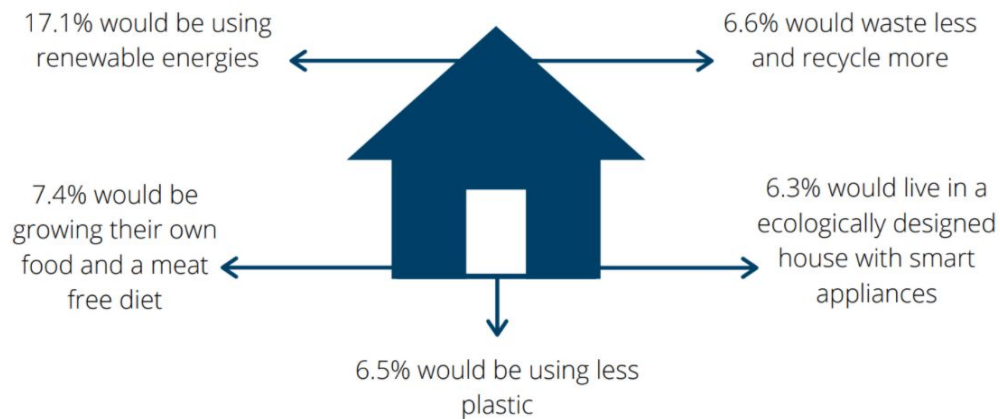
There were many different ideas about what would be different in our shared spaces but a few key themes came out of the data, including:

- **Transportation**
  - Less traffic with greener vehicles and cycling and walking actively encouraged
  - Access to more cycle paths and pedestrianised areas.
  - More greener and affordable public transport affordable.
- **Wildlife and biodiversity**
  - More green areas, picnic areas and play areas.
  - More encouragement for wildlife with tree planting and animal bridges.
  - Community-led public growing spaces for fruit and vegetables.
- **A cleaner environment**
  - Wind and solar generators on street furniture
  - More recycling points and litter bins.
- **Sustainable local businesses**
  - Incentives for local businesses such as repair shop/cafes and recycling of clothing



## What would be different in our home life?

### What would be different in your home life?



Respondents were asked about how their home life would be different if we tackled climate change. As with shared spaces there were lots of different responses but some clear themes, including:

- Renewable energy and energy efficient homes
- Increased recycling
- Growing food with access to community orchards and allotments
- Increased nature and wildlife
- A better work life balance

## What would be different in our community life?

Again, respondents were asked about how community life would be different if we collectively tackled climate change.

The main theme that came out in this question was:

- A stronger sense of community.
- Being better connected.
- Working together for a better future.

## Ten words to describe how the world would be different.

In the final question, all respondents were invited to give up to 10 words that described how Adur and Worthing would be different if we collectively tackled climate change. These words were used to create a word cloud showing the most popular responses:



There are still some issues around the cost of some of the environmentally friendly options and the availability and the ease of access to these. Finding out how and where to access environmentally friendly options seems to be a barrier.

This survey was presented to the Climate Assembly to inform them of the wider opinions and current actions of residents of Adur and Worthing.

This will help inform them as they work up their recommendations of what we should do to respond to the questions set for them by Adur & Worthing Councils:

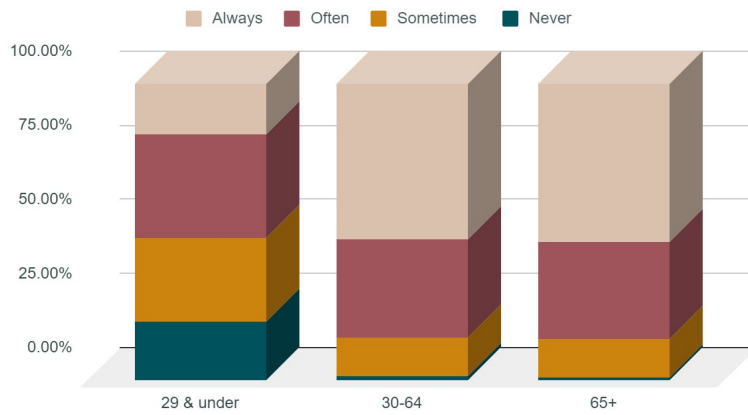
*“How can we in Adur and Worthing collectively tackle climate change and support our places to thrive? What does this mean for the way we live and for our local environment?”*

Follow the hashtag #AWClimateAssembly on social media to keep up to date with news about the Climate Assembly.

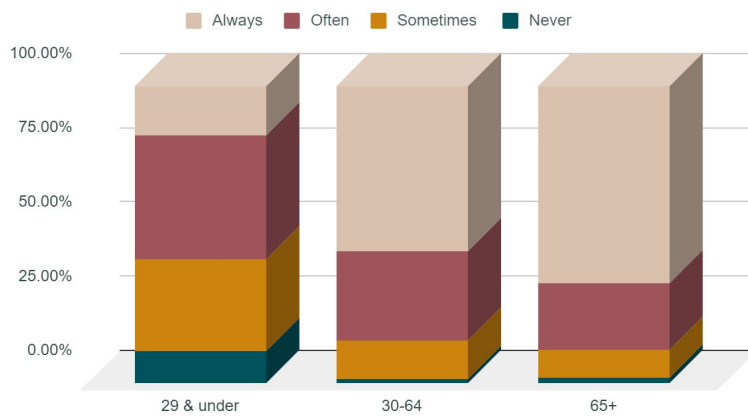
# Appendix One - full survey results

## Tackling climate change in the home

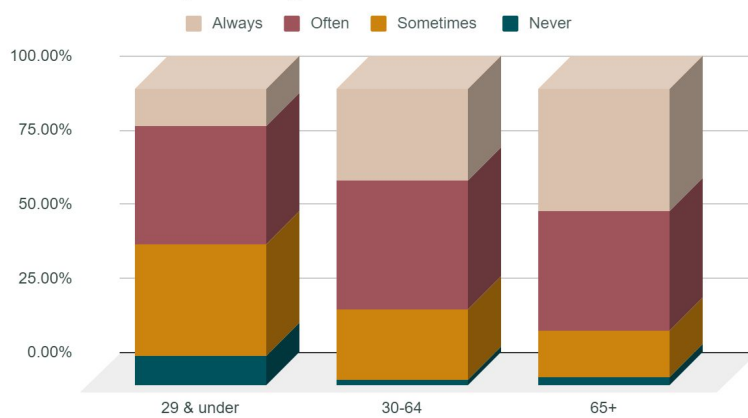
### I try to turn lights and appliances off when not in use.



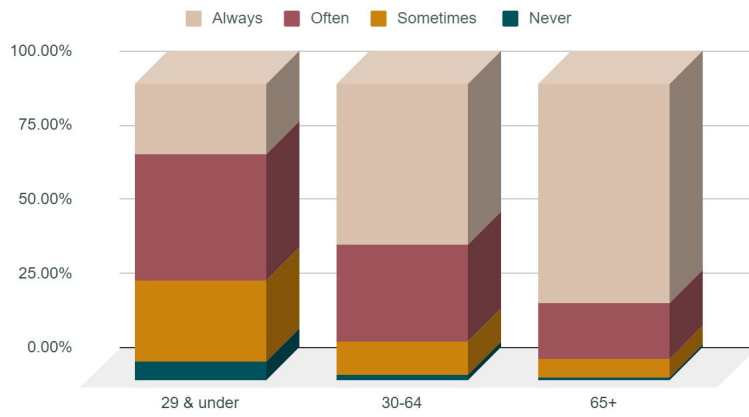
### I reduce the amount of waste I throw away



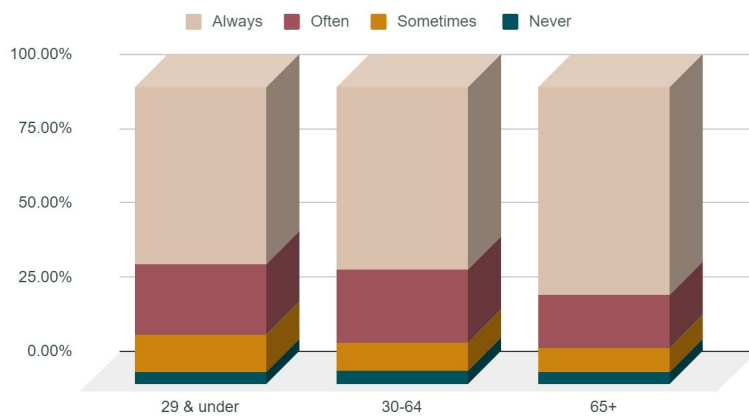
### I reuse and repair things



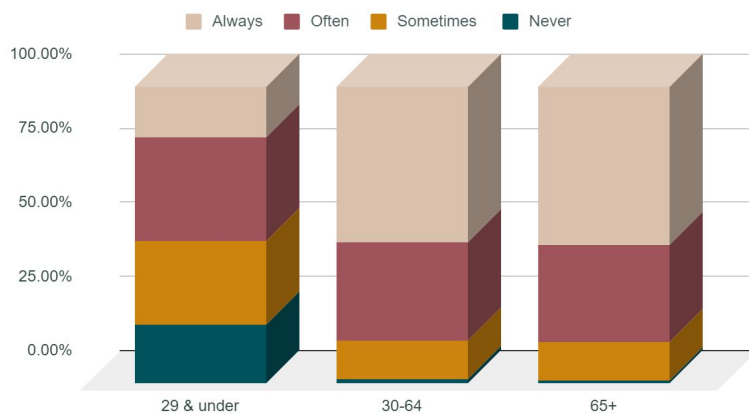
### I reduce the amount of food I throw away



### I shower instead of taking a bath

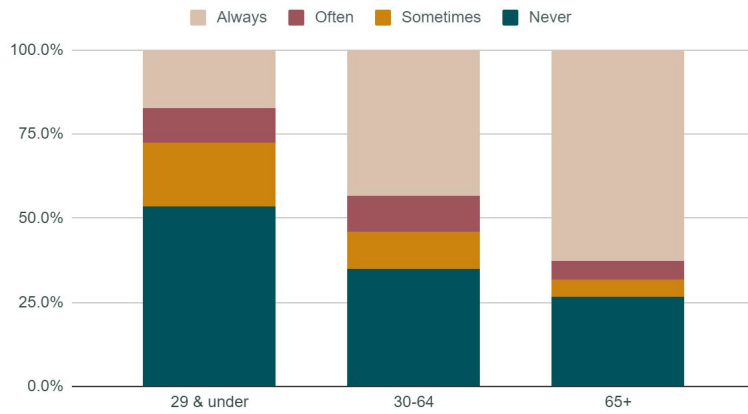


### I am careful about using my heating

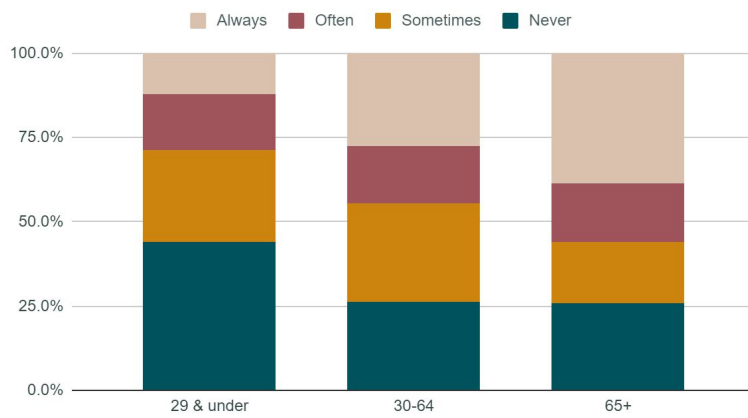


## Climate change in the garden

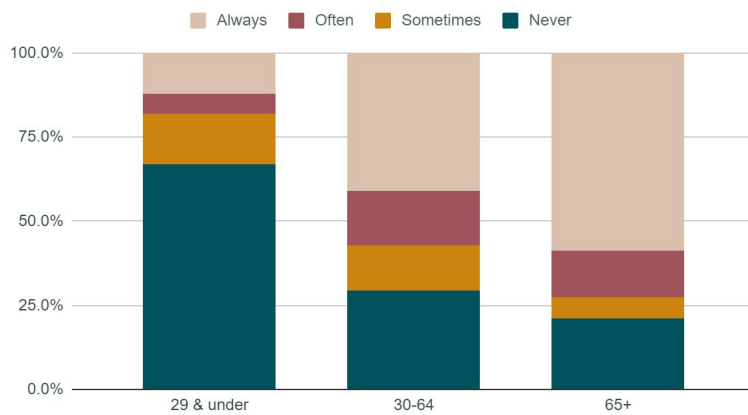
### I compost my own food and garden waste



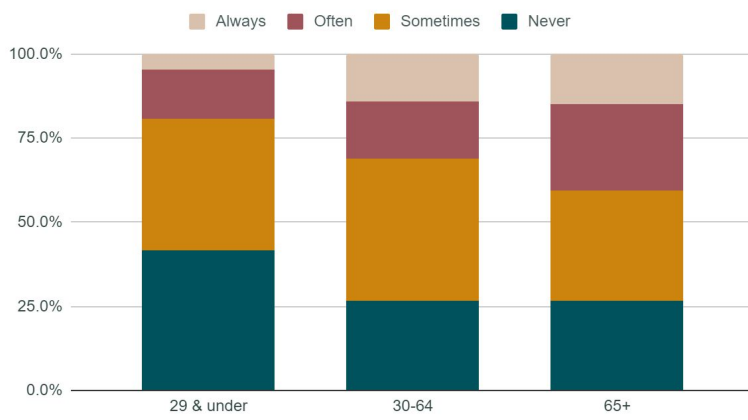
### I have planted a tree/trees in my garden



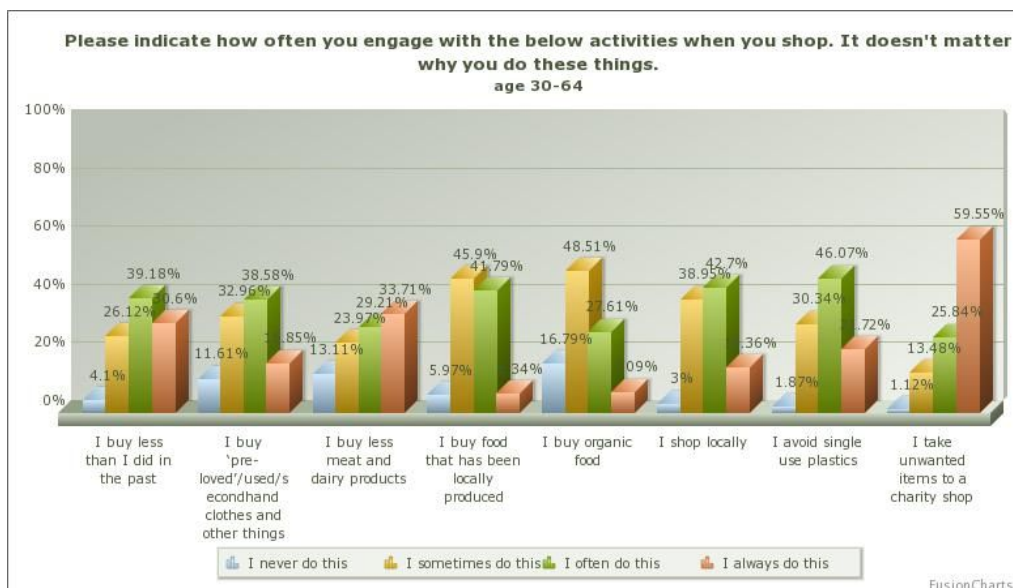
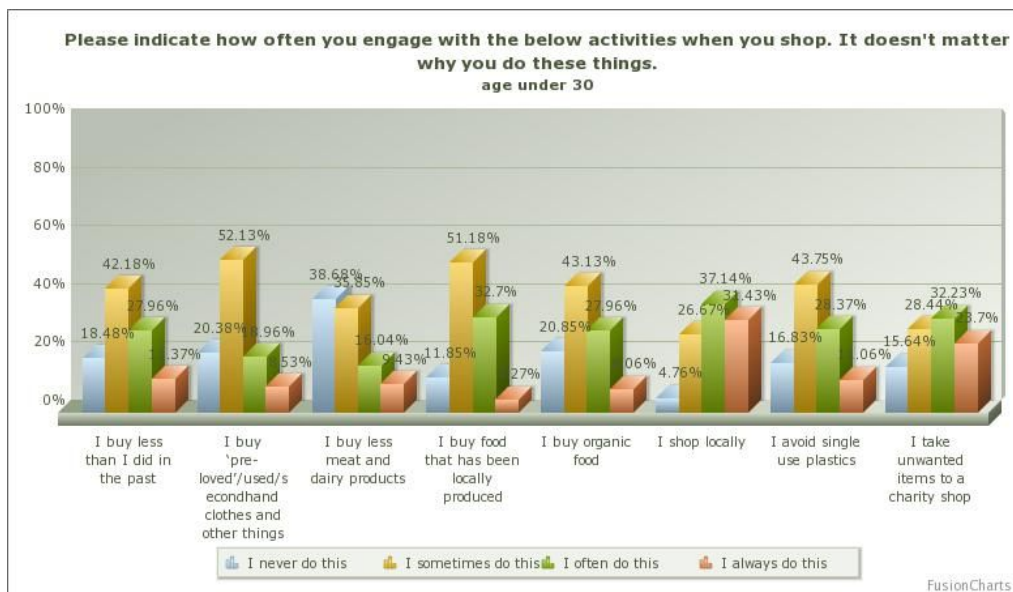
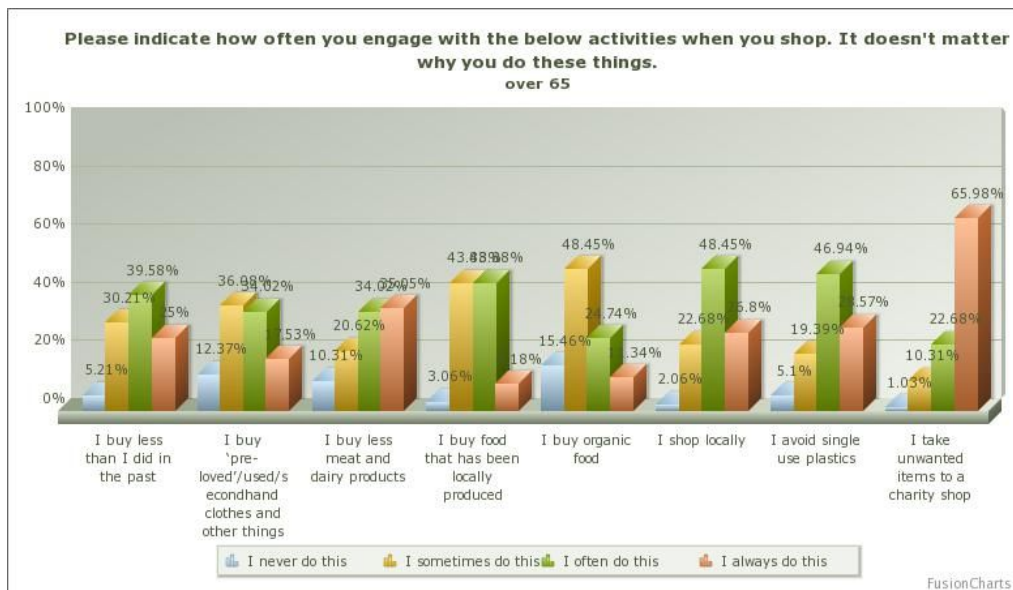
### I collect rainwater for watering and other uses



## I grow my own food



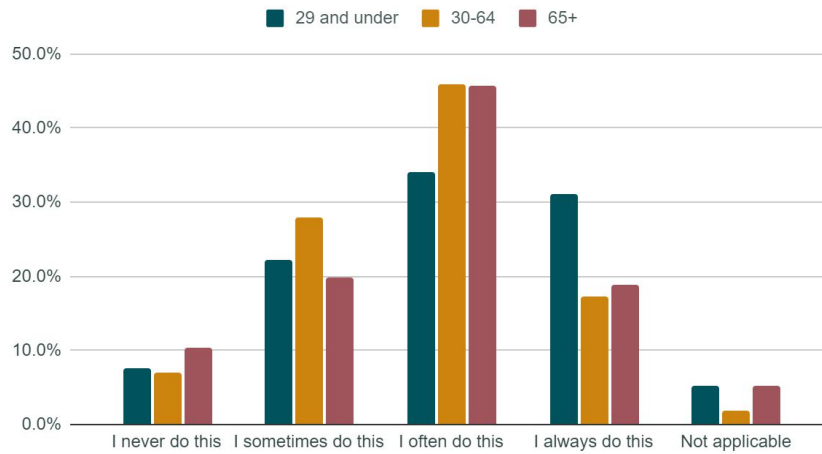
# Climate change and shopping habits



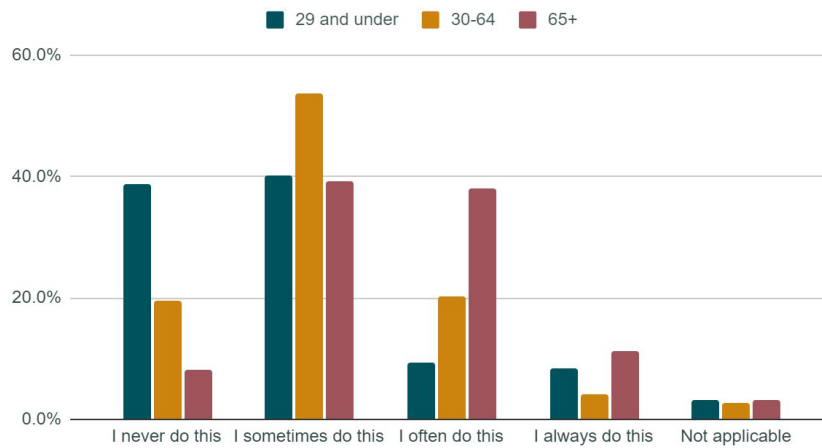


## Climate change and travel

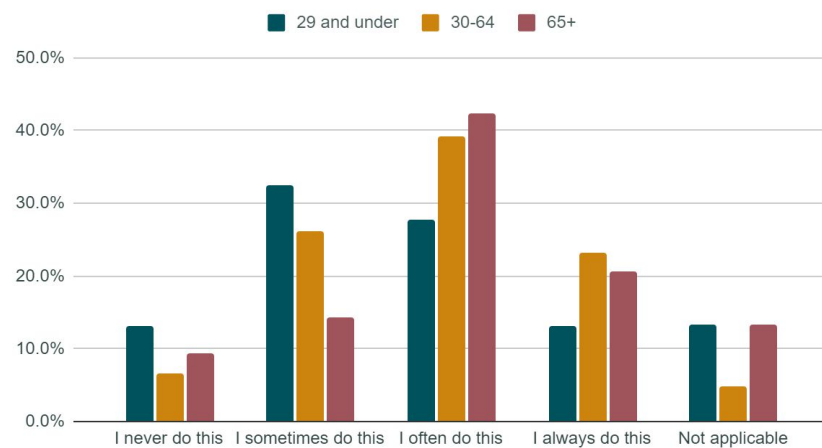
### I walk or cycle instead of using a car



### I use public transport



### I reduce the amount I travel by car





## Appendix 4 - Assembly content

<p>Small group session one</p>	<p><b>Topics learnt about</b>            Critical thinking            Understanding our own bias'</p> <p><b>Session content</b>            Getting to know each other            Understanding motivations, hopes and fears of being part of the process</p>
<p>Day One - getting an overview of the topic of climate change</p>	<p><b>Topics learnt about</b></p> <ul style="list-style-type: none"> <li>- Introduction from the Councils - background and context of the Climate Assembly</li> <li>- What is climate change and what is causing carbon emissions?</li> <li>- What is the impact of climate change in the UK? What are the risks going forward?</li> <li>- What legislation and strategies already exist to tackle climate change?</li> </ul> <p><b>Session content</b></p> <ul style="list-style-type: none"> <li>- Creating 'guiding principles' for the Assembly (i.e. allowing all voices to be heard)</li> <li>- Questioning the experts to gain greater understanding on the topic of climate change</li> </ul>
<p>Small group session two</p>	<p><b>Topics learnt about</b></p> <ul style="list-style-type: none"> <li>- What impacts on and can mitigate climate change - infrastructure, design, ecology, food, waste, energy, the economy</li> <li>- The social impacts of climate change - in the UK and beyond</li> <li>- Linkages between all the above themes, balancing short term and long term thinking</li> </ul> <p><b>Session content</b></p> <ul style="list-style-type: none"> <li>- Watching expert videos</li> <li>- Crafting questions for them</li> <li>-</li> </ul>
<p>Day Two - understanding what creates or mitigates climate change and understanding about social</p>	<p><b>Session content</b></p> <ul style="list-style-type: none"> <li>- Q&amp;A sessions with the expert speakers to understand more about their subjects of expertise</li> <li>- Mind mapping to understand some of the root issues of climate change and social inequalities</li> <li>- Creating guiding principles to craft their recommendations</li> </ul>

justice	
Small group session three	<p><b>Topics learnt about</b></p> <ul style="list-style-type: none"> <li>- What opportunities and barriers exist locally to taking action (food, biodiversity, housing, travel, utilities)</li> </ul> <p><b>Session content</b></p> <ul style="list-style-type: none"> <li>- Watching expert videos</li> <li>- Crafting questions for them</li> </ul>
Day Three - opportunities and barriers, creating guiding principles	<p><b>Topics learnt about</b></p> <ul style="list-style-type: none"> <li>- What opportunities and barriers exist locally to taking action</li> <li>- the role of art, community energy, financing, design &amp; infrastructure</li> <li>- Insight from Climate Assembly survey completed by over 800 residents</li> </ul> <p><b>Session content</b></p> <ul style="list-style-type: none"> <li>- Learning from 'experts by lived experience' - people with disabilities, business owners, young people, allotment holders - about barriers and opportunities</li> <li>- Crafting initial recommendation ideas</li> </ul>
Small group session four	<p><b>Session content</b></p> <ul style="list-style-type: none"> <li>- Reviewing initial ideas and recommendations</li> </ul>
Day Four - crafting recommendations	<p><b>Session content</b></p> <ul style="list-style-type: none"> <li>- Developing ideas into proposed recommendations</li> <li>- Looking at what action would need to happen for the recommendations and who would need to be involved</li> </ul>
Small group session five	<p><b>Session content</b></p> <ul style="list-style-type: none"> <li>- Commenting on all the drafted recommendations</li> <li>- Proposing recommendations that could be consolidated</li> </ul>
Day Five - refining and voting on the recommendations and presenting to them to the councils	<p><b>Session content</b></p> <ul style="list-style-type: none"> <li>- Reviewing feedback and refining the recommendations</li> <li>- Voting to select the chosen recommendations</li> <li>- Presenting recommendations to the councils</li> </ul>

## Appendix 5 - A&W Climate Assembly Next Steps

Following on from the launch of the recommendations, it is proposed the councils focus on three key areas:

1. Developing internal and external stakeholder groups to review and progress the recommendations
2. Communicating widely about the recommendations and the work that the Councils and others are already doing
3. Integrating all climate-related work into one action plan for Adur and Worthing, under the Sustainable AW umbrella, ensuring Thrive is a prominent theme to alleviate inequalities.

By prioritising these three areas, we hope to achieve the following:

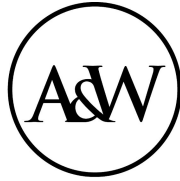
- A celebration and awareness of the Adur & Worthing Climate Assembly, the process involved and the recommendations stemming from it
- AWC, Assembly Members and the wider community continue the momentum of this process
- Residents are aware about what the Councils and other organisations are doing, and will do, to tackle climate change and protect our natural environment, they also feel supported and able to take actions themselves

The following is an outline of the proposed next steps of this important journey:

### NEXT STEPS FOR THE CLIMATE ASSEMBLY RECOMMENDATIONS

ENGAGEMENT		
What needs to happen	Who is involved	When
<p><b>Council briefings</b></p> <p>Staff and Members receive a briefing around the Climate Assembly recommendations</p>	All AWC staff and Members	Jan 2021
<p><b>Creating Champions</b></p> <p>Council Staff Champions to engage with council staff</p> <p>Assembly Champions (from Climate Assembly members) to engage with community</p> <p>Establish internal and external champions groups</p>	<p>Staff;</p> <p>Assembly Members</p>	Jan/Feb 2021 (meet bi-monthly)

to engage staff and residents, collaborate on delivering the recommendations and promote relevant information and ideas		
<b>Themed Workshops</b>		
Hold themed workshops to progress / embed the recommendations	Sustainable AW Delivery Group and stakeholders	Feb - Apr 2021
<b>Engagement</b>		
Engage with local communities of Adur and Worthing - potential for a community event / tour of recommendations/gallery - developed with local community	AWC staff; Assembly Members; community groups and organisations	Feb - Dec 2021
<b>Communications</b>		
Ongoing communications around actions and commitments being made (media releases, social media, community events, web pages etc), including storytelling about the Assembly Members journey during and following the Climate Assembly	AWC staff; Assembly Members	Jan - Dec 2021
<b>Bi-annual Progress Forum</b>		
Hold first of six-monthly progress meetings with A&W Climate Assembly Members	A&W Climate Assembly Members	June 2021 (six-monthly thereafter)
<b>DELIVERY</b>		
<b>What needs to happen</b>	<b>Who is involved</b>	<b>When</b>
<b>SustainableAW Delivery Group</b>		
Establish Sustainable AW Delivery Group - focused on collaboration and technical delivery around each recommendation - to review and establish an activities and action plan for each recommendation	AWC staff; external stakeholders (e.g. public sector orgs, community groups, businesses, Advisory Group, Assembly Members, WSCC)	Jan/Feb 2021 (meet bi-monthly following initial workshops)
<b>Update SustainableAW Framework</b>		
Sustainable AW plan is updated to incorporate relevant actions and commitments from the Zero 2030 Community Climate Conference, A&W Climate Assembly, and any new actions following engagement with the wider community	Sustainable AW Delivery Group	June 2021 JSC



ADUR & WORTHING  
COUNCILS

Joint Strategic Committee  
12 January 2021  
Agenda Item 6

Key Decision [No]

Ward(s) Affected: All

## Response to the Joint Overview and Scrutiny review of Climate Change

### Report by the Director for Digital Sustainability & Resources

#### Executive Summary

#### 1. Purpose

- 1.1. To provide a response and recommendations to the Joint Strategic Committee to the recommendations contained within the Joint Overview and Scrutiny working group review of Climate Change initially presented to this committee in November 2020.
- 1.2. The Report by the Joint Overview and Scrutiny Working Group produced 10 recommendations. The very fast moving nature of work on the climate and sustainability agenda through *Platforms for our Places* and *SustainableAW* has seen several of the recommendations implemented since the Working Group concluded.
- 1.3. Recommendations already actioned include:
  - 1.3.1. The publication of the annual report on council carbon reduction;
  - 1.3.2. Learning from best practice at other councils through the *UK100 Cities* network, the vanguard group local authorities leading on climate best practice;
  - 1.3.3. The development of the *Sustainable Procurement Strategy* and *Sustainability Code of Practice*;
  - 1.3.4. The development of a *Sustainability Checklist for Planning*;

- 1.3.5. A new *Sustainable Energy Supplementary Planning Document* requiring submission of the energy and carbon strategy of new development;
- 1.3.6. The draft *Worthing Local Plan* has developed energy and carbon standards in advance of national standards; and
- 1.3.7. The allocation of funding for active travel to the County Council, Adur District Council and Worthing Borough Council to enable greater promotion of active travel to the community.

## **2. Recommendation**

- 2.1. That members approve the following actions:
  - 2.1.1. In relation to Recommendation One - that officers add the Fairtrade Directory once updated to the council website under SustainableAW pages.
  - 2.1.2. In relation to Recommendation Three on Adur Homes - that officers ensure decarbonisation and energy efficiency opportunities are considered in future Adur Homes capital investment plans.

## **3. Context**

- 3.1. In 2019 as part of its work programme the Joint Overview and Scrutiny Committee set up a working group to review activity to address climate change across the councils and Adur and Worthing.
- 3.2. The working group presented its findings to this committee in November 2020, the full report is attached at Appendix 1. At that meeting members of the committee requested that a report be prepared to consider and respond to the recommendations
- 3.3. Adur & Worthing Councils have made many commitments on Climate Change and as a result activity on this agenda is very fast moving. Since the Working Group met, progress has been made against many of the areas in which the Working Group made recommendations.



#### **4. Issues for consideration**

- 4.1. The JOSC report contained 10 recommendations.
- 4.2. Each recommendation is copied here, with an assessment of the impact and issues connected with the proposal and a proposed response for the committee:
- 4.3. **JOSC Recommendation 1: 2030 carbon neutral target**

***That Adur and Worthing Councils monitor the work being undertaken to achieve carbon neutrality by 2030 and ensure that:-***

- 1. The aims of the Adur & Worthing Sustainability framework and the delivery of the Carbon Neutral Plan with a baseline carbon reduction figure are more accessible and communicated via the Councils website in a proactive manner allowing more engagement with the communities about promotion of sustainability.***
- 2. A carbon reduction baseline figure is published on the Councils website;***
- 3. Public update reports are provided on this work at regular intervals.***
- 4. The Fair Trade Directory is published on the Councils website.***

#### **4.4. Response**

The Carbon Neutral Plan is available on the [council website](#), and includes the baseline emissions for the 2030 Carbon Neutral target. At the [Joint Strategic Committee of 6th November 2018](#), under item 8 *Stewarding our Environment Framework* members approved the commitment to the Government Department of Business, Energy & Industrial Strategy (BEIS) '2020 Emissions Reduction Pledge'. Under this voluntary pledge, the council committed to annually report council carbon emissions to BEIS, and publish these on the council website annually. Since the Working Group met, in keeping with the Pledge, the first annual progress report on council carbon emissions against the 2030 target was presented to the [November 3rd 2020 Joint Strategic Committee](#). A reduction in carbon emissions of 13% against the baseline was reported. This report has been made available to the public in a user friendly format on the [council website](#) and will be published annually. In relation to 1, 2, and 3, no further action required - officers will continue to annually report on carbon reduction progress against the 2030 target, and improvements to the accessibility of the website are underway in relation to climate change and sustainability as a part of the redevelopment work on the website.

As part of ongoing improvements and changes to the councils website, the Fair Trade directory can be added to pages on Food under SustainableAW. The Fairtrade Directory is produced by Transition Town Worthing, who are intending to update it following the closure of some businesses as a result of the COVID pandemic. Once updated it can be added to the website.

#### **4.5. JOSC Recommendation 2: Climate Change best practice**

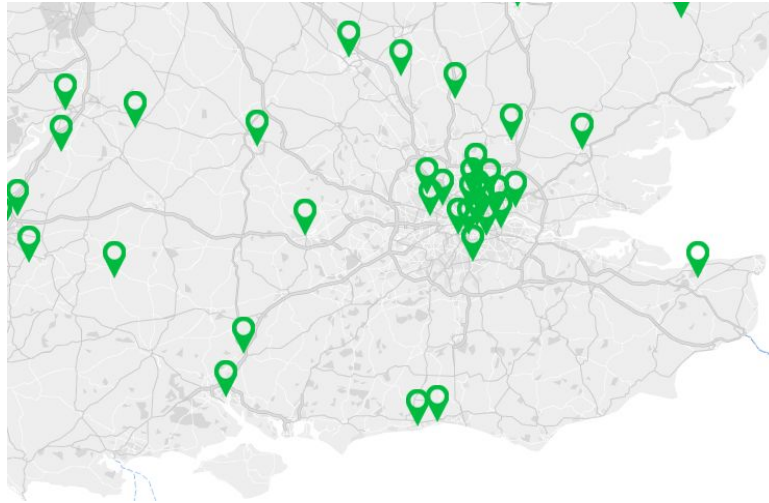
***That Adur & Worthing Councils and West Sussex County Council be urged to review work on Climate change being undertaken by other Local Authorities that are more advanced in their work and to assess how they have created firm action plans to deal with the issues.***

#### **4.6. Response**

This is a recommendation to West Sussex County Council (WSSCC) and Adur & Worthing Councils (AWC). The Recommendation will be passed to WSSCC, along with other recommendations as appropriate.

Both Adur District and Worthing Borough Councils are already learning from other vanguard councils having signed up in January 2019 to the [UK100 Cities Network](#), following approval by [JSC November 2018](#) item 8. UK100 is a network of highly ambitious local government leaders, who have pledged to secure the future for their communities by shifting to 100% clean energy by 2050. UK100 is the only network for UK local authorities, focused on climate and clean energy policy. It connects local leaders to each other, to business and to national government, enabling them to showcase their achievements, learn from each other and speak collectively to accelerate the transition to clean energy. ADC and WBC are the only authorities in Sussex to have joined the network as can be seen from the UK100 Cities map of signatories:

**UK100 Cities Signatory map**



AWC also hosts a Sussex Climate Emergency forum attended by officers from East Sussex, West Sussex, Brighton & Hove, but also East Hampshire and Havant, the South Downs National Park and the High Weald AONB. The forum aims to facilitate collaboration and best practice across the region in the development and delivery of action, projects and programmes to address climate change.

The Sustainability Team and officers from all areas of the council currently, and will continue to, review work on Climate change being undertaken by other Local Authorities with a view of informing work by AWC. No further action is recommended. See Section 5 for consultation with the County Council.

#### **4.7. JOSC Recommendation 3: Adur Homes**

***That Adur District Council ensures that energy efficiency retrofitting of Adur Homes properties is undertaken and that there is a realistic and ambitious timeframe set for this.***

- 4.8. Response** - There is work underway to set out the statement of intent on the decarbonisation of Adur Homes stock generally and the question of retrofitting homes more specifically. There is no currently established programme of retrofitting for the Adur Homes stock. As a prerequisite to this programme additional action will be required to establish both the number of homes requiring retrofitting, the costs involved and a plan for determining how these funds might be raised. There is a present bid for technical assistance that may contribute towards generating the data needed to scope out the retrofitting requirement for the Adur Homes stock. There has been some recent internal

conversation about appointing a lead for retrofitting. In the context of Adur Homes stock this makes sense and would facilitate this task.

A funding bid was submitted in November 2020 to the Social Housing Decarbonisation Technical Assistance Pilot<sup>1</sup> (SHDTAP) for funding to develop a Housing Decarbonisation plan for Adur Homes (AH). The study would assess how AH could raise the energy performance rating of Adur Homes housing to a minimum of EPC C by 2030, to set housing on a path to net-zero carbon in line with the [Government's Clean Growth Strategy](#). Unfortunately the bid was unsuccessful. The level of finance needed to decarbonise AH properties will be substantial. Officers will continue to investigate sources of funding for feasibility work on retrofitting, and finance for the delivery of projects.

It is recommended that in order to develop the Adur Homes Decarbonisation Plan a forward review of the Adur Homes Capital Investment Plan beyond the initially proposed next two years be conducted.

#### **4.9. JOSC Recommendation 4: Procurement**

***That the Councils should consider only letting contracts to companies that have a good carbon reduction record identified in their supply chain. The Councils should adopt a local green procurement Strategy and produce a sustainability code of practice for companies. The Councils should also encourage this good practice to be extended to all other businesses operating in Adur and Worthing.***

#### **4.10. Response**

The Council's new *Sustainable Procurement Strategy* is being brought to JSC as a separate item on this agenda. It emphasises the need for sustainability to be included in the assessment of potential suppliers which is further reinforced through a *Sustainability Code of Practice*. This includes a section on Environmental Impact which covers many environmental concerns and states '*We will: Build a requirement for CO2 reduction into the specification of contracts, where appropriate*'.

The qualification '*where appropriate*' relates to the need to encourage smaller and local businesses to bid for our contracts. Consequently, any requirements

---

<sup>1</sup> SHDTAF fund from Government is managed by the [South East Energy Hub](#)

for carbon reduction needs to be appropriate for the size and nature of the contract being let.

The recommendations are covered by other reports on this agenda and so no further action is required.

#### 4.11. JOSC Recommendation 5: Local Plans

***That the Councils ensure that the Adur and Worthing Local Plans are of a good quality and continue to address sustainability. The Local Plans also should contain 'requirement' type language rather than 'encouragement' type language where possible and also should require biodiversity gain and carbon reduction. There should also be a Planning sustainability checklist. Relevant Officers are advised to ensure that recommendations for Planning applications to be considered by the Adur & Worthing Planning Committees should have regard to the requirements of the Adur & Worthing Local Plans, the Joint Area Action Plan and the AW Sustainability framework. Officers should also be requested to change the current Validation requirements to require applicants to submit a carbon reduction statement for developments of 11 dwellings or more (with appropriate targets).***

#### 4.12. Response

Planning and Climate Change Checklists have already been prepared for each authority, and were considered by Adur Planning Committee and Worthing Planning Committee in the summer. These checklists, which will shortly be added to the Council's website, set out policy requirements in relation to climate change and guidance to further improve the sustainability of development.

On 14th August 2019 Adur District Council adopted the [Sustainable Energy Supplementary Planning Document \(SPD\)](#) which supports the policies referred to above, and explains how the requirements of the policy can be met. This includes the submission of an energy statement that gives specific information on carbon reduction to achieve the targets set out in policy.

Local Plans are assessed to ensure they meet 'Tests of Soundness' as part of the Local Plan examination process. Sustainability policies are already a part of the adopted Adur Local Plan 2017, adopted WCS and emerging Worthing Local Plan.

Adur & Worthing Councils current validation list refers to the Adur Local Plan Policy 19 which requires all new major developments within Adur to incorporate renewable/ low carbon energy production equipment to provide at least 10% of predicted energy requirements; and requires that a statement is submitted which demonstrates the proposal's contribution to reducing carbon dioxide emissions through an energy efficient design of the site, buildings and services; the use of decentralised energy, heating and cooling and on-site renewable technologies. The Shoreham Harbour Joint Area Action Plan also has policies on sustainable energy provision.

The Validation list will be updated in due course to reflect requirements of the emerging Worthing Local Plan, following examination. The emerging Worthing Local Plan has sought to respond to the declaration of a climate emergency and local commitments to achieve zero carbon and clean energy. To achieve this it embeds the UN Sustainable Development Goals, placing sustainability right at the heart of the Plan, to ensure that it is robust in addressing a range of sustainability challenges including climate change.

The Submission Draft version of the Worthing Local Plan sets out a number of policies that address sustainability issues including policies SP2: Climate Change, DM16 Sustainable Design, DM17 Energy, DM18 Biodiversity, DM20 Flood Risk and Sustainable Drainage and DM21 Water Quality and Sustainable Water Use. These set minimum requirements which, where justified by evidence, exceed current national standards and also encourage developers to achieve even higher levels of carbon reduction and biodiversity gain beyond these minimum requirements where possible. Applicants for major developments are required to submit a sustainability statement at the planning application stage to demonstrate how these requirements are met.

Given the planned publication of the checklists, the requirement for energy statements through the Energy SPD and draft WLP policy, this recommendation is covered by current activity and no further action is proposed.

#### **4.13. JOSC Recommendation 6: JOSC Climate Change Working Group**

***That JOSC agree to keep the constituted to monitor the progress with the actions recommended and report back to JOSC at regular intervals to ensure regular oversight and scrutiny is also taking place.***

#### **4.14. Response**

This is a recommendation for JOSCC to consider when it reviews its Work Programme and to decide if it requires the Working Group to continue to meet.

**4.15. JOSCC Recommendation 7: promote alternatives to car use**

***That the Councils allocate additional funding to be used for relevant campaigns to help promote alternatives to car use, to help reduce vehicle emissions and help assist in the overall aim for better air quality.***

**4.16. Response**

WOSCC have recently been allocated £2,351,250 under the Government's [Active Travel Fund](#); there is intention by the County Council to run awareness campaigns as part of a programme of work covered by this finance.

The councils have been allocated funding through the county Business Rates Rebate Pool for walking and cycling which will be used to improve infrastructure, projects and communication programmes on active travel.

The Worthing and Shoreham Air Quality Action Plans contain action points relating to promotion of EV's and infrastructure, car clubs and promoting sustainable/active travel. There is a current campaign through the [Sussex-Air](#) partnership being delivered by Sustrans and Living Streets to schools. This is an education campaign in Primary and Secondary schools across Sussex to educate on air quality and promote alternatives to cars; the aim is that the children develop life changing habits and the message gets back to the parents. Sussex-air frequently runs County wide campaigns, which the councils are involved in. These are normally targeted to specific sectors, such as the schools campaign, rather than more widely. The WOSCC Inter Authority Air Group also runs campaigns but these are on hold by WOSCC due to our covid response work. Other campaigns are likely to be forthcoming as part of work under the Air Quality Action Plans.

If approved by members on a separate item on this committee agenda, the next steps on recommendations following the Climate Assembly will include a significant amount of community engagement and project development on various issues including active travel.

The intention of the recommendation is covered by current work allocated through WOSCC, Public Health & Regulation and partner organisations and therefore no further action is recommended.

**4.17. JOSC Recommendation 8 (West Sussex County Council)**

***That West Sussex County Council be requested to ensure that the proposed review of the West Sussex Transport Plan should encourage modal shift and be transformative. This modal shift should involve the introduction of a series of innovative measures to allow for:-***

- 1. Long term cycle infrastructure, including segregated cycle lanes and electric charging points;***
- 2. Sustainable Transport hubs - Where active travel, public and sustainable modes of transport can interchange; and***
- 3. Electric vehicle fleet, infrastructure and charging points***

**4.18. Response**

Recommendation 8 is a recommendation for West Sussex County Council and will be referred on to them. No further action required by JSC.

**4.19. JOSC Recommendation 9 (West Sussex County Council)**

***That the work of West Sussex County Council in agreeing a West Sussex Climate Strategy be noted but that the Working Group considers that the West Sussex Climate Change Strategy 2020 - 2030 is very abstract and there is a lack of urgency and tangible targets which means that there are some gaps between the Strategy and the goals. It is considered that West Sussex County Council should review how it consults with experts when drafting Strategy documents of this kind in the future.***

**4.20. Response**

Recommendation 9 is a recommendation for West Sussex County Council and will be referred on to the County Council. No further action required by JSC. See Section 5 for consultation with the County Council.

**4.21. JOSC Recommendation 10 (Other Partners)**

***That in 12 months or so, all West Sussex District and Borough Councils be asked to consider setting up a Joint Scrutiny Task and Finish Group to review how all the Councils are dealing with Climate Change issues. This Working Group should also focus on the proposed review of the West Sussex Transport Plan and consider recommending changes to***



***the way the Transport infrastructure investment bids are considered to ensure that the bids consider environmental objectives on an equal footing to economic objectives, which does not currently happen.***

- 4.22. Response** - This proposal will need to be submitted to and considered by the West Sussex Scrutiny Steering Group (WSSSG), which comprises of the Chairmen of the West Sussex Councils Overview and Scrutiny Committees, in consultation with the West Sussex Scrutiny Officers Network (WSSON). There is an agreed Protocol for considering items for joint scrutiny which the Councils are party to. No further action required by JSC. See Section 5 for consultation with the County Council.

## **5. Engagement and Communication**

- 5.1. Officers from relevant departments have been involved in preparing these responses, including Planning, Health & Wellbeing; Environmental Health, Adur Homes, communications, Democratic Services.
- 5.2. Transition Town Worthing have been consulted over their Fairtrade Directory, which is currently out of date and needs to be updated following the effects of the lockdowns on local businesses.
- 5.3. Officers from the Sustainability Team at West Sussex County Council (WSCC) have been consulted. Initial responses to recommendations are noted below:

### **Recommendation 2: Climate Change best practice**

WSCC are members of several national best practice networks for climate change, including:

- [ADEPT](#): Association of Directors of Environment, Economy, Planning & Transport
- [LAAP](#): Local Adaptation Advisory Panel
- SE7: South East Seven Partnership

### **Recommendation 8: Transport Plan**

The West Sussex Transport Plan (WSTP) is being reviewed to update the County Council's strategic approach to investment in, and management of, the transport network. A survey to gather information closed on 17th December 2020 that will help to prepare the draft plan. The draft plan is expected to be published for consultation in summer 2021

### **Recommendation 9 WSCC Climate Strategy**

WSCC adopted their Climate Change Strategy in July 2020. In 2011, West Sussex County Council (WSCC) committed to reducing its carbon footprint by 50% by 2022. By 2018/19 and had achieved a 46% reduction in carbon emissions from the original baseline. The [annual sustainability report](#) is published annually and shows how this was achieved. In February 2019, Full Council passed a motion pledging to try to reach net zero carbon emissions by 2030.

### **Recommendation 10 Climate Change Joint Scrutiny Task and Finish Group**

Leaders Board, November 2020, agreed to set up a joint member group to look at climate change and biodiversity. In 2021 this will review the countywide approach.

## **6. Financial Implications**

- 6.1. There are no direct unbudgeted financial implications arising from the recommendations of JOSCC.
- 6.2. The Councils are currently funding the sustainability objectives within both the revenue and capital budgets of the Councils.

## **7. Legal Implications**

- 7.1. The Joint Overview and Scrutiny Committee exercises the scrutiny function of both Worthing Borough Council and Adur District Council in relation to all matters other than those specifically reserved to be within the remit of the individual Councils or their Executives.
- 7.2. Under Section 111 of the Local Government Act 1972 the Council has the power to do anything to facilitate or which is conducive or incidental to the discharge of any of their functions.
- 7.3. Section 1 of the Localism Act 2011 empowers the Council to do anything an individual can do apart from that which is specifically prohibited by pre-existing legislation.
- 7.4. Section 3(1) of the Local Government Act 1999 contains a general duty on a best value authority to make arrangements to secure continuous improvement in the way in which its functions are exercised having regard to a combination of economy, efficiency and effectiveness.

## **Background Papers**

- [2020.11.03 - JSC - JOSC Review of Climate Change \(item 21\)](#)

## **Officer Contact Details:-**

Francesca Iliffe

Strategic Sustainability Manager

07771 381385

[francesca.iliffe@adur-worthing.gov.uk](mailto:francesca.iliffe@adur-worthing.gov.uk)

## **Sustainability & Risk Assessment**

### **1. Economic**

- Transition to a low carbon economy is vital to provide future energy systems resilience, and to address and reduce potential impacts of climate change

### **2. Social**

#### **2.1 Social Value**

- Matter considered and no direct issues identified.

#### **2.2 Equality Issues**

- The impacts of climate change are predicted to impact on all communities, but the greatest impact is predicted to impact the most vulnerable communities. It is imperative that all is done to mitigate climate change.

#### **2.3 Community Safety Issues (Section 17)**

- Matter considered and no issues identified.

#### **2.4 Human Rights Issues**

- The impacts of climate change are predicted to impact on all communities, but the greatest impact is predicted to impact the most vulnerable communities. It is imperative that all is done to mitigate climate change.

### **3. Environmental**

- The key driver for the Councils' Climate Emergency Declaration and commitment towards becoming carbon neutral by 2030, is avert the predicted catastrophic impacts of climate change on the environment, economy and communities.

### **4. Governance**

- Addressing the impacts of climate change is a key commitment within *Platforms for Our Places: Going Further 2020-22 and Sustainable AW 2020-23*.



## ADUR & WORTHING COUNCILS

### Scrutiny review of Climate Change issues

#### Report by the Joint Overview and Scrutiny Working Group

#### 1.0 Summary

- 1.1 This report sets out the results of a scrutiny review of climate change issues in Adur and Worthing which has looked at how Adur and Worthing Councils (the Councils) are implementing the aims of the Adur & Worthing Sustainability Framework including the Adur & Worthing Carbon Reduction Plan which is seeking carbon neutrality for the Councils by 2030 and also the plans to develop and inform future policy in a climate change strategy.
- 1.2 The scrutiny review has been undertaken by a Working Group of the Adur & Worthing Councils Joint Overview and Scrutiny Committee (JOSC).
- 1.3 The aim of the review has been to scrutinise climate change issues to help the Councils protect and improve the environment in Adur & Worthing and also help combat some of the biggest environmental issues of time including climate change, biodiversity loss, energy efficient developments, clean energy production and storage and the impact of transport on poor air quality, water efficiency, water quality and waste reduction.
- 1.4 The review has coincided with the Councils agreeing a Carbon Reduction Plan which aims for the Councils to be carbon neutral by 2030, plans by the Councils to deliver the aims of the Sustainability Framework including holding a Climate Assembly and the Zero 2030 Conference held in March 2020, therefore, the Working Group hopes that the review findings can feed into the processes for these issues and help the Councils deliver the aims of the Framework and Carbon Neutrality whilst also publishing a public benchmark and demonstrating progress against it.

#### 2.0 Climate Change - Scope and Terms of Reference for the review

- 2.1 Climate change has been described as a change in global or regional climate patterns, in particular a change apparent from the mid to late 20th century onwards and attributed largely to the increased levels of atmospheric carbon dioxide produced by the use of fossil fuels. Since this definition has emerged

Local Councils across the United Kingdom have moved to declare a Climate Emergency in their areas. On 9 July 2019 Adur & Worthing Councils declared a Climate Emergency which means that the Councils recognise that predicted global warming threatens future communities, populations, biodiversity and economies and that measures currently being taken are not enough to stop global warming and limit the changes predicted to be brought by it. The Councils have also committed to work towards becoming carbon neutral by 2030.

- 2.2 The Working Group has also recognised and agreed the urgent need that the climate emergency should be addressed and climate action taken to reduce greenhouse gas emissions and strengthen resilience and adaptive capacity to climate-induced impacts, including: climate-related hazards integrating climate change measures into local and national policies, strategies and planning; and improving education.
- 2.3 In order to try and address the issues connected with climate change, the Scrutiny Working Group agreed the following terms of reference and scope for the review:-
- (i) To receive a briefing on climate change issues to enable Members to be better informed to fully scrutinise the issues;
  - (ii) To scrutinise the Adur & Worthing Carbon Neutral Plan and review how the Councils are implementing the Carbon Neutral Plan aims by 2030. This should be done also using available best practice and information available from other Councils on this issue;
  - (iii) To scrutinise the processes and outcomes of the proposed Adur & Worthing Climate Change Strategy;
  - (iv) To liaise with representatives from the West Sussex Climate Change Task and Finish Group on the outcomes and objectives from that Group to help enhance the scrutiny of Climate Change issues in Adur and Worthing;
  - (v) To lobby Government as appropriate to provide the powers and the resources to make the 2030 target, as set out in the Carbon Neutral Plan, possible; and
  - (vi) To consider if there is a need for any recommendations to be put to the Joint Strategic Committee/relevant Executive Members to help with the implementation of the Adur & Worthing Carbon Neutral Plan and the Adur & Worthing Climate Change Strategy.

### **3.0 Membership of the Joint Overview and Scrutiny Climate Change Working Group**

- 3.1 A Joint Overview and Scrutiny Working Group was set up by JOSC to undertake the review and the membership of the Working Group was as follows:-

Councillor Catherine Arnold - Adur District Council (Chairman)  
Councillor Bob Smytherman - Worthing Borough Council (Vice-Chairman)  
Councillor Carol Albury - Adur District Council  
Councillor Carl Walker - Worthing Borough Council

Co-opted Members were appointed to support the Working Group:  
Chrissie Gunter - Adur Green Party  
Jo Paul - Worthing Green Party

### **4.0 Method of the review**

- 4.1 The JOSC requested that the Working Group undertake the review as part of the 2019/20 JOSC Work Programme. From the start of the review, the Working Group wanted to ensure that it was briefed on the background to Climate Change in Adur & Worthing to make sure that it fully understood what the Councils were striving to achieve in relation to climate change and the work that was being undertaken working with the communities and local business partners to achieve the aims of the Sustainable Adur & Worthing Framework and subsequent work to help the Councils work towards carbon neutrality by 2030.

- 4.2 The Working Group has held detailed evidence gathering meetings with the following witnesses:-

Rod Thick, Worthing Fair Trade;  
Amber Benbow, Greenpeace;  
Barbara O'Kelly, Adur Residents Environmental Action Group (AREA);  
Heather Godfrey, Independent voice and member of Extinction Rebellion;  
Clive Andrews, Shoreham-By-Cycle;  
Francesca Iliffe, Strategic Sustainability Manager, Adur & Worthing Councils;  
Moira Hayes and Ian Moody, Planning Policy Managers for Adur and

Worthing

respectively;

Councillor Kevin Boram, Senior Advisor to the Cabinet Member for the Environment, West Sussex County Council; and  
Darryl Hemmings, Transport, Planning and Policy Manager, West Sussex County Council

Written evidence was also supplied by Lloyd Harris, Safety and Resilience Manager, Adur & Worthing Councils

## 5.0 Findings and Proposals

5.1 The Working Group has received good evidence from the witnesses on climate change in general, on how the Councils can look to work with the communities to achieve the aims of the carbon neutral plan and the Adur & Worthing Sustainable framework.

### 5.2 Evidence gathered from the witnesses and the Adur and Worthing Councils approach to delivering climate change

5.3 In December 2019, March, April and May 2020, to begin the evidence gathering part of the review, the Working Group received evidence from the witnesses referred to above in Paragraph 4.2 of this report. This included hearing from Francesca Iliffe, Adur & Worthing Councils Strategic Sustainability Manager, on progress in delivering the climate change initiatives. This briefing also included an appraisal of the 'Zero 2030' Community led conference held on 4 March. The Working Group was advised that the Councils had produced a Carbon Neutral Plan in December 2019

[Working towards the 2030 target - Adur & Worthing Councils' Carbon Neutral Plan](#)

The Councils had also approved a refreshed Sustainability Framework in December 2019 [SustainableAW Refresh - increasing ambition and deepening engagement](#) The Sustainability Framework is set out here

<https://www.adur-worthing.gov.uk/media/Media.152062.smx.pdf>

Key issues raised by the witnesses were as follows:-

- That Fair Trade should be promoted on the Council website.
- There was not enough in the Adur and Worthing Sustainability Framework to explain how the relevant information will be disseminated to the wider audience. The view was that there needed to be some form of more detailed education plan provided for this.
- The Council's vehicles need to be improved for emission control.
- A good anti idling campaign was needed to be provided around schools and at level crossings.
- Bus routes needed to be with electric vehicles and with routes that encourage people to stop using cars and the Councils should ensure that more greenspace is provided in new developments.
- There should be more tree planting and shops to be required to pick up litter outside of their premises.
- Children's playgrounds to be provided near all new developments.
- The communities should be fully involved in the delivery of the Carbon Neutral Plan and the Sustainability Framework. There was a need to ensure that there is more community consultation, engagement and promotion about sustainability and that there is more accessible information about sustainability.



- That when letting contracts, the Councils should consider choosing companies that demonstrated through their supply chain that they have a good carbon reduction record.
- That the Councils make more use of the green areas for rewilding and exploit any opportunity for nature to be re-established whenever a site is cleared.
- That the District, Borough and County Councils needed to work better together in tackling climate change and there was a need for smaller, more immediate spending on selected small inexpensive improvements that will bring immediate benefit.
- Local Plans, Joint Area Action Plan (JAAP), Sustainable Planning documents (SPD's) and air quality mitigation statements need to be good quality and continue to address sustainability issues. They need to contain 'requirement' type language where possible to support radical carbon reduction.
- Planning enforcement teams to ensure that planning conditions relating to sustainability are tightly enforced. Evidence provided indicated that they are not. Use Section 106 funding to appoint extra enforcement staff?
- County Council to be encouraged to implement projects quickly to speed up sustainability. The view was that the County Council are sometimes too slow in delivering Highway projects for example.
- That the revised West Sussex Transport Plan and any applications for infrastructure funding should include a weighting in favour of carbon reduction objectives. At present the Plan has no such weighting in place.

5.4 As part of the evidence gathering for the review, the Working Group was also informed about the work and consultations undertaken by the West Sussex County Council to develop a Climate Change Strategy for 2020 - 2030 (Subsequently agreed in July 2020). The County Council had set up a Climate Change Advisory Group to advise on the preparation of a climate change strategy to deliver action for climate change and evidence was provided by Councillor Kevin Boram of West Sussex County Council who was Chairman of the Group and Senior Advisor to the Cabinet Member for the Environment. The Working Group notes this work but has made comments on the Strategy itself and the consultation undertaken, as part of the recommendations later on in this report.

5.5 The Working Group was also provided with information on the content of the West Sussex Transport Plan and the proposed consultation on the review of the Plan which was planned for 2021/2022.

## **5.6 Future work on Climate Change**

5.7 Climate change measures being undertaken by the Councils to work towards carbon neutrality by 2030 have been moving at pace since the review began and the Working Group have been kept up to date on the progress with this work. The Working Group has welcomed this work covering the following issues:-

- Plans to create a Climate Assembly from Autumn 2020 as an approach to improve public engagement in climate change and help inform future policy and action locally including the development of a Climate Change Strategy based on the outcomes - Invitations are being sent to local residents inviting them to apply to take part in the Assembly <https://www.adur-worthing.gov.uk/news/pr20-087.html> ;
- Production of an online SustainableAW magazine (first edition July 2020) to help showcase and inform the communities about local sustainable activity and how they can get involved and also help them understand the scale and urgency of the issues. <https://www.adur-worthing.gov.uk/sustainable-aw-magazine/>

## **6.0 Conclusions and recommendations**

- 6.1 The Working Group would like to thank Officers and the witnesses for their support and invaluable contributions into this review. The Working Group is pleased that there is work being undertaken by the Councils to address climate change, however, some strong recommendations have been identified to help the Councils and other partners tackle climate change which the Working Group would like to put to the Joint Strategic Committee for review to help the Councils keep on course to meet the aims of Sustainable Adur & Worthing and to help the Councils tackle some of the biggest environmental issues of our time.
- 6.2 A large part of this review and the evidence gathered has taken place during the ‘lockdown’ of the Covid-19 pandemic and some of the findings look at ways to change how the Councils and other partners operate and can become more climate resilient and learn from the pandemic to adapt to change and adopt new behaviours. The recommendations focus on the need for the Councils to review what else is being done to tackle climate change across West Sussex, the need to ensure that the communities in Adur and Worthing are fully briefed on the aims of Sustainable Adur & Worthing, that the Councils drive towards sustainable development and further ways for large scale carbon emissions reduction.
- 6.3 The Working Group recognises that there will need to be continued scrutiny and is recommending that it continues to meet to undertake this Scrutiny and oversight. The Working Group makes no apologies for the number of recommendations which it considers are needed and will help complement the detailed approach to climate change and the many factors and variables already included in the Adur & Worthing Sustainability framework that identify carbon reduction.

## **7.0 Recommendations**

## **Adur & Worthing Councils**

### **7.1 That Adur and Worthing Councils monitor the work being undertaken to achieve carbon neutrality by 2030 and ensure that:-**

- **The aims of the Adur & Worthing Sustainability framework and the delivery of the Carbon Neutral Plan with a baseline carbon reduction figure are more accessible and communicated via the Councils website in a proactive manner allowing more engagement with the communities about promotion of sustainability.**
- **A carbon reduction baseline figure is published on the Councils website;**
- **Public update reports are provided on this work at regular intervals.**
- **The Fair Trade Directory is published on the Councils website.**

**Reason** - To ensure that the Councils and the communities are kept informed of the progress. The Communities need to be closely involved in the delivery of the Carbon Neutral Plan and the Sustainability framework and to be informed of its progress to ensure better community engagement. These extra requirements will ensure community involvement, transparency and demonstrate clear progress towards achieving carbon reductions.

### **7.2 That Adur & Worthing Councils and West Sussex County Council be urged to review work on Climate change being undertaken by other Local Authorities that are more advanced in their work and to assess how they have created firm action plans to deal with the issues;**

**Reason** - To assess and learn how other Local Authorities across the United Kingdom are approaching the review of Climate Change with a view to learning from and adopting best practice.

### **7.3 That Adur District Council ensures that energy efficiency retrofitting of Adur Homes properties is undertaken and that there is a realistic and ambitious timeframe set for this;**

**Reason** - To help reduce greenhouse gas emissions, increase the energy efficiency and sustainability of the buildings and help reduce overall energy bills for tenants and leaseholders.

### **7.4 That the Councils should consider only letting contracts to companies that have a good carbon reduction record identified in their supply chain. The Councils should adopt a local green procurement Strategy and produce a sustainability code of practice for companies. The Councils should also encourage this good practice to be extended to all other businesses operating in Adur and Worthing.**

**Reason** - To help with overall carbon reduction and encouraging good business practice by other local businesses and supporting these local businesses who operate these practices.

- 7.5 That the Councils ensure that the Adur and Worthing Local Plans are of a good quality and continue to address sustainability. The Local Plans also should contain 'requirement' type language rather than 'encouragement' type language where possible and also should require biodiversity gain and carbon reduction. There should also be a Planning sustainability checklist. Relevant Officers are advised to ensure that recommendations for Planning applications to be considered by the Adur & Worthing Planning Committees should have regard to the requirements of the Adur & Worthing Local Plans, the Joint Area Action Plan and the AW Sustainability framework. Officers should also be requested to change the current Validation requirements to require applicants to submit a carbon reduction statement for developments of 11 dwellings or more (with appropriate targets).**

**Reason** - To help improve the sustainability standards of development to improve quality of life in the areas, help reduce carbon and complement the aims of the Councils in striving towards climate change. To engage with the developers at an early stage regarding the principles of energy efficiency.

- 7.6 That JOSOC agree to keep the JOSOC Climate Change Working Group constituted to monitor the progress with the actions recommended and report back to JOSOC at regular intervals to ensure regular oversight and scrutiny is also taking place.**

**Reason** - To ensure that progress in delivering the climate change actions is being monitored and scrutinised.

- 7.7 That the Councils allocate additional funding to be used for relevant campaigns to help promote alternatives to car use, to help reduce vehicle emissions and help assist in the overall aim for better air quality.**

**Reason** - To help promote alternatives to car use and improve air quality and reduce carbon emissions.

#### **West Sussex County Council**

- 7.8 That West Sussex County Council be requested to ensure that the proposed review of the West Sussex Transport Plan should encourage modal shift and be transformative.**

**This modal shift should involve the introduction of a series of innovative measures to allow for:-**

- **Long term cycle infrastructure, including segregated cycle lanes and electric charging points;**
- **Sustainable Transport hubs - Where active travel, public and sustainable modes of transport can interchange; and**
- **Electric vehicle fleet, infrastructure and charging points**

**Reason** - To help reduce vehicles and road traffic congestion and move away from car based travel through major investment in public transport, walking and cycling, radically reduce all emissions by 45%, to help make roads more environmentally friendly, improved air quality to help improve cycling safety and to ensure safer public health and fitness for Adur and Worthing residents engendering safe and improved cycling and walking infrastructure.

- 7.9 That the work of West Sussex County Council in agreeing a West Sussex Climate Strategy be noted but that the Working Group considers that the West Sussex Climate Change Strategy 2020 - 2030 is very abstract and there is a lack of urgency and tangible targets which means that there are some gaps between the Strategy and the goals. It is considered that West Sussex County Council should review how it consults with experts when drafting Strategy documents of this kind in the future.**

**Reason** - To make West Sussex County Council aware of its concerns about the Strategy and the lack of consultation which was explained to the Working Group by some of the consultees.

#### **Other partners**

- 7.10 That in 12 months or so, all West Sussex District and Borough Councils be asked to consider setting up a Joint Scrutiny Task and Finish Group to review how all the Councils are dealing with Climate Change issues. This Working Group should also focus on the proposed review of the West Sussex Transport Plan and consider recommending changes to the way the Transport infrastructure investment bids are considered to ensure that the bids consider environmental objectives on an equal footing to economic objectives, which does not currently happen.**

**Reason** - This will enable all of those Councils to review the current position on climate change strategy and action across West Sussex and to assess if anything further needs to be done to combat climate change at a County level. It would also help in overall collaboration on this issue and help ensure that consideration is given in the review of the Transport Plan to applying environmental climate change objectives when considering new transport infrastructure schemes.

**Local Government Act 1972  
Background Papers:**

None

**Contact Officer:**

Councillor Catherine Arnold  
Chairman of the Climate Change Working Group  
Shoreham Centre,  
Shoreham-By-Sea  
[catherine.arnold@adur.gov.uk](mailto:catherine.arnold@adur.gov.uk)



ADUR & WORTHING  
COUNCILS

Joint Strategic Committee  
12 January 2021  
Agenda Item 7

Key Decision [~~Yes~~/No]

Ward(s) Affected:

## **Sustainable Procurement Strategy - driving local, social and environmental value through procurement**

**Report by the Director for Digital, Sustainability & Resources**

### **Executive Summary**

#### **1. Purpose**

- 1.1 The procurement strategy was last approved in 2017 with an intended life of three years. This report introduces a new Sustainable Procurement Strategy which highlights the need to continue to transform the Councils approach to procurement in order to deliver the aspirations in *Platforms for our Places: Going further* and deliver greater environmental impact and social value. The Strategy illustrates how improved procurement activity will help deliver our corporate ambitions for *Platforms*

#### **2. Recommendations**

- 2.1 The Joint Strategic Committee is recommended to:
- i. Approve the Sustainable Procurement Strategy set out in Appendix 1.
  - ii. Note the action plan set out in Appendix 2; and
  - iii. Approve the sustainability code of practice as set out in Appendix 3.

**3. Context**

3.1 The Councils’ combined expenditure is approximately £25 million a year on the acquisition of goods and commissioning of works and services through procurement activity and the provision of grants to third party organisations. The main categories of spend are property maintenance, emergency accommodation, small civil engineering projects, and facilities management.

3.2 During the financial year 2019/20, approximately £4.1m (c 17%) of the Councils’ expenditure was with organisations located within the boundaries of Adur and Worthing councils and a further £4.3m (c 17%) with organisations based in other BN postcodes and £4.2m (c 17% elsewhere in the sub-region of PO, TN and RH postcodes).

These figures compare favourably with Brighton and Hove Council (current BN spend at 42% and sub-regional spend at 50%).

Adur and Worthing significantly out-perform the regularly promoted ‘Preston Model’ where local spend increased from 5% to 18% between 2011-2019. The table below is an extract of Adur and Worthing current spend profile:

**Supplier Location:**

Adur	7%	£1,698,569
Worthing	10%	£2,423,237
Other BN postcodes	17%	£4,317,800
RH,PO,TN postcodes	17%	£4,193,408
National	49%	£12,222,966

3.2 The use of local suppliers is a priority for the Procurement Team. Guidance and ‘tips’ for tendering to the councils are available on the councils website. The use of Intend tendering system allows easy access to registered suppliers, with email notification on upcoming, relevant tenders sent out. Additionally the South East Business Services portal provides local suppliers the opportunity to access tenders from authorities throughout the South East. Previous engagement with the local Chamber of Commerce will resume once the current pandemic is ended.

3.3 The Council takes a mixed approach to the delivery of services acting as both providers of services and as enablers with other services delivered through



suppliers and other third party organisations via procurement activity and the provision of grants.

- 3.3 The Councils approach to procurement has matured over the past three years, moving away from a transactional approach to a more planned approach although pockets of poor practice still remain. A new procurement working group has been set up with the intention of further improving procurement practice throughout the organisation.
- 3.4 Two years ago, the Council embarked on a new partnership with Orbis to further improve our approach to procurement and to capitalise on the category expertise offered by participating in a larger partnership. Our Head of Procurement is from Brighton and Hove City Council and the team from BHCC provide expert support and training although most procurement activity is undertaken by the in-house team.
- 3.5 Savings of over £501,500 were realised across the capital and revenue budgets during the last financial year on procurement projects. In addition, the procurement team has become more involved in service change projects, such as the procuring of a new HR / Payroll system. There are no “like for like” procurement savings generated on these projects, instead the efficiencies come from organisation change as a consequence of adopting new ways of working.
- 3.6 With Brexit on the horizon there is still limited guidance from central government relating to changes in Procurement regulations. The recent Green Paper has indicated the direction of travel away from the more prescriptive rules of the EU Directive, towards the more flexible World Trade Organisation framework. It is anticipated the current Public Contract Regulations (PCR 2015) will not be fully updated until January 2023, but we anticipate a number of statutory guidance documents (PPN’s) will be released in the interim period.
- 3.7 The latest Policy Note released in December 2020 (PPN 11/20) provides scope for all procurements below the relevant EU threshold to be sourced locally through SME’s and voluntary organisations. The Policy note is primarily aimed at Central Government bodies, but current protocols permit Local Authorities to take advantage of the process. The change in policy has the potential to provide a significant boost to the local economy.
- 3.8 **Social value changes**
  - 3.8.1 On 24 September 2020, Cabinet Office published [PPN06/20 “Taking account of social value in the award of central government contracts”](#), which launches a new model to deliver social value through government’s commercial activities. PPN 06/20 applies to “In-Scope Organisations” (Central Government Departments, their Executive Agencies and Non Departmental

Public Bodies). It applies to procurements covered by the Public Contracts Regulation 2015, is of immediate effect, and must be used for all new procurements from 1 January 2021.

- 3.8.2 Whilst not directly applicable to local authorities, the guidance is useful for those wishing to take social value into account. PPN 06/20 requires that social value should be explicitly evaluated in all central government procurement, where the requirements are related and proportionate to the subject matter of the contract. This is a stricter obligation than that set out in the Public Services (Social Value) Act 2012, which refers to social value being “considered”.

The Adur and Worthing Procurement Team currently look to incorporate Social Value evaluation criteria in all relevant tenders (min 10%), the notice now increases leverage and potential for increased benefit throughout the authorities

#### **4. Issues for consideration**

- 4.1 The new strategy sets out how the Councils’ commissioning and procurement activities will help deliver *Platforms for Our Places*, Adur & Worthing Councils’ ambition for prosperity and well-being in our places and communities over the next three years.

The strategy proposes adopting three core values:

1. **Community focus** – ensure all commissioning and procurement activities are designed to meet the needs and aspirations of the communities we serve.
  2. **Sustainable Procurement** – all commissioning and procurement should be undertaken in an efficient manner, adopting a whole life costing basis that obtains value for money whilst delivering social, economic and environmental benefits.
  3. **Governance and Risk** – ensure procurement activities have appropriate governance arrangements at key milestones and are undertaken in a transparent and legal manner. To identify and manage risks appropriately without becoming risk averse.
- 4.2 In addition, the strategy proposes 4 objectives which are discussed in detail in the strategy.
- 4.3 The strategy seeks to promote the Councils values without creating barriers to local SME engagement with the Council’s tendering processes.
- 4.4 In parallel to the strategy, a sustainability charter which summarises our sustainability commitments from the procurement strategy has been developed to clearly communicate the Council values to all stakeholders.

## **5. Engagement and Communication**

5.1 This strategy has been widely shared with officers and members of the Council.

## **6. Financial Implications**

6.1 There are no direct financial implications arising from the adoption of the new strategy. However, in the longer term, it is expected that the recommended approach to procurement will enable the Council to achieve better value.

## **7. Legal Implications**

7.1 Under Section 111 of the Local Government Act 1972, the Council has the power to do anything that is calculated to facilitate, or which is conducive or incidental to, the discharge of any of their functions.

7.2 s1 of the Localism Act 2011 empowers the Council to do anything an individual can do apart from that which is specifically prohibited by pre-existing legislation

7.3 Section 3(1) of the Local Government Act 1999 (LGA 1999) contains a general duty on a best value authority to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.

7.4 s1 Local Government (Contracts) Act 1997 confers power on the local authority to enter into a contract for the provision of making available assets or services for the purposes of, or in connection with, the discharge of the function by the local authority

### **Background Papers**

- Achieving Value Through a Sustainable Procurement Strategy - report to the Joint Strategic Committee dated 6th June 2017.

### **Officer Contact Details:-**

Sarah Gobey

Chief Financial Officer

01903 221221

[sarah.gobey@adur-worthing.gov.uk](mailto:sarah.gobey@adur-worthing.gov.uk)

## SCHEDULE OF OTHER MATTERS

### **1.0 Council Priority**

1.1 The report contributes to deliver of ambitions across the *Platforms for Our Places: Going Further strategy*.

### **2.0 Specific Action Plans**

2.1 Matter considered and no issues identified

### **3.0 Sustainability Issues**

3.1 The proposed strategy promotes sustainability within it's recommended approach to procurement.

### **4.0 Equality Issues**

4.1 Matter considered and no issues identified

### **5.0 Community Safety Issues (Section 17)**

5.1 Matter considered and no issues identified

### **6.0 Human Rights Issues**

6.1 Matter considered and no issues identified

### **7.0 Reputation**

7.1 The procurement strategy should enhance the reputation of the Councils.

### **8.0 Consultations**

8.1 Key staff and the Corporate Leadership Team have been consulted on the development of the proposed procurement strategy.

### **9.0 Risk Assessment**

9.1 Matter considered and no issues identified

### **10.0 Health & Safety Issues**

10.1 Matter considered and no issues identified

### **11.0 Procurement Strategy**

11.1 The report proposes a new procurement strategy.

### **12.0 Partnership Working**

12.1 Matter considered and no issues identified

### AWC SUSTAINABLE PROCUREMENT STRATEGY 2020 – 2023

#### PURPOSE OF THE STRATEGY

This strategy sets out how the councils will use their commissioning and procurement activities to help deliver *Platforms for Our Places*, Adur & Worthing Councils' ambition for prosperity and well-being in our places and communities over the next three years.

The Councils made a specific commitment in *Platforms for our Places* to become stewards of our natural resources and will embed the *Ways of Living Principles* into our procurement processes and documentation:

1. Do more with less - reduce demand, standardise/change specifications, substitute products for more sustainable alternatives.
2. Embrace and Develop Community - place the betterment of our communities and residents at the heart of our procurement activities.
3. Smarter Purchasing - officer training and education, developing a commissioning 'mind-set' and supporting local businesses.
4. Efficient Resource Use and Reduction - eliminate waste, delivery of energy efficiency.
5. Celebrate and Cultivate Nature - increasing biodiversity; reconnecting communities with the natural environment.

#### CORE VALUES

This strategy has three core values:

1. **Community focus** – ensure all commissioning and procurement activities are designed to meet the needs and aspirations of the communities we serve.

2. **Sustainable Procurement** – all commissioning and procurement should be undertaken in an efficient manner, adopting a whole life costing basis that obtains value for money whilst delivering social, economic and environmental benefits.

3. **Governance and Risk** – ensure procurement activities have appropriate governance arrangements at key milestones and are undertaken in a transparent and legal manner. To identify and manage risks appropriately without becoming risk averse.

## **WHERE WE ARE NOW**

Procurement is the acquisition of goods, works and services to fulfil the wants and needs of our stakeholders. The councils spend approximately one third of its annual budget on externally procured goods and services. It is essential that all of those services are planned in order to deliver improvements in economy, efficiency and effectiveness, resulting in a high quality of service and supply.

The Procurement Team recognises that we have the opportunity to have a profound impact on the way the councils do business with its suppliers, and to affect outcomes for its stakeholders. We form part of a set of central services that operate across all functions, having an overview of spend across all categories. This vantage point covers many business units, commissioning teams, departments and directorates and, therefore, allows for the implementation of initiatives that can directly tackle the priorities listed within the Procurement Strategy Action Plan.

We intend to operate as a responsible procurer, taking price and technical quality elements into consideration but also including social, economic and sustainability objectives in our work. Strategic procurement will help to identify non-essential services and minimise disaggregation of spend in order to achieve better value for money (VFM). A collaborative approach and the delivery of jointly commissioned services with external public bodies will help to establish efficiencies and savings.

This Strategy is supported by the councils Contract Standing Orders (CSOs), which provide the legal framework under which all procurement activity will take place, and which all internal stakeholders must adhere to when carrying out procurement activity.

A Procurement Toolkit has also been developed. This is an online, easy to use 'self-serve' step by step information and advisory resource for officers to follow when undertaking routine procurement. The Toolkit features a library of commissioning and procurement related best practice and guidance documents.

A Contracts Register has been built in order to develop a strategic opportunity pipeline, and support effective contract management across the organisation.

## **OUR AIM**

The Procurement team works in a fast moving environment of changing legislation and control. We are aware of the current national and local financial climate, and the potential impact of a financial slowdown. These factors could adversely affect the implementation of this strategy; however we will also focus on the potential gains to be made.

We aim to:

- Help the councils to achieve the Procurement Strategy Action Plan when procuring externally provided services
- Provide an overview and plan of procurement across the councils
- Oversee procurement of high risk and high value contracts
- Support growth in the local economy and provide opportunities for small businesses
- Help the councils achieve its value for money programme
- Help the councils achieve a high quality of service and supply throughout the entire life cycle
- Provide written guidance and increased collaboration across internal councils departments, other councils and relevant bodies
- Procure services to meet the councils' needs
- Help the councils deliver its evolving Sustainable Procurement Strategy
- Procure services in an ethical manner
- Monitor and improve compliance with the councils' Contract Standing Orders (CSOs)

Efficient procurement of services is crucial to the councils' drive to deliver VFM. Collaboration, partnerships and shared services are becoming more commonplace. Our strategy has a clear focus on continued collaboration with similar organisations in procuring services as well as our wider partners.

Responsible procurement is the purchase of goods, works and services in an environmentally and socially responsible way that also delivers VFM. It will assist the councils in delivering improved social and environmental wellbeing in the local community.

A major aim is to improve accessibility for local businesses and SMEs when tendering for contracts. This will be achieved by ensuring continued adoption and implementation of the Public Services (Social Value) Act 2012 through the Commissioning and Procurement process.

## **SOCIAL VALUE**

The Public Services (Social Value) Act 2012 places a legal obligation on councils sourcing services above the EU threshold to consider at the pre-procurement stage:

- How the service being procured may improve the social, environmental and economic well-being of an area (e.g. Adur and Worthing councils boundaries, West Sussex, etc.);
- How such improvements could be secured;
- An obligation to consult on these matters prior to procurement commencing.

This strategy proposes to extend the scope of social value considerations to cover all the councils' commissioning and procurement activities to ensure the councils get the

best value from the monies spent through commissioning and procurement activities not just in terms of pure financial benefit but through applying whole life costing models across the triple bottom line, delivering social, economic and environmental benefits for the betterment of the local communities, and to deliver the councils' commitments outlined in *Platforms for our Places*.

Incorporating Social Value into our commissioning and procurement processes will require a change in organisational culture and individuals' attitudes by developing a commissioning 'mind set' within the councils and creating 'intelligent' commissioning and procurement process, being better informed about specific needs and tailoring each project outcomes around those particular sets of needs and circumstances. It is also about being mindful of the suite of potential social benefits we may wish to realise but equally being open to those we may not yet have considered. Ultimately it is about delivering outcomes for the betterment of our communities.

By its very nature Social Value can take many forms, there is no 'one size fits all' approach because every requirement, every circumstance and every community will have different needs and aspirations.

## **STRATEGIC OBJECTIVES**

In fulfilling our duty to secure VFM, the Sustainable Procurement Strategy 2020-2023 seeks to achieve objectives in the following four key areas:

1. Sustainability
2. Contract and Supplier Relationship Management
3. Stakeholder and supplier engagement
4. Procurement service improvement

### **1. SUSTAINABILITY**

The Council is committed to taking full responsibility for its own impact on the environment and society, both within the local area and across the globe. We recognise that our purchasing of goods and services has sustainable implications and we are actively working towards reducing the negative effects these purchases may cause.

The council will fully embed the principles of sustainability throughout its procurement activities to ensure that only value for money products and services are selected. In all cases a balanced consideration of the social, ethical, environmental and economic impacts will be undertaken.

Working with our suppliers is key to delivering the aims of this policy. As such we will monitor and measure their performance, encourage them to conduct their operations in line with the council's commitments and embrace continuous improvement.



## Procurement Processes

We will:

- Apply a whole life costing approach to major purchases to give a clear understanding of the full impact of purchasing decisions.
- Award contracts on the basis of whole life costs and benefits
- Maintain a suite of procurement documents through the Procurement Toolkit, including sustainability based selection criteria.
- Develop and maintain guidance and training to support and embed the practices of sustainable procurement across the organisation.
- Ensure cooperation between Procurement and council officers in other service areas to ensure consistent application of sustainability related practices. We will work closely with colleagues in the sustainability team on this agenda.
- Establish and embed a corporate approach to contract management and contract monitoring to ensure that sustainability-related promises made by suppliers are delivered upon through the lifetime of a contract.
- Where appropriate, design specifications and procurement documents in a manner which allows greater access to opportunities for SMEs.
- Promote the use of E-Procurement throughout the organisation to reduce the use of paper in procurement projects.
- Embed the [Principles of One Planet Living](#) into our purchasing practices.
- Seek to collaborate and/or partner with other organisations in areas where joint contracting may offer mutual benefit and greater purchasing power.
- Use easily accessible digital procurement tools.

## Environmental Impact

We will:

- Require suppliers to take action to reduce waste and divert waste from landfill; and promote reuse throughout the supply chain by requesting information on processes during procurements where appropriate.
- Require suppliers to support circular economy principles in their business with considerations to using/making products made from non-virgin, repurposed and local (where possible) materials; products that have minimum waste through smart design and packaging and products that can be easily disassembled and repurposed.
- Require suppliers to reduce and eliminate the use of single use plastics in their service provision and find sustainable alternatives (where appropriate).
- Consider the potential transport requirements associated with any contract and how these may be minimised, whilst encouraging suppliers to minimise the negative impact of their transport operations.
- Commission and procure energy-efficient products and services and encourage suppliers to improve their processes in this area.
- Build a requirement for CO2 reduction into the specification of contracts, where appropriate.
- Require suppliers to commit to mitigating its impact on climate change through supply chain carbon reduction initiatives.

- Require suppliers to demonstrate they are minimising the environmental impacts of their supply chain, choosing more sustainable and high quality products and/or services.
- Consider the risk of negative water impact in specific contracts, with particular focus on waste water and discharges into the water system.
- Require suppliers to seek sustainable alternatives to materials which are scarce or at risk of becoming so.
- Require suppliers to take action in protecting biodiversity that may be affected by their activities.

## **Social Value**

We will:

- Consider social value as part of all procurement projects which will form at least 10% of the overall quality score.
- Consult with service users and other client-side stakeholders to clearly define needs and design methods to meet these needs in a sustainable manner.
- Assess suppliers' awareness and policies in relation to equalities as part of procurement processes.
- Assess suppliers awareness and policies in relation to ethical and fair trade
- Encourage suppliers to consider how they can look after the health and well-being of their workforce.
- Encourage suppliers to support regeneration projects or initiatives in the communities in which they operate.
- Encourage suppliers to take steps to make supply chain opportunities accessible to local SMEs and third sector organisations.
- Encourage suppliers to support employment opportunities for people who may otherwise have difficulty finding employment.
- Encourage suppliers to support apprenticeship schemes as part of their contracts with the council.
- Encourage suppliers to support back to work initiatives for long term unemployed and people not in education or training.
- Encourage suppliers to support training and development programmes to up-skill employees.
- Make sure suppliers comply with the National Minimum Wage and the National Living Wage statutory obligations.
- Make sure suppliers comply with social and labour laws, i.e. prevention of modern day slavery, child labour etc.
- Encourage suppliers to support volunteering initiatives as part of their contracts with the council.
- Support local businesses, ethnic minority owned businesses, SMEs and third sector organisations.
- Encourage local innovation, i.e. developing and introducing new and improved ways of doing things compared to existing practice, which involves local people and resources in addressing challenges and opportunities.
- Support the councils in improving local residents access to healthier lifestyle choices through our procurement activity in parks and open spaces, decent

public housing, food inspection and wellbeing services.

### **3. CONTRACT AND SUPPLIER RELATIONSHIP MANAGEMENT**

Contract Management involves the day to day management of the contract - understanding the requirements set out in the contract and ensuring the supplier performs in delivering them. Supplier Relationship Management (SRM) focuses on building a longer term relationship with the supplier, forming common goals and seeking continuous improvement, innovation, and social and added value opportunities for the benefit of both parties throughout the life of the contract.

It is important once a contract has been let that it is effectively managed, especially higher value or more complex contracts to ensure the outcomes detailed in the supplier's tender submission are delivered, risks are identified and mitigated, and cost control is maintained. This will involve obtaining feedback from the client or users of the service, regular meetings with the supplier, gathering data and measuring the supplier's performance against agreed key performance indicators and implementing improvement measures where necessary.

A good contract manager will understand the contract requirements, will have knowledge of their supplier and the market in which they operate and an understanding of the cost drivers within that market.

SRM looks at longer term development of the relationship with the supplier, seeking mutual opportunities for cost and service improvements and innovation. The contract manager will develop an understanding of the key supply chain issues and risks, both direct and indirect, which will assist in early identification of potential issues. There will also be opportunities to benchmark the contract to ensure it remains competitive, and the potential to explore closer working with the supplier including adoption of open book accounting.

### **4. STAKEHOLDER AND SUPPLIER ENGAGEMENT**

Procurement is about securing the delivery of a range of services that meet the needs of a diverse organisation and the population that it represents. Active and positive participation of key stakeholders is essential to the success of procurement activity. In order to make certain it is as inclusive as possible we need to involve the people who use our services in the decision-making process. Our suppliers, small and local as well as large and multinational, need to be engaged with and consulted on ways to improve service design and delivery.

The councils' Contract Standing Orders provide a clear requirement to comply with this engagement process which is designed to ensure optimal VFM when spending taxpayers' money.

Stakeholders and the wider organisation will be involved (if appropriate) at each

stage of the procurement cycle: assessing needs, establishing priorities, designing services, and reviewing performance.

There will be a clear, accessible procurement strategy on the councils' website, with effective and user-friendly guidance appropriate to all stakeholders, the wider community and potential suppliers.

Introduce awareness training to all stakeholders throughout the councils, linking Procurement, Legal Services and Sustainability.

During the life of the strategy the councils will:

- Introduce awareness training to all stakeholders throughout the councils, linking Procurement, Legal Services and Sustainability.
- Create a suite of documents for SMEs & local suppliers
- Hold early supplier consultation for larger contracts to identify market interest and embrace new goods and service delivery techniques in the market.
- Attend Meet the Buyer events to enable face-to-face communication with potential suppliers and make them aware of any forthcoming opportunities.
- Share the organisations contract register on the councils' website as well as up to date information on how suppliers can provide business to the Councils.
- Encourage registration of suppliers on the electronic tendering system.
- Increase collaborative procurement with external bodies with shared interests
- Fully resource Procurement, Legal & Sustainability stakeholder training
- Promote procurement satisfaction surveys from groups across the councils and use feedback received to improve service

## **5. PROCUREMENT SERVICE IMPROVEMENT**

In order that stakeholders see an improvement in both quality and VFM, the councils will exploit technology to improve existing procurement methods and introduce new ones. We can find ways to do the same things better through use of up-to-date technology, and also use the power and capability of technology to introduce new Procurement systems or transform old ones. Regardless of technology however, redesigning our services means we have the potential to deliver them with higher quality or more cost-effectively.

The council currently focuses on customer experience of services, and whether they offer VFM. The Procurement Team monitors the delivery of cashable and will, where appropriate, identify and record non-cashable savings to inform the VFM.

We have currently been operating a successful electronic e-sourcing portal In-Tend in which all tenders above £25,000 conducted through.

During the life of this strategy the councils will:

- Understand the user experience of service delivery and accessibility of services

provided

- Identify areas where e-auctions can be used effectively to increase efficiencies and savings
- Generate better links between the procurement of a contract and the subsequent spending against these contracts by incorporating the Councils Contracts Register into the new Financial Management system.
- Review the process of procurement from both supplier and stakeholder perspectives in order to simplify the process
- Investigate opportunities for improvements to the tendering process, including alternative e-sourcing systems
- Stimulate innovation and value for money by encouraging the use of outcome specifications and a mixed supply base, particularly where long term contracts have been in place.
- Investigate e-supplier management
- Investigate the possibility of online contract signing

### **Adding Value**

- **Spend analysis** – spend analysis is being carried out at the beginning of each financial year to identify key spend categories and suppliers and identify procurement strategies and potential collaboration and saving opportunities.
- **Digitalisation** – maintain the existing resources available online on the councils Intranet and public website for the councils staff and the suppliers; continually review the needs of the council and develop new resources if and where required.
- **Education and training** – provide councils stakeholders and supplier training and ongoing procurement advice, ensure accessibility of digital toolkits available on the councils Intranet and public website; review and develop new ways of training and educating councils stakeholders.

## Appendix 2

### Procurement Strategy Action Plan 2020/21

This Action Plan will be revisited and refreshed every 12 months

Description	Target Timescale	Progress Report	RAG Status
<p>Complete a full review of Councils expenditure; identify key categories of expenditure, key suppliers/contracts.</p> <p>Identify the responsible Procurement Officer and create a full forward plan of procurement activity and review the contract register.</p>	<b>Nov 2020</b>	<p>The spend analysis has recently been completed.</p> <p>The spend analysis helps identify the major spend categories and ensure procurements are undertaken using whole life costing. Identify opportunities of collating lower spend contracts into joint contracts to make use of economies of scale.</p>	<b>Green</b>
<p>Further develop Contract and Supplier Relationship Management through regular training.</p> <p>Maintain a log of current Contract Managers ensuring regular communication</p>	<b>Dec 2020</b>	<p>Develop an ongoing communications plan aimed at ensuring Contract Officers and managers complete the council's contract register.</p> <p>Work with Orbis Procurement to create a suite on e-learning modules for Contract Management. This is anticipated to provide a range of bite-sized introductions up to Masterclasses for the advanced practitioner</p>	<b>Amber</b>
<p>Identify opportunities for added Social Value.</p> <p>Create a Social Value framework aimed at valuing Social Value</p>	<b>Nov 2020</b>	<p>Social Value training will be added as part of Procurement training; the information about Social Value is available on Intranet has been recently updated by the procurement team and contains the following:</p> <ul style="list-style-type: none"> <li>● Short Social Value Guidance</li> <li>● Principles of Social Value</li> <li>● A Myth-Buster Guide on Social Value</li> <li>● Rethinking Social Value (report by Mazars)</li> </ul> <p>With the growing unemployment and climate change threat the Council will create a Social Value framework and embed it into Contract Standing Orders to ensure compliance. E.g. The suppliers for the contracts over certain values must provide x amount of placements, apprenticeship schemes, evidence of local employment, x% of local sub-contracting, environmental considerations, biodiversity projects support. SV can have a minimum 10% weighting allocated in the ITT, subsequently it</p>	<b>Amber</b>

		should be added to the contract and KPIs and has to be monitored by the contract managers and reported back to the council (directors, heads of services, procurement) what has been achieved and how it was measured	
Develop and publish a sustainability code of practice for application to all suppliers to the council, through procurement and contract management cycles	<b>Dec 2020</b>	A code of practice will be developed to ensure that suppliers contribute to the Councils sustainability objectives	
Maintain develop robust procurement processes to ensure: <ul style="list-style-type: none"> <li>the needs of communities and service users are considered;</li> <li>social value is embedded into documents/process;</li> <li>capacity, capabilities and developments of potential markets and suppliers are understood;</li> <li>barriers preventing smaller or younger organisations from bidding are understood and removed where practical;</li> <li>procurements are undertaken using whole life costing where possible</li> <li>Utilise Orbis Procurement capacity to ensure collaboration and best practice</li> </ul>	<b>January 2021</b>	<p>Develop and receive approval for a new Procurement Strategy to cover 2020-2023</p> <p>Review and update Contract Standing Orders with the aim of becoming more user friendly and improving clarity.</p> <p>Include Procurement and CSO training/ training materials into the induction pack to ensure the officers are aware of the processes and procedures.</p> <p>Update the procurement document templates and ensure that the same updated set(s) is/ are being used throughout the council. To remove all old templates and make sure the departments use the most up-to-date versions.</p> <p>Contract Standing Orders and Public Procurement training sessions.</p> <p>Investigate potential use of the evaluation module on In-Tend and opportunity to carry out the evaluation of tenders on the In-Tend system to ensure transparency, standardisation and systematic nature of the process and reduce paper-based processes.</p>	<b>Green</b>
Deliver minimum of £200,000 procurement savings per year from procurement activity	<b>March 2021</b>		<b>Amber</b>

### **Sustainability code of practice for suppliers:**

Adur and Worthing Councils are committed to taking responsibility for their own impact on the environment and society, both within the local area and across the globe through [Platforms for Our Places](#), our Strategic Vision (see Platform 3, Tackling Climate Change and Supporting our Natural Environment, [SustainableAW](#) and our commitment to be [Carbon Neutral by 2030](#) . We recognise that our purchasing of goods and services has sustainable implications and we are actively working towards reducing the negative effects these purchases may cause.

The council will embed the principles of sustainability throughout its procurement activities to ensure that only value for money products and services are selected. In all cases a balanced consideration of the social, ethical, environmental and economic impacts will be undertaken.

Working with our suppliers is key to delivering the aims of this policy. As such we will monitor and measure their performance, encourage them to conduct their operations in line with the council's commitments and embrace continuous improvement.

### **Procurement Operations**

We will:

- Apply a whole life costing approach to major purchases to give a clear understanding of the full impact of purchasing decisions.
- Develop and maintain a suite of procurement documents, including sustainability based selection criteria.
- Develop and maintain guidance, protocols and training to support and embed the practices of sustainable procurement across the organisation.
- Ensure cooperation between Procurement and council officers in other service areas to ensure consistent application of sustainability related practices.
- Establish and embed a whole council approach to contract management and contract monitoring to ensure that sustainability-related promises made by suppliers are delivered upon through the lifetime of a contract.
- Where appropriate, design specifications and procurement documents in a manner which allows greater access to opportunities for SMEs.
- Promote the use of E-Procurement throughout the organisation to reduce the use of paper in procurement projects.

### **Environmental Impact**

We will:

- Require suppliers to take action to reduce waste and promote reuse throughout the supply chain by requesting information on processes during procurements where appropriate.
- Require suppliers to support sustainability principles in their business with considerations to using/making products made from non-virgin, repurposed and local (where possible) materials; products that have minimum waste through smart design and packaging and products that can be easily disassembled and repurposed.



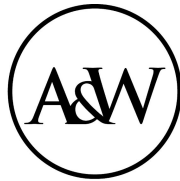
- Require suppliers to reduce the use of single use plastics in their service provision and find sustainable alternatives (where appropriate).
- Consider the potential transport requirements associated with any contract and how these may be minimised, whilst encouraging suppliers to minimise the negative impact of their transport operations.
- Commission and procure energy-efficient products and services and encourage suppliers to improve their processes in this area.
- Build a requirement for CO2 reduction into the specification of contracts, where appropriate.
- Require suppliers to commit to mitigating its impact on climate change through supply chain carbon reduction initiatives.
- Require suppliers to demonstrate they are minimising the environmental impacts of their supply chain, choosing more sustainable and high quality products and/or services.
- Consider the risk of negative water impact in specific contracts, with particular focus on waste use, waste water and discharges into the water system.
- Require suppliers to seek sustainable alternatives to materials which are scarce or at risk of becoming so.
- Ensure all relevant suppliers are compliant with our Sustainable Timber Policy

## **Social Value**

We will:

- Consider social value as part of all procurement projects.
- Consult with service users and other client-side stakeholders to clearly define needs and design methods to meet these needs in a sustainable manner.
- Assess suppliers' awareness and policies in relation to equalities as part of procurement processes.
- Encourage suppliers to consider how they can look after the health and well-being of their workforce.
- Encourage suppliers to support regeneration projects or initiatives in the communities in which they operate.
- Encourage suppliers to take steps to make supply chain opportunities accessible to local SMEs and third sector organisations.
- Encourage suppliers to support employment opportunities for people who may otherwise have difficulty finding employment.

This page is intentionally left blank



ADUR & WORTHING  
COUNCILS

Joint Strategic Committee  
12 January 2021  
Agenda Item 8

Key Decision [Yes/No]

Ward(s) Affected: All

## **An overview of the Adur and Worthing Public Health Strategy**

### **Report by the Director for Communities**

#### **Executive Summary**

##### **Purpose**

1.1 The purpose of this report is to provide:

- A high level overview of the progress that has been made on the Councils Public Health Strategy, which is due to come to an end March 2021,
- Discussion of the significant work that has been underway in relation to Covid and the challenges we face as we build back in a post-pandemic world, especially around tackling inequalities and being more inclusive, and
- A starting point for the development of a new strategy during 2021 which will engage our partners and communities

##### **Recommendations**

2.1 Members are asked to note the contents of this report and to strategically support the proposal to develop a 'place based' approach to tackling health inequalities to meet local needs.

### 3. Context

#### 3.1 What is Public Health and why does it matter?

- 3.1 Public Health has been defined as “the art and science of preventing disease, prolonging life and promoting health through the organized efforts of society” (Acheson, 1988; WHO). Prevention lies at the heart of this work and much of the factors that play a role in preventing and promoting good or poor health fall within the influence of councils. These can be referred to as the wider social determinants of health and are the conditions in which people are born, grow, live, work and age which are affected by housing; green spaces; leisure facilities; employment, education, social and economic.
- 3.12 The [Health and Social Care Act 2012](#) recognised the unique role of councils, and brought public health functions back under the control of local government and away from the NHS. Whilst public health sit with the County Council, the role for districts and boroughs is crucial, given their closeness to local communities and many of the core functions they have, including housing, the environment, planning policy, community development and engagement, community safety, benefits, regeneration and economic development; all of which are critical drivers for good population health.
- 3.13 However health is not something that is felt equally across our communities. In February 2010, Sir Michael Marmot’s report ‘[Fair Society Healthy Lives](#)’ and the follow up to this ‘[The Marmot Review 10 Years on](#)’, provide seminal overviews of the health inequalities felt across our communities, evidenced by the differences in life expectancy between our poorest and most affluent neighbourhoods, the need for early intervention and the case for ‘proportionate universalism’ i.e. providing services for all, but targeted most at those in need. Most importantly these reports underscore the role that local government plays in solving these issues.
- 3.14 Covid has shone a light on the death toll distribution across our country. [‘Build back Fairer: The Covid 19 Marmot Review’](#) published December 2020, highlights the impact of this disease on communities that experience inequality in our communities including minority ethnic communities..
- 3.15 This evidence calls for the urgent need to do things differently and to build healthy equity into everything that the government does. District and Borough Councils clearly have a key role to play, not only through leadership and influence, but by providing and enabling conditions for people to thrive, and working alongside with local communities to deliver solutions that work.

3.16 This pandemic has really highlighted the differences our communities experience in access to the resources to maintain good physical and mental health in Adur and Worthing and the importance of good public health. There have been some positive impacts from the work of our community response and a greater raised level of awareness around health inequalities and the social determinants of health. This gives us a great foundation to build the next iteration of our public health strategy.

### **3.2 Our public health history and strategy approach**

3.21 Good health and wellbeing lies at the heart of our Councils approach, with a clear and bold commitment to this within our pandemic bounce back strategy, [And then](#), and our broader strategy of [Platforms for our Places](#). Our work began early, with Members agreeing the first District/Borough Council Public Health Plan in West Sussex in 2014. This acted as a framework to develop more integrated and purposeful action on public health and was reviewed at [JSC in November 2016](#).

3.22 In October 2017, Members approved the follow on '[Public Health Strategy 2018-2021: Start Well. Live Well. Age Well](#)', which focused on five priority areas which were identified with stakeholders, using local health data. These priorities were:

- We all have the opportunity to enjoy good mental wellbeing and emotional resilience (at all life stages)
- We contribute to improved environmental sustainability
- We can all access and make positive use of our open spaces
- We all have the opportunity to enjoy a healthy lifestyle (diet, weight, smoking, physical activity, alcohol, drugs and sexual health)
- We can all enjoy good social connections via purposeful activity at all stages of our life.

3.23 Projects were identified in relation to each of these priorities and reported on a quarterly basis to the previous Director for Communities.

3.24 This plan is due to end in March 2021 and we are now providing a high level review of its impact in preparation for the creation of the new strategy.

### **3.3 Our role as a place leader for health and wellbeing**

- 3.31 As a place leader, Adur and Worthing Councils have continued to play a key convening role around health and wellbeing and have been involved in the Adur and Worthing Health and Wellbeing Partnership for around 17 years. This includes a number of statutory and voluntary sector partners (including WSCC, Primary Care Networks, West Sussex CCG, Sussex Community Foundation Trust, Community Works, Mind, Citizens Advice, Guildcare, Age UK and many other charities and groups) and evolved from a partnership with funding to deliver public health work, to a partnership focusing on collaboration, sharing insights, addressing gaps and driving shared activity.
- 3.32 Over the last few years this partnership focused on key themes relevant to our places, the last one being around loneliness, using a design led approach to develop a shared understanding across the system to loneliness (see 3.82 for further details).
- 3.33 At the beginning of 2019 as a result of the drive towards more integrated working around population health, the NHS instigated the development of Local Community Networks (LCNs), to bring together local system partners to work with the NHS to focus on prevention activity around health and wellbeing. Adur and Worthing developed an LCN in each area, with our Councils played a key lead role in these partnerships, resulting in the formation of strong relationships and with Primary Care and a shared focus on some key priorities for our systems.
- 3.34 This in turn led to the development of important work around, for example, young people and mental health (Find it Out Plus, and children's social prescribing), adult health and wellbeing (social prescribing and the expansion of Going Local) and work around loneliness.
- 3.35 A combination of Covid and changes at the NHS has led to both of these partnerships being suspended whilst officers and NHS colleagues have focused on the pandemic response. However throughout this work, a partnership of statutory and voluntary sector partners have continued to meet throughout to ensure strong collaboration around health and wellbeing for our communities. A key part of this work has been through our partnership with Community Works and our own officers starting to make links with local communities, including minority ethnic groups, with regard to the impact of Covid-19 in our minority ethnic communities.

### 3.4 A look at our Public Health work

- 3.41 The following section looks at each of the Public Health priorities in turn and gives a flavour of some of the work that has been carried out.
- 3.42 **Priority 1: We all have the opportunity to enjoy good mental wellbeing and emotional resilience (at all life stages).**
- 3.421 Good mental health and wellbeing is fundamental for our communities and associated with an increase in life expectancy, improved quality of life, improved physical outcomes, improved education attainment, increased economic participation, and positive social relationships.
- 3.422 The Councils demonstrated their commitment to becoming **dementia friendly** organisations, by joining the Dementia Action Alliances through Members approval at the [Joint Strategic Committee in April 2017](#). This work has been taken forward through a coordinated action plan which focuses on: the training of front line staff; accessibility of our public buildings and open spaces and supporting staff who might be carers of someone living with dementia.
- 3.423 Around 20 key front line staff across different services have been trained as **Dementia Champions** including: Customer services, Theatres, Parking Services and the Car Park Operations Team. Dementia Champions play a key role by raising awareness and encouraging others to make a positive difference to people living with dementia in their community. They do this through the provision of information about the personal impact of dementia, and focusing on the built environment, which can have a profound impact on how a person with dementia perceives, experiences and engages with the places and spaces in which they live. People living with dementia have undertaken audits on our buildings and open spaces, which are accessible to the public, including the Town Hall, Portland House and the Crematorium and Beach House Grounds and identified ways in which improvements can be made including additional signage and markers.
- 3.424 More than 30 staff have been trained and certified as **Mental Health First Aiders** (MHFAs). MHFAs are trained to notice signs and symptoms of mental ill health, have the confidence to act promptly and the skills to provide initial support through non-judgemental listening and guidance towards the right help. MHFAs can also advocate on behalf of someone with mental health issues and work to promote and raise awareness of mental health issues across the councils.

3.425 The scheme is coordinated and supported by the Communities and Wellbeing Team. MHFAs report spending a varied amount of time supporting colleagues, from around 20 minutes a month. The types of issues reported to have been supported include:

- Stress
- Bereavement
- Relationship breakdowns/issues
- Family health conditions

MHFAs also report the training has enabled them to have more open and supportive conversations with their friends and family outside of work.

3.426 MHFAs have had to adapt their ways of working now that teams are mainly working from home due to Covid. They are actively checking in with team members, especially with those staff who live alone or who are showing signs of stress.

3.427 **'Well@Work'** is a staff led initiative promoting wellbeing for staff across the organisation. This is an internal campaign, to encourage staff to create and lead activities which improve their wellbeing. This programme, which was launched in 2018, was informed by a staff survey (43% of staff responded) that asked how happy, healthy and safe people felt in the organisation. It gave the opportunity for staff to suggest activities that would benefit their wellbeing and number of these were developed across teams. The impact of these have identified greater improvements in wellbeing in staff, which is fundamental to a strong and resilient workforce.

### **3.5 Priority 2: We contribute to improved environmental sustainability that supports our health and wellbeing**

3.51 A range of work has been undertaken in relation to environmental sustainability to support our health and wellbeing and to connect to the Sustainable AW platform work. The draft Pre-Submission Worthing Local Plan includes a Strategic Policy on Healthy Communities (Policy SP3), which provides a high level policy that highlights the relevant elements needed to provide the foundations for achieving health and well-being amongst the built and natural environment in Worthing.

3.52 Health and well-being are cross cutting themes in this policy framework, and therefore Policy SP3 needs to be read alongside other policies in the Plan that seek to address the wider determinants of health. An example is Policy DM15:



Sustainable Transport & Active Travel which seeks to locate and design development and supporting infrastructure, to facilitate active and sustainable travel, to minimise the need to travel by car.

- 3.53 Furthermore, the policy seeks to ensure that sustainable forms of transport are considered in the first instance, with the provision of facilities that will encourage walking and cycling to be the natural choice for shorter journeys. Following approval at Worthing Council on 15 December, the Plan is due to be published for Regulation 19 Pre-Submission public consultation in late January. Following consultation, the Council will submit the finalised Plan to the Secretary of State for independent Examination by a government appointed Inspector.
- 3.54 The [Local Cycling & Walking Infrastructure Plan](#) is central to our public health efforts and is now complete, adopted and published on the council website. The Plan benefitted by expert input from the A&W Walking & Cycling Action Group attended by members, officers and local stakeholders. The Plan was developed following a highly successful public consultation in which 89% of respondents supported the principle of improving cycling infrastructure through over 350 responses received.
- 3.55 A [Staff Travel Action Plan](#) is being implemented and a new Staff Transport Policy is under development. This aims to support greater uptake of active travel and low carbon business travel. Donkey Bikes have been made available to all staff free for business travel and cycling facilities have been improved for staff. A new Cycle to Work scheme has been launched for staff, offering 32% off bikes up to £2,000 which allows for the purchase of electric bikes.
- 3.56 In order to improve air quality and reduce carbon emissions the councils are undertaking work to support the shift to electric and ultra low emissions vehicles. The councils work this year approved our involvement in a countywide EV charging network that will provide a consistent and affordable charging network across the county. All pool cars for business travel have been switched from petrol/diesel to hybrid electric and the first electric vans have been purchased and a trial of an electric Waste Collection HGV has been trialled in the effort to reduce carbon and air quality impacts.
- 3.57 Whilst development of the Adur Air Quality Action Plan has been delayed due to Officers working on Covid related activities and enforcement an update to the air quality modelling for Shoreham High Street has been completed which will assist the development of the Action Plan.

- 3.58 The [EASIT ADUR & WORTHING](#) travel discount scheme was set up by the councils in 2019 and has been extended and is now available via 26 Organisations to 26,000 staff, The scheme helps to make it easier and cheaper for employees of the councils and businesses across Adur & Worthing to choose sustainable travel options.
- 3.59 There has also been considerable community consultation on how to increase active travel undertaken through Zero 2030 the Community Led Climate Conference; and the AW Climate Assembly. This consultation will be built on throughout 2021 and a further programme of actions developed through the Assembly Recommendations and SustainableAW Community Actions.

### **3.6 Priority 3: We can all access and make positive use of our open spaces**

- 3.61 There is an overwhelming body of evidence that highlights the beneficial outcomes for both mental and physical wellbeing from the presence and use of open spaces in our communities. Indeed, the Marmot report (above) identified the central importance of access to green spaces for good wellbeing.
- 3.62 The focus of our Parks Teams therefore forms a central part of this plan through the provision and maintenance of urban spaces of parks, playgrounds, residential greenery and access to outdoor space more generally are fundamental for good mental wellbeing and physical health, providing psychological relaxation and stress alleviation, stimulating social cohesion, supporting physical activity, and reducing exposure to air pollutants, noise and excessive heat.
- 3.63 There are clear interconnections between environmental sustainability and human health and wellbeing. The concept of wellbeing has internationally standardised metrics for the subjective wellbeing of the population (including quality of life, happiness, anxiety and life satisfaction). The associated research has indicated the potential importance of good quality environments to promote subjective wellbeing. The Parks and Foreshore team have brought health and the environment into the team's conventional economic decision making - commonly known as the 'Natural Capital' approach. Natural capital such as air, water and living things etc lead to ecosystem services like crops, trees, or our landscapes, which in turn impact on our food, physical health, mental health. Our management of our open spaces has natural capital

management at its core, therefore ensuring our ecosystems thrive whilst also improving our wellbeing-related goods and services.

3.64 Our Councils have also co-funded work of The Conservation Volunteers with the National Lottery (TCV). **Growing Communities** aims to improve the physical health and mental wellbeing of residents in Eastbrook and Northbrook through increasing engagement in and enhancement of local public green and blue spaces.

3.65 Growing Communities has worked with residents and community groups to identify projects and activities including: community gardening; Green Gym schemes and led walks. The project has improved some of our green spaces and increased the number of people using them. Focusing on a participatory development approach with communities to build the engagement of communities, skills and confidence to take part in and lead health and wellbeing work in our green spaces. Growing Communities has worked alongside the Councils team of Park Rangers which runs a variety of activities and events across our parks and open spaces that supports engagement, direct connections to nature and links to local communities. The rangers support volunteering opportunities across all of our parks and open spaces that also provides community networks and connections into nature.

3.66 This has been focused in two of our most disadvantaged areas - Northbrook and Eastbrook and has led to the creation of 600 activities since 2017, including green gyms, activities for families, friends of green space groups and more creative activities. This work has led to 18,000 attendances across 600 activities, with 4,773 people. All of those that participated reported reduced anxiety levels and greater life satisfaction.. (See Appendix 1 for more information)

### **3.7 We all have the opportunity to enjoy a healthy lifestyle (diet, weight, smoking, physical activity, alcohol, drugs and sexual health)**

3.71 Evidence shows the main risk factors linked with cardiovascular disease to be: poor diet, physical inactivity, smoking and excessive alcohol consumption ([NICE Public Health Guideline 25](#)). A healthy lifestyle can help to prevent major causes of death and illness, such as type 2 diabetes and many cancers and increase life expectancy . This is vital for thriving communities and a strong economy.

- 3.72 To support the development of healthy lifestyles, the Councils have commissioned Dr William Bird, from Intelligent Health, to develop a **Physical Activities Strategy** for the communities of Adur and Worthing. The strategy will provide a clear vision for the Councils and our partners to encourage people to get active and enjoy and appreciate our outdoor green and blue spaces. Once approved by the Councils (in Spring 2021), this strategy will inform and involve key partners in the development of a co-produced delivery plan.
- 3.72 **Adur & Worthing Wellbeing** has become firmly established as the core service for people who want to adopt a healthier lifestyle. Funded by Public Health West Sussex County Council, the service is delivered through a team of staff within the councils, with additional projects contracted to external agencies for delivery on the Council's behalf. Its aim is to reduce health inequalities and help prevent ill health through interventions focussed around factors that affect a person's health and wellbeing such as: physical activity, weight management, smoking cessation and reduction of alcohol and targeted where we know we can make the most difference, using data and evidence of local need.
- 3.73 The service is delivered through one to ones, group based workshops and courses and pre Covid, was supporting on average 3,000 residents and people working in Adur and Worthing each year. The age breakdown of referrals of this adult targeted service is: 27% 18-39 yr olds, 37% 30-54 yr olds, 22% 55-64 year olds, 10% 65-74 year olds and 4% 75-84 year olds. 88% of referrals are White and White/British with 70% females and only 30% males.
- 3.74 Whilst there are many support options for people who want to manage a healthy weight or to stop smoking, we know that many of the people who experience greater health inequalities will also experience barriers to accessing these such as: prohibitive cost, cultural barriers and often, a lack of confidence. We therefore actively design our projects to reduce these barriers as much as possible, using the principle of 'proportionate universalism' i.e. the services are universally available for all, but are targeted very specifically towards those most in need.
- 3.75 One of the ways we actively target is through the use of different settings for delivery, for example, working in communities where we know there are reported higher levels of deprivation and through workplaces to reach particular groups of people less likely to readily access services such as men (who total only 30% of referrals) and also people in lower socio economic

groups. By targeting workplaces where we know men traditionally work such as garages, or where people are employed in lower paid jobs, we make it easier for people in these groups to engage with our services. (see the case study B in Appendix One).

- 3.76 The full Wellbeing programme this year includes: **adult weight management** courses (with some designed specifically to appeal to men). We deliver around 12 community based courses every year supporting almost 200 people to manage their weight. An average of 70% of participants achieve at least a 3% weight loss. Around 30 free **Pre Diabetes** Workshops (for people with a raised blood glucose level) are delivered each year, with up to 20 people, most of whom have been referred directly by their GP attending each session. **Physical activity taster courses** offer people who are inactive the chance to try low level exercise in settings such as local parks and community centres. Courses include; Couch to 5K, Introduction to circuits, Pilates and Boxing. Participants are supported to continue with exercise beyond the taster sessions and 100% of participants report that they have increased their activity levels. Free 12 week rolling **Falls Prevention Courses** are for anyone feeling less steady on their feet and are carefully designed to help people to build strength and confidence and prevent a fall. Our **Wellbeing Advisor for Alcohol** has recently joined the team and will be offering one to one interventions with people who are drinking too much, to help prevent potential dependency from early 2021. **Cookery Courses** support people with little or no cookery skills to master the basics of preparing healthy low costs meals from raw ingredients. The programme of interventions develops and refines each year, reflecting the changing needs of local communities.
- 3.77 The staff team that deliver the wellbeing programme were all reassigned to support the Councils Community Response to Covid 19 in early March 2020, in various roles. Toward the end of the Summer, as requests for help due to covid reduced, staff moved back into their substantive posts. The team have adapted this work in response to the pandemic and have created online offers for courses and one to ones, with the service starting again from early September 2020. The majority of the team are now fully back in their roles and covid specific requests are very low.
- 3.78 The nature of referrals seems to have changed compared to pre covid. Although the majority of requests are for support with managing a healthy weight, healthy eating and physical activity, we can see a marked increase (90%) in clients reporting wellbeing and mental health needs at all levels (low, medium and high). Pre covid, around 50% of people coming into the Wellbeing Service reported low to medium level of mental health needs.

People saying they have mental health issues are saying they have not been reporting feelings of depression and anxiety to their GPs and that therefore these feelings have intensified. We have also seen evidence of addictive behaviours which have been hidden or intensified.

- 3.79 [‘Going Local’](#) is another of the Councils’ approaches to good health and wellbeing, providing a critical bridge for people to social support and activity around their wellbeing. Social Prescribers support people who are referred by Primary Health Care staff to focus on the non-medical issues affecting their health - allowing for more focused interactions with their medical professionals. The Social Prescribers work closely on a one to one basis and guide people to find the support they need to improve their health, wellbeing and social welfare.
- 3.710 Normally, working from GP practices (but this year online/over the phone), these officers use motivational interviewing practices to really engage people and connect them into services and communities to improve their health and wellbeing. The Social Prescribers connect people with housing support, financial assistance and finding new and exciting activities for a person to get involved with - collaboratively forming a plan of action and empowering the person to make decisions. This work has been reported to this [Committee in 2018](#)
- 3.710 The Going Local Team provides social prescribing support for all of Adur and Worthing’s GP surgeries. To date in 2020, 1231 people have been supported by this service, an increase in 225 compared to 2019. As well as referrals from Primary Health Care staff, the team have, this year, started to accept self referrals, which now make up 35% of the caseload. This self referrals cohort reflects a group of people who are struggling but have not yet gone to their GP for help - an early help approach to support.
- 3.711 This year, the team has primarily been supporting people around their mental health and helping to address social isolation as well as accessing food, finance and improving lifestyle factors. Key services that referrals have been made to by Going Local include WHAT (for Housing advice), OneStop (for finances support), Time to Talk Befriending (for befriending) and MIND (for mental health). For people that have needed emergency need through the pandemic the team have been referring through to the Councils’ cohort of volunteers as well as the Mutual Aid Groups who have been providing extremely valuable support for those in emergency need.

3.712 Social prescribing especially forms a strong part of our prevention work, especially as part of our post-pandemic planning. The work of the social prescribers is about enabling people to identify and work with the change that is needed to improve their wellbeing and to connect them with the right types of services and activities to enable them to do this. This forms a central part of how officers are building the broader prevention work, working in person centred ways and linking people into the assets in our communities that can assist and improve their wellbeing

### **3.8 We can all enjoy good social connections via purposeful activity at all stages of our life.**

3.81 Research shows that loneliness and social isolation are harmful to our health. The Mental Health Foundation Report '[The Lonely Society](#)' found that loneliness and social isolation are not just issues that affect older people; loneliness is especially a problem for younger generations, and changes in the way we live and work that affect our relationships, are having more of an impact on younger ages. Loneliness has been shown to increase the likelihood of poor physical and mental health, the risk of becoming involved in criminal activity and reduction in future employment opportunities. Chronic loneliness however is still most prevalent amongst the older adult age group and increases with age.

3.82 To respond to some of the challenges, the Thriving Connections project was led through the Health and Wellbeing Partnership and engaged with partners from across the system to explore loneliness and intergenerational approaches, using a service design approach to consider the benefits of children aged 5-11 spending time with older adults in community spaces.

3.83 More than 50 partners from different sectors took part in the project, attending stakeholder events and carrying out research interviews with professionals working in schools, parents, children, older generations, people from organisations working with older generations, managers of community spaces (parks, community managers). Officers focused on a geographic area in East Worthing to understand the problem at a very local level.

3.84 The design work, which took place over the course of a year has led to exploration around 'Outcome Based Commissioning' where service providers co-design activities, ensuring there are no duplication of activities in the system; an exploration of a micro grants scheme with an open call out to people (individuals, organisations, etc) for new ideas or existing solutions to address needs. There has also been a key outcome through the joining up of

professionals from different agencies to create a shared narrative around loneliness and social isolation.

- 3.85 People in our communities have reported feeling lonely through the covid pandemic with friends and families unable to get together as they have done previously and people adapting to working at home rather than in a shared space with colleagues. The Thriving Connections project, and approach, is being incorporated into the new place based approach we are developing with partners.

#### **4.0 Issues for consideration**

- 4.11 Our Adur and Worthing Public Health Strategy formally ends in April 2021. In recognition of the work still underway around Covid and staff capacity currently, this report forms a light-touch review. Whilst the Councils have achieved a significant amount during this period for our communities, it is clear that there remains much to do to sustain and build upon our public health work, especially in light of a new Covid world.
- 4.12 As we move through the pandemic, our focus is upon creating more integrated ways of working across health and wellbeing for a post-pandemic world, focusing on those things that really matter to people and enable them to cope, manage and hopefully thrive - access to finance and money skills, good work and skills, access to housing, healthy lifestyles, emotional wellbeing and connectedness. Our social prescribing approach outlined above, will form the centerpiece for how we want to develop this approach, focusing on a person centred ways of working with our communities and enabling and developing local community assets to assist people in their health and wellbeing journey.
- 4.13 The And Then document highlights the need to work closely with initiatives such as our new Adur and Worthing Food Partnership as well as the need to build on our work to integrate health and open spaces. This work is being developed and will form a core part of our new strategy. It will connect to our Housing Development strategy and the work that is needed to ensure that our residents have access to the homes that provide the foundation for a healthy life.
- 4.14 As we move forwards it is essential that we continue and elevate our focus on health and wellbeing. Our learning from Covid is being used to inform how we build back in a post-pandemic world our health and wellbeing approach, which centres around:



- A focusing on the core elements of prevention post-covid: access to finance/financial skills; work, learning and skills, emotional wellbeing and mental health;
- being truly person centred, and working with people in relation to their whole lives and what they need to thrive;
- Continuing and strengthening our work on inequalities in our communities and evidencing this better;
- How we can develop this work more inclusively across our communities, in recognition of the unequal impact of this pandemic on many of our ethnic minority communities;
- Working more locally in neighbourhoods across Adur and Worthing, where teams can work in more asset based (i.e. a communities strengths,, skills, time and energy) ways with our communities, mutual aid groups and voluntary sector in around health and wellbeing that focuses on local places;
- Aligning this work with housing and homelessness.

4.15 We are also reforming our partnership work around health and wellbeing from January to help develop and drive forward a place-based agenda with our partners for health and wellbeing. Given that health and wellbeing is a system wide issue, we will use this partnership as a platform to develop the next iteration of our health and wellbeing strategic approach for Adur and Worthing.

## 5. **Engagement and Communication**

5.1 The Public Health Strategy was developed through engagement with stakeholders including members, Senior Managers and public Health colleagues. Workshops were held to identify the priorities and projects that would benefit from increased cross council collaboration.

5.2 Engagement is a vitally important aspect of our public health work to ensure that officers understand the data and insight well to inform project design. For example, the new Physical Activities Strategy has been developed through a series of workshops with around 50 key stakeholders, who have been instrumental in helping us to understand the current picture and where we can focus to make the most difference and increase activity levels across all our communities.

5.2 Engagement for other projects has been carried out through surveys, questionnaires, monitoring feedback and workshops. Project plans are

developed and adapted as a result of the insight gathered and through working closely with partners.

## **6. Financial Implications**

- 6.1 The cost of producing the new strategy will be met from within existing resources, primarily through staff time.
- 6.2 Much of the Councils' work in this area is funded by partners and the wellbeing team have a good track record in securing external funding to ensure delivery of these objectives.

## **7. Legal Implications**

- 7.1 Section 111 of the Local Government Act 1972 provides the Council with the power to do anything that is calculated to facilitate or which is conducive or incidental to the discharge of any of their functions.
- 7.2 Section 1 of the Localism Act 2011 empowers the Council to do anything an individual can do apart from that which is specifically prohibited by pre-existing legislation.

## **Background Papers**

- [Adur and Worthing Council's Action on Public Health](#); Joint Strategic Committee 02 September 2014; Approval of the Council's first Public Health Plan July 2014-
- [Public Health, Getting Ahead of the Curve](#); Joint Strategic Committee 08 November 2016; Update Report on the Councils Public Health Plan
- ['Start Well, Live Well, Age Well' - Public Health at the local level - A refresh of our strategy to encourage the good health of all our citizens](#); report to Joint Strategic Committee; 10 April 2018
- [Health and Social Care Act 2012](#); Government Legislation policy
- [Fair Society Healthy Lives](#); February 2010, A strategic review of health inequalities in England; Sir Michael Marmot
- [The Marmot Review 10 Years on](#); The Health Foundation; February 2020; Sir Michael Marmot

- [Build back Fairer - the Covid 19 Review](#); The Health Foundation; December 2020; Sir Michael Marmot
- [The Lonely Society?](#); 2010; The Mental Health Foundation
- [Young People's Stories from Worthing](#); pdf; 2017; An ethnographic study by local leaders in Worthing and a call to action to make Worthing a place for young people to thrive (available on request).
- [Local Cycling & Walking Infrastructure Plan](#)
- [Staff Travel Action Plan](#)

### **Officer Contact Details**

Janice Hoiles

Wellbeing Lead

07968 515444

[janice.hoiles@adur-worthing.gov.uk](mailto:janice.hoiles@adur-worthing.gov.uk)

## **Sustainability & Risk Assessment**

### **1. Economic**

Improving the physical and mental health of our communities will have a positive impact on the local economy. Improved individual health and wellbeing helps people to be more participative in their communities through paid employment and volunteering.

### **2. Social**

#### **2.1 Social Value**

The move toward a more place based approach working with the strengths and assets that are already working well in communities will enable us to co design and co create activities with communities to support good physical and mental wellbeing and use our natural environment to promote good health and wellbeing in our places.

#### **2.2 Equality Issues**

Reducing health inequalities means targeting our approaches towards people and communities where we can make the most difference and. Impact assessments of the work around public health will help us to make sure that all groups are considered.

**2.2.1** The council is subject to the general equality duty set out in section 149 of the Equality Act 2010. The council's legal duties (Equality Act 2010) have shaped the development of this work, helping to ensure that our services (and interventions) are designed to meet specific needs and address areas and issues of historic disadvantage and inequality. Our adoption of the 'proportionate universalism' model forms a key part of this response where we seek to provide services for all, but targeted most at those in need.

**2.2.3** Our experience of working with communities during the pandemic has deepened our relationships with diverse and often marginalised groups and we are seeking to actively capitalise on these new ways of working and new relationships to better understand and respond to those most in need. Areas of investment identified in the plan, as well as other decisions relating to implementation of the plan, will require additional equality impact assessment.

#### **2.3 Community Safety Issues (Section 17)**

This programme will cut across community safety issues thereby having a positive effect in the reduction of crime and anti-social behaviour.

#### **2.4 Human Rights Issues**

Matter considered and no issues identified.

### **3. Environmental**

Yes, positively. Approaches to public health will include a focus on the environment and ensure that we can all access and make positive use of our open spaces.

#### **4. Governance**

Our public health approach is important and contributes to many priorities in the Councils Platform for our Places, including: 2.4.1 2.4.3 2.4.6 2.4.7 2.4.8 2.5.1; 2.5.2; 2.5.3; and links to wider strategies including: Parks and Open Spaces and the developing Physical Activity Strategy.

### **Appendix 1**

#### ***Case A - Going Local Case Study***

Case A was referred by his GP and was living with a son after his wife passed away and he lost his home. He had a difficult relationship with his son who wasn't keen on them living together. He had several medical conditions and his son's property wasn't suitable for his needs. The son didn't want anyone in the house to carry out any assessments which made support really difficult. Case A thought his best option to move into a care home to enable him to leave the property and that's when he was referred to Going Local.

Housing options were discussed and he was referred to the WHAT worker and a Housing Advice form was completed but he wasn't eligible for support. His needs weren't significant enough for a care home but concerns about his welfare were raised with WS Adult Social Care. The Social Prescriber worked closely with an Occupational Therapist and the Social Worker and arranged an OT assessment at a different property to enable his needs to be assessed.

Case A was assessed as having care needs and there were concerns about his safety and wellbeing so he was offered and supported into Extra Care Housing. The Social Prescriber also helped Case A to purchase furniture and other household items as he left his son's property with a carrier bag of possessions.

The Social Prescriber also supported Case A to be more independent at managing his finances as there were concerns about financial abuse. Support was given to apply for Attendance Allowance which increased his income.

Case A is now living in Extra Care Housing, he has carers twice a day and he maintains his independence.

#### ***Case B - Wellbeing Hub Case Study***

One of the Wellbeing Hubs' Advisors worked with Cedar Garage ahead of Men's Health Week to check in on their on-going process of improving their overall wellbeing having carried out Wellbeing MOTs with their staff.

A Wellbeing MOT evaluates a person's health including their hydration levels, emotional health, activity levels, lifestyle impacts, healthy weight and internal fat.

The Manager at Cedar garage said there's only been positive results from having Tyler visit and work with the team: *"Everyone I have spoken to has said it was worthwhile, and they were glad they'd done it. It's definitely inspired people to adjust their diet, adjust their calorie intake from sugary drinks."*

*"I have personally started riding to work, I've cut down on smoking, I've cut down on coffees, I've had no chocolate in a month, it's made a big difference to me and it has had a positive impact on everybody who's had a chance to go through it."*



ADUR & WORTHING  
COUNCILS

Joint Strategic Committee  
12 January 2021  
Agenda Item 9

Key Decision: No

Ward(s) Affected: All Coastal Wards

## **Partnership Working - National Network of Strategic Coastal Monitoring Programme (2021 to 2027)**

**Report by the Director for the Economy**

### **Executive Summary**

#### **1. Purpose**

- 1.1 The report brings Members up to date with the actions of the officers to secure continuance of the Southeast Strategic Regional Coastal Monitoring Programme (SSRCMP) through the National Network of Regional Monitoring Programmes (National Programme). Both Adur District Council and Worthing Borough Council deliver this service on behalf of partner organisations.
- 1.2 As part of the SSCRMP the Coastal Monitoring Survey Team within Technical Services has successfully executed the monitoring programme for the coastal frontage between Selsey Bill and Beachy Head (Coastal Cell 4d) since 2002. The current National Programme tranche ends 31st March 2021.
- 1.3 The National Programme led by New Forest District Council (NFDC) is seeking continuance funding through the Environment Agency as a Flood and Coastal Erosion Risk Management (FCERM) project. If successful, the full cost of the monitoring programme will continue to be met via a Service Level Agreement with NFDC. Confirmation of funding is expected in January/February 2021.
- 1.4 The monitoring programme provides freely available data for the justification, design, performance and impact monitoring of any coastal

intervention (defence and protection works), monitoring of coastal change (flood and erosion risk) and the wider benefit of an increased understanding of the effects of climate change.

## **2. Recommendations**

2.1 The Committee is recommended to:

- Confirm and continue to support the National Programme subject to the confirmation of grant funding; and
- Delegate authority to the Head of Facilities & Technical Services to continue to deliver the programme within the limits of the Service Level Agreement and funding stream referred to at Clause 3.9.

## **3. Background and Context**

3.1 Coastal risk management has developed over the last 30 years or so and is now conducted over long lengths of coastline, influenced by coastal processes rather than by Government or Council administrative boundaries. This has necessitated more partnership working by adjoining local authorities.

3.2 Coastal risk management requires high quality long term data to proactively inform effective decision making and consideration of options/alternatives to assist with coastal and flood management and erosion.

3.3 The current approach to coastal monitoring throughout England is now well organised and structured nationally, both within individual Coastal Groups and on a regional basis. The current series of six regional monitoring programmes, managed through a series of lead authorities on behalf of the Coastal Groups, provides a regionally coordinated and integrated approach to coastal monitoring, to maximise use of data and to provide best value. The six regional programmes are as follows:

- North East
- NorthWest & North Wales
- East Anglia
- Severn Estuary
- South West
- Southern



- **South East**

- 3.4 The Southeast Strategic Regional Coastal Monitoring Programme (SSRCMP) which Adur and Worthing form part of, has been running since 2002. The SSRCMP became one of the six regional programmes to form part of the National Programme which commenced Phase 1 in 2011. The current National Programme (Phase 2) is due to end on 31<sup>st</sup> March 2021.
- 3.5 The primary objectives of the National Programme are:
- To assist coastal managers by providing them with relevant information on which to make sustainable future shoreline management decisions.
  - To assist in the definition of the magnitude of risks of coastal flooding and erosion and to provide data to support re-evaluation of those risks in the future.
  - To improve understanding of coastal process behaviour and how those processes interact with the shoreline.
- 3.6 The National Programme led by New Forest District Council (NFDC) is seeking funding for Phase 3 (2021-2027) from the Environment Agency (EA) as a Flood and Coastal Erosion Risk Management (FCERM) project application for grant aid. All costs associated with programme delivery will be provided through dedicated programme budgets and 100% grant aid.
- 3.7 The NFDC have submitted an Outline Business Case (OBC) which the preferred option is to expand the monitoring programme, maintaining the current risk-based strategic coastal monitoring programme and including coastal structure asset monitoring. This will include structures such as sea walls, timber and rock groynes if this option is approved.
- 3.8 All partner monitoring programmes are currently seeking the necessary commitment to the national programme and the Chair of the Coastal Group is seeking "a letter of comfort" from the EA that a funding allocation will be forthcoming in the new year. This letter is expected early in the new year.
- 3.9 The Joint Councils will incur costs in the region of £1.181m (OBC recommended option) over the 6-year period of the project and this will be fully reimbursed by New Forest District Council and subject to a service level agreement.

- 3.10 The Channel Coastal Observatory manage the data website for the monitoring data collected which also includes further information and can be found on: <https://www.channelcoast.org/southeast/>

#### **4. Proposal**

- 4.1 The National Programme led by six regional leads has worked extremely well through the first two phases, so it is proposed that the third phase due to start in April 2021 is recommended to continue in the same manner with only additional coastal defence asset monitoring being included in line with EA advice.
- 4.2 The proposal in this region (southeast) is for Adur and Worthing Councils to continue retain the expertise to provide the Programme for the area between Selsey Bill and Beachy Head. The Programme for the remaining coastline areas is proposed will be provided by the existing local authorities at Canterbury City Council and New Forest District Council. This will retain the level of skills and knowledge within the in-house teams already in post within the three Councils.

#### **5. Engagement and Communication**

- 5.1 Extensive consultation with the EA, Local Authorities and lead stakeholders around the coast of England was undertaken throughout the development of the National Programme.
- 5.2 As part of the coastal monitoring delivery the Coastal Surveying team notifies landowners and relevant local contacts in advance of programmed surveys.

#### **6. Financial Implications**

- 6.1 The coastal monitoring team comprises 3 Full Time Equivalent (FTE) Officers. The cost of these officers together with associated equipment and operational costs will continue to be funded through the National Programme, in accordance with the EA's grant memoranda and the Service Level Agreement with New Forest District Council.
- 6.2 The only potential future unfunded financial risk would be any redundancy payments to the existing team should funding in the years beyond Phase 3 to 2027 not be granted for future phases and the staff are not able to be

transferred into any successor organisation, although TUPE arrangements would apply. If this should happen, the Council will seek funding from the EA for such costs. This risk is very low.

6.3 The National Programme Outline Business Case submitted to the Environment Agency included a number of funding options as follows;

Option 1 - Monitoring as current Phase 2 programme.

**Option 2 - Monitoring as current Phase 2 programme with added coastal structure asset monitoring - OBC Recommended Option.**

Option 3 - Reduced monitoring.

6.4 Adur District Council's and Worthing Borough Council's share of the costs which is funded by the Environment Agency through a capital grant is likely to be one of the following options:

Coastal Cell 4d	Option1		Option 2		Option 3	
	ADC	WBC	ADC	WBC	ADC	WBC
2021/22	85,092	104,001	<b>87,076</b>	<b>106,426</b>	78,286	95,682
2022/23	85,092	104,001	<b>87,076</b>	<b>106,426</b>	80,803	98,760
2023/24	96,271	117,665	<b>96,271</b>	<b>117,665</b>	89,465	109,346
2024/25	85,092	104,001	<b>87,076</b>	<b>106,426</b>	78,286	95,682
2025/26	85,092	104,001	<b>87,076</b>	<b>106,426</b>	78,286	95,682
2026/27	85,092	104,001	<b>87,076</b>	<b>106,426</b>	78,286	95,682
Totals:	521,731	637,670	<b>531,651</b>	<b>649,795</b>	483,412	590,834
Phase 3	£1,159,401		<b>£1,181,446</b>		£1,074,246	

6.5 Adur District Council's and Worthing Borough Council's Capital Investment Programmes will need to be amended to include the approved option once known. This will be addressed in a future capital monitoring report.

## **7. Legal Implications**

- 7.1 The District Council of Adur and the Borough Council of Worthing are Coast Protection Authorities under Section 1 of the Coast Protection Act, 1949 and are also Coast Erosion Risk Management Authorities under Section 2 of the Act.
- 7.2 s1 of the Localism Act 2011 empowers the Council to do anything an individual can do apart from that which is specifically prohibited by pre-existing legislation
- 7.3 Section 3(1) of the Local Government Act 1999 (LGA 1999) contains a general duty on a best value authority to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.
- 7.4 s1 Local Government (Contracts) Act 1997 confers power on the local authority to enter into a contract for the provision of making available assets or services for the purposes of, or in connection with, the discharge of the function by the local authority
- 7.5 Any expenditure on works or third party services under this scheme needs to be compliant with the Councils' contract standing order and the Public Contract Regulations 2015.

## **8. Conclusion**

- 8.1 This programme represents the continuation of over 15 years monitoring and represents a coordinated approach to the technical and economical delivery of a national network of strategic coastal monitoring for England. The programme continues to build on the model developed here in the southeast by New Forest District Council, Adur District Council, Worthing Borough Council, Canterbury District Council and the Environment Agency over many years and is considered an exemplar programme of best value, coordination and partnership working.
- 8.2 The data provided by the programme, which is free and freely available, will continue to assist us make appropriate long term decisions on future coast defence with the confidence of a thorough understanding of the mechanisms and risks of our ever changing coastline.

## **Background Papers**

- JSC 02/12/2014 National Network of Strategic Regional Coastal Monitoring Programmes (2017 to 2021)
- JSC 23/03/10 National Network of Strategic Regional Coastal Monitoring Programmes (2011 to 2016)
- JOSCS 16/03/10
- River Arun to Adur Flood and Coastal Erosion Risk Management Strategy (2010)
- Shoreline Management Plan (2006)
- Policy Statement on Flood and Coastal Defence (2009)
- Rivers Arun to Adur Coast Defence Strategy

## **Glossary:**

National Programme - National Network of Regional Monitoring Programmes

SSRCMP - Southeast Strategic Regional Coastal Monitoring Programme

NFDC – New Forest District Council

ADC - Adur District council

WBC - Worthing Borough Council

EA – Environment Agency

CCC – Canterbury City Council

## **Officer Contact Details:-**

Martyn Payne

Senior Engineer

[martyn.payne@adur-worthing.gov.uk](mailto:martyn.payne@adur-worthing.gov.uk)

## **Sustainability & Risk Assessment**

### **1. Economic**

The monitoring programme provides essential data to assist design and monitoring of coastal defences along the coastal frontage preventing erosion and flooding affecting the economic development of our places and the economic participation of our communities.

### **2. Social**

#### **2.1 Social Value**

Matter considered and no issues identified.

#### **2.2 Equality Issues**

Matter considered and no issues identified

#### **2.3 Community Safety Issues (Section 17)**

Matter considered and no issues identified

#### **2.4 Human Rights Issues**

Matter considered and no issues identified

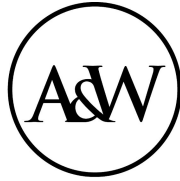
### **3. Environmental**

The monitoring programme provides essential data to assist design and monitoring of coastal defences and the management of the shingle volumes preventing erosion and flooding.

### **4. Governance**

The proposal supports a number of Council priorities across the Platforms by providing essential data to assist the management of existing coastal defences in a serviceable condition and preventing erosion and flooding.

The Council could receive criticism for backing out of a national programme which provides essential data for coastal defence management in light of the climate change and rising sea levels concerns.



ADUR & WORTHING  
COUNCILS

Joint Strategic Committee  
12 January 2021  
Agenda Item 10

Key Decision: No

Ward(s) Affected: All

## Decision Making in relation to Staffing Matters

### Report by the Monitoring Officer

#### Executive Summary

##### 1. Purpose

- 1.1. This report requests that Members consider existing governance arrangements surrounding staffing matters and current recent practice.

##### 2. Recommendations

- 2.1. The Joint Strategic Committee is recommended to note the contents of this report.

#### 3.0 Context

- 3.1 The Adur District Council and Worthing Borough Council Constitutions provide at paragraph 5.1.5 of Part 3 that the general terms and conditions on which all staff (other than the Head of Paid Service, the Chief Finance Officer and the Monitoring Officer) hold Office, is within the remit of the Joint Staff Committee.

- 3.2 However, staffing matters relating to individual Officers (other than in accordance with the Officer Employment Procedure Rules) are an Executive function. Paragraph 5.9 of Part 3 of the Constitutions provide that “Personnel and Staffing” are Executive functions and that the Leaders of the Council have determined that they be within the remit of the Executive Members for Resources.
- 3.3 Paragraph 5.9 further provides that the Executive Members for Resources may further delegate to an Officer of the Council.
- 3.4 Part 4 of the Constitution includes the Scheme of Delegations to Officers and includes Executive delegations and Non-Executive delegations. It is approved by full Council on an annual basis.
- 3.5 In part 2 of the Scheme of Delegations to Officers at paragraph 2.6.30 the Executive have delegated to the Chief Executive, Directors and Heads of Service the authority to “determine and take action in relation to all staff matters in accordance with the Officer Procedure Rules”. However, a limitation has been imposed on this authority and the scheme further states that the delegation “excludes the determination of redundancies (voluntary or otherwise) and the determination of termination of contracts of employment on the grounds of efficiency of the service”.

#### **4.0 Issues for Consideration**

- 4.1 In accordance with current constitutional provisions, Officers do not have the authority to determine decisions relating to redundancy; voluntary or otherwise, and within budget or otherwise. Further they do not have the authority to make decisions on terminating contracts of employment of Officers on the grounds of efficiency of the service. Any such decisions must be made by the Executive Members for Resources in accordance with the Executive Procedure Rules; an Officer report is published for at least 5 clear working days, which is then considered by the Executive Members who make their decision on a Decision Notice which is published and subject to call-in.

#### **5.0 Recent decisions**

- 5.1 Four decisions in respect of Redundancy or Termination of Contract on the grounds of Efficiency of the Service have unfortunately been taken recently by Officers in the mistaken belief that they had the authority to make such



decisions without recourse to the Executive Members for Resources as the services had sufficient resources to fund the redundancy costs. The decisions relate to the termination of contracts of employment in respect of:

- 1 x Payroll Assistant
- 1 x Neighbourhood Development Officer
- 1 x Principal Property Surveyor
- 1 x Learning & Development Coordinator

5.2 On each occasion Officers have unfortunately exceeded their authority, and there is a statutory requirement under s5 Local Government and Housing Act 1989 for the Executive to be advised.

5.3 Further details about the decisions and the financial implications of each decision are set out in Appendix 1 to this report which contains exempt personal information relating to an individual.

5.3 The Executive are recommended to note the contents of paragraph 5 of this report and the details contained within Appendix 1.

## **6.0 Engagement and Consultation**

6.1 Engagement and Consultation has taken place with the Monitoring Officer, the s151 Officer and the Head of Paid Service.

6.2 Advice has been provided to the Chief Executive, Directors and Heads of Service and all Human Resources Business Partners.

## **7.0 Financial Implications**

7.1 Overall the cost of the redundancies were funded from within the budgets for the services. Where the redundancies were associated with a reshaping of the service, the saving generated by the redundancy was sufficient to fund the costs of the redundancy when assessed over three years.

7.2 Financial implications associated with the individual decisions are set out in Appendix 1 to this report.

## **8.0 Legal Implications**

8.1 Legal implications are set out in the body of the report.

**Background Papers**

- Adur District Council Constitution
- Worthing Borough Council Constitution
- Local Government and Housing Act 1989

**Officer Contact Details:-**

Susan Sale

Solicitor to the Council & Monitoring Officer

01903 221119

[susan.sale@adur-worthing.gov.uk](mailto:susan.sale@adur-worthing.gov.uk)

## **Sustainability & Risk Assessment**

### **1. Economic**

Matter considered and no issues raised.

### **2. Social**

#### **2.1 Social Value**

Matter considered and no issues raised.

#### **2.2 Equality Issues**

Matter considered and no issues raised.

#### **2.3 Community Safety Issues (Section 17)**

Matter considered and no issues raised.

#### **2.4 Human Rights Issues**

Matter considered and no issues raised.

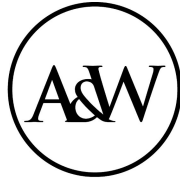
### **3. Environmental**

Matter considered and no issues raised.

### **4. Governance**

The report makes recommendations about the future decision making processes for redundancies to strengthen the governance arrangements of the Councils.

This page is intentionally left blank



ADUR & WORTHING  
COUNCILS

Joint Strategic Committee  
12 January 2021  
Agenda Item 11

Key Decision [~~Yes~~/No]

Ward(s) Affected: All Adur

## JOSC review of Adur Homes repairs & maintenance service

### Report by the Director for Communities

#### Executive Summary

##### 1. Purpose

- To provide JSC with a response to the JOSC review of Adur Homes repairs and maintenance services
- To provide an update on actions taken so far on the recommendations of the JOSC Working group

##### 2. Recommendations

2.1 The Joint Strategic is recommended to:

- Note the report
- Agree that a timeline for the implementation of the recommendations is provided to the JOSC Working Group by 31 March 2021

##### 3. Context

3.1 The Joint Overview and Scrutiny Committee (JOSC) Working Group set up to reviewed the performance and areas of work of the Repairs and Maintenance service of Adur Homes presented a report of its finds to JSC on 3 November

3.2 The Working Group report proposed a number of recommendations to be put to the Adur Executive/Adur Executive Member for Customer

Services to improve the Repairs and Maintenance service and the processes.

- 3.3 JSC agreed to receive a report in January 2021 on the issues raised by the JOSC Working Group on consideration of the implications for each recommendation contained in the Scrutiny
- 3.4 This report is the response to the JOSC Working Group conclusions and recommendations

#### **4. Response to Recommendations**

- 4.1 Adur District Council welcome the conclusions and recommendations of the Working Group and accept that the service currently delivered by Adur Homes does not reach the standard Adur Homes tenants' deserve. The Council agrees with the Working Group that the full improvement of the repairs and maintenance service is not a quick process and will take time to deliver.
- 4.2 The Council restates its commitment to bring performance levels to the standard that will make Adur Homes the pride of tenants and the Council as a whole.

**That the Council put in place a transformation programme that sets out a timetable to implement the following improvements to Adur Homes core business of the provision of social housing (Paragraph 6.3).**

- 4.3 A transformation programme, which was divided into three phases, commenced earlier in 2020. This programme has now been reviewed to ensure it is able to achieve the desired change and improvement required.
- 4.4 Problem statements have been developed in order to provide a baseline for the next phase of work. The problem statement will also ensure that there is consensus among tenants and other key stakeholders on the improvement required. The problem statement will be tested with Adur Homes tenants as part of the initial stage of our tenant engagement work. So far, four key themes have been identified (Silo working, Leadership & Governance, Customer Focus and Resistance to Change). Within these themes, the issues have been

grouped into three strands - cultural and behaviour issues, business process and practice issues, and issues involving technology.

- 4.5 Given the emphasis on cultural change that has been emphasised in both the JOSC work and the internal work on problem statements the next phase of work will focus on making sure that the right team is in place to deliver the change needed.
- 4.6 A Transformation Programme Manager is being recruited to plan, coordinate and direct the business change projects and technology led change. A Service Designer is also being recruited. Though the Service Designer will mainly support changes with the Councils, they will have a significant role in Adur Homes Transformation Programme, for instance in the customer journey mapping.

**That Adur District Council review and implement an appropriate governance structure within Adur District Council to include the appropriate senior officers responsible for delivering key Adur Homes functions (Recommendation 7.1)**

- 4.6 The Council accepts this recommendation and has already acted to ensure an appropriate governance structure is in place. The new Adur Homes governance structure now has:
- the Adur Homes Management Board (AHMB), which has been reconstituted to ensure that it reflects the diversity of Adur Homes residents.
  - the Adur Homes Operational Group (AHOG), which brings together key officers whose services influence the delivery of the Adur Homes social landlord function
- 4.7 The new AHMB, which will meet quarterly, had its inaugural meeting on Tuesday 8 December, 2020. A new Terms of Reference has been written and will be approved by the board at its next meeting on 13 February 2021. The AHOG, which will report to the AHMB, will be responsible for the operational direction set by the Board and ensure a seamless service delivery to Adur Homes residents.

**That Adur District Council ensures that an effective Planned Maintenance Programme and strategy is developed and implemented to deliver a sustainable renewal, repairs and maintenance regime (Recommendation 7.2).**

- 4.8 Adur District Council accepts this recommendation. The Council will develop and publish a five year asset management strategy in 2021-22, which will set out how the Council will deliver investment into its housing stock to ensure more properties are brought up to Decent Homes Standard. The strategy, which will be aligned with the other Council priorities in Platforms for Our Places - Going Further (e.g. decarbonisation, energy efficiency) will focus on maximising the impact of the Council's investment in terms of the quality and sustainability of housing stock and the satisfaction and wellbeing of our residents.
- 4.9 Adur Homes is currently working to ensure that capital investment in existing stock complements the Council's affordable homes ambitions. Work is progressing on an 'Employers Requirement', which will set out the standard of materials used in both repairs and new builds to ensure consistency and ease of repair. This standard which is being developed with the Major Works and Projects service who oversee new developments should be completed in Summer 2021. As part of the use of technology in the Transformation Programme, the Council will seek to implement an asset management system, which will allow Adur Homes to bring together information on responsive repairs and asset performance, creating greater visibility into asset utilisation, cost and maintenance. This information, along with the Asset Management Strategy, will be used to design a planned and cyclical maintenance regime. As part of the review into current structures, the Council will ensure that a structure exists, different from responsive repairs, to deliver planned maintenance. Discussion has started with other services within the Councils who also require a similar system to ensure consistency and a joined up approach.

**That Adur District Council identify and implement key performance measures that can be used to monitor the adequacy of service and signpost areas for improvement (Recommendation 7.3).**

- 4.10 Adur District Council accepts this recommendation. Adur Homes has already created a quarterly performance digest which will be used to track and monitor key performance areas. The performance digest will continuously be improved and is part of the standing documents on the AHMB agenda.
- 4.11 Adur District Council and Worthing Borough Council are currently working to create the relevant skills and capability within the Councils to



better collate, analyse and interpret data. This will improve how the Councils (including Adur Homes) use data to manage performance, turn information into insights and forecast trends.

**That Adur District Council continues to implement improvements to maintenance and repairs processes to ensure prompt delivery of services and value for money (Recommendation 7.4).**

4.12 Adur District Council accepts this recommendation. All teams responsible for repairs and maintenance will be brought together in Commerce Way by the Spring 2021. The Procurement Team are currently working with Adur Homes to review all existing contracts and key spend areas to ensure value for money. Customer Services are part of the ongoing work to ensure tenants get adequate and timely information on maintenance and repairs enquiries.

**That Adur District Council implemented a revised strategy to improve tenants' timely engagement with Adur Homes. This should include a revised Tenants' Manual which sets out the expectations of both tenants and Adur Homes (including such things as agreed timescales for repairs) and should involve customer journey mapping and the use of the Customer Services Effortless programme to gather customer feedback to help improve the service (Recommendation 7.5).**

4.13 Adur District Council accepts this recommendation. The Responsive Repair Policy sets out both landlords, leaseholders and tenants repairs responsibilities. The policy states timescales for carrying out Emergency, Urgent and Routine repairs. Working with the Adur Tenant Forum, we have consulted tenants on the policy. We are reviewing the draft policy based on the feedback from the consultation. A new Tenants Handbook will be created once the new Policy has been agreed.

4.14 The tenants will be actively involved in both the discovery and implementation of various parts of the Transformation Programme, including work to improve their experience of the repairs and maintenance process. The Transformation Programme will include customer journey mapping and use the learnings from the Customer Services Effortless project and Good Service Standard. This work can commence once the Transformation Manager is in post.

4.15 The first draft of the new Tenants and Leaseholders Engagement Strategy has now been produced by a joint working group of staff and tenants, facilitated by TPAS a not-for-profit organisation which represents tenants across the Country. The draft strategy will also be tested with a wider group of tenants. The problem statement, which will set the provide a baseline for the next phase of the improvement work be tested with Adur Homes tenants.

**Continue to improve the voids process which both increases the revenues to Adur Homes but also more importantly reduces the waiting list for social housing (Recommendation 7.6).**

4.16 A new voids process has been implemented. The new process includes 'pre-void inspection' once an end of tenancy notice is received. This will ensure repairs are identified and scheduled earlier so that they can start immediately when the property becomes vacant, or before it becomes void if appropriate. Voids repairs and the lettings process will now run concurrently to ensure a tenant is ready to sign up at the end of the voids repairs. A new system has been introduced to monitor progress of the new process and officers meeting fortnightly to review progress on each void and unblock issues. The new process also tracks revenue loss from rent and council tax payments and will use this to make a decision on the most efficient way to return a void property into use, especially with long term voids. We will also define a new void standard and checklist to ensure consistency in voids signed off ready to let.

**That the JOSC agrees to keep this Working Group constituted for monitoring purposes (Recommendation 7.7).**

4.17 Adur District Council accepts this recommendation. While the AHMB will have oversight and scrutiny of all Adur Homes business, the Working Group oversight on repairs and maintenance will bring the required assurance and feedback on the work to improve this area of service.

**Provide a timeline for implementation of the recommendations**

4.18 The Council agrees to provide a timeline for the implementation of the recommendations. However most of the essential improvements actions are within the Transformation Programme. Recruitment of a Transformation Programme Manager and Service Designer has

commenced and discussions with other services within the Council who will part in the changes has also started. The Council expects to be able to provide clear milestones and timeline by 31 March 2021 and before the meeting with the JOSC Working Group on Repairs and Maintenance.

## 5. Engagement and Communication

- 5.1 The Adur Homes leaseholders and tenants will be actively involved in both the discovery and implementation of various parts of the Transformation Programme, including work to improve their experience of the repairs and maintenance process. The Transformation Programme will include customer journey mapping.
- 5.2 Regular reporting on the Transformation Programme will be presented to the AHMB.

## 6. Financial Implications

- 6.1 The Housing Revenue Account has an overall 2020/21 revenue budget of £2.7m for day to day repairs.
- 6.2 In addition, within the capital programme there are budgets of £19.9m for major works to the Adur Homes properties (excluding budgets for new properties) over the next three years.

	2020/21	2021/22	2022/23	Total
	£	£	£	£
Major repairs and improvements	6,038,610	8,251,000	5,600,000	19,889,610

The focus for the programme at the moment is fire safety and external repairs as identified by the condition surveys.

- 6.3 Overall the HRA has a budgeted deficit of £493,280 for 2020/21, and is expected to continue to make losses of over the next two years in the region of £0.5m for 2021/22 and £250,00 for 2022/23. This deficit is the legacy of the rent limitation regime for the period 2015/16 - 2019/20. Whilst rent limitation benefitted tenants, it compromised the financial viability of the HRA and limited the level of investment into Council homes that could be afforded from within the overall budget.

- 6.4 Consequently, any changes to the management of repairs needs to be funded from within the existing budgets otherwise the HRA will be placed under additional strain.

## **7. Legal Implications**

- 7.1 Within their terms of reference JOSC may make reports and/or recommendations to the Executive in connection with the discharge of any functions on any matters affecting the Council's area or its inhabitants and make recommendations to the Executive arising from the outcome of the scrutiny process.
- 7.2 Section 111 of the Local Government Act 1972 grants the Council power to do anything that is calculated to facilitate ,or which is conducive or incidental to, the discharge of any of their functions.
- 7.3 Section 1 of the Local Government ( Contracts) Act 1997 provides that every statutory provision conferring or imposing a function on a local authority confers the powers on the local authority to enter into a contract with another person for the provision or making available of assets or services, for the purposes of ,or in connection with, the discharge of the function by the local authority.

### **Background Papers**

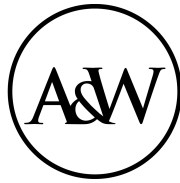
- JOSC Review of Adur Homes Repairs and maintenance service - JSC Report 3 November 2020

### **Officer Contact Details:-**

Akin Akinyebo

Head of Housing

[akin.akinyebo@adur-worthing.gov.uk](mailto:akin.akinyebo@adur-worthing.gov.uk)



ADUR & WORTHING  
COUNCILS

Joint Strategic Committee  
12 January 2021  
Agenda Item 12

Key Decision [Yes/No]

Ward(s) Affected: All Adur

## Update on the future of Adur Leisure contract award

### Report by the Director for the Economy

#### Executive Summary

##### 1. Purpose

- 1.1 This report updates members of the Committee on progress toward the Direct Award of the provision of leisure services in Adur to South Downs Leisure Trust and to secure agreement to the Council providing a financial indemnity to South Downs Leisure Trust to reflect the risks associated with operation of the leisure facilities.
- 1.2 This report is being brought forward for a decision as it is necessary to provide an indemnity in excess of the limit associated with delegated authority. The outcome as a result of this decision will be finalising the Direct Award and the re-opening of the leisure facilities in Adur at the soonest opportunity.

##### 2. Recommendations

- 2.1 The Joint Strategic Committee is asked to:
  - i) note progress toward the Direct Award of the provision of leisure services in Adur to South Downs Leisure Trust; and to approve the

contractual and appropriate financial indemnity (the commercially sensitive details of which are set out in detail in a confidential appendix under item 16 of this Agenda) to South Downs Leisure Trust to reflect the risks associated with operation of the leisure facilities.

- ii) To note that in the event that this liability arises, the Council will have to draw down from the working balance to fund these costs; with the Council having the contractual ability to recover either in whole or in part any payments made under the indemnity from the contractual risk reserve at the end of the 5 year period.

### **3. Context**

- 3.1. The background to this report is the successful conclusion of contractual discussions between the Council and South Downs Leisure Trust to secure the re-opening and operation of the 3 main leisure facilities in Adur District under the terms of a 5 year contract with SDLT. This follows a decision at November 3<sup>rd</sup> 2020 Joint Strategic Committee whereby members of the Committee conferred delegated authority to the Director for the Economy to make a Direct Award to South Downs Leisure Trust in consultation with the Executive Member for the Environment and the Leader of the Council.
- 3.2. It is noted that at the time of writing this report, Leisure Services have again been locked down, and with each passing month, the indemnity risk does decrease. However if authorised by this Report, SDLT can enter and prepare facilities, with a view to opening up as soon as this further lock down comes to an end.

### **4. Issues for consideration**

- 4.1. During the course of these discussions, legal advice established that whilst many of the potential risks associated with operating the new contract are classed as 'low' or 'medium' in terms of their likelihood, the ability of SDLT to address any 'worst case' scenario is limited in financial terms and the Council is better placed to manage such risks which in theory at least, could undermine SDLT's operational delivery of leisure services.

- 4.2. To ensure that the Council's commitment is manageable, a cap on the Council's indemnity is proposed and some of the mitigations which reduce the risk still further are already known to have been enacted (the commercially sensitive details associated with managing of which are set out in detail under item 16 of this Agenda).
- 4.3. The need for an indemnity has been identified through contractual discussions. The alternative of not planning to manage these risks is not a realistic or financially responsible option and would jeopardise the re-opening of Adur's leisure facilities.

## **5. Engagement and Communication**

- 5.1. This decision is commercially sensitive and therefore not subject to wider consultation.

## **6. Financial Implications**

- 6.1. The Council has previously released funding of £717,870 for the costs associated with Leisure provision within Adur in 2020/21 including the new contractual payments. This is £582,870 more than the original budget and has been funded from the Covid 19 emergency grants that the Council has received to date.
- 6.2. Since this time, the Sports Council has announced that Adur District Council can apply for funding up to £110,000 from the National Leisure Recovery Fund. An application is currently being finalised. If successful, this will help fund part of the additional costs incurred during the current financial year. In parallel to this an application is also being made on behalf of Worthing Borough Council for funding up to £200,000.
- 6.3. The current position is that the Trust has recently taken occupation of the buildings under a 'tenancy at will'. Under the tenancy at will, the Council will retain responsibility for certain costs such as the utilities associated with the buildings before they are opened. Consequently, any delay to opening the buildings, due to the introduction of Tier 4 restrictions, may result in the Council incurring unplanned additional costs. However, this should be able to be accommodated within the existing budgets especially if the Council is successful in its external funding bid. An update on the financial impact of the new contractual arrangements will be provided in the regular budget monitoring reports that the Councils receive.

- 6.4. Contained within the confidential appendix are further details regarding the financial implications of the proposed indemnity.

## **7. Legal Implications**

- 7.1. Section 1 of the Localism Act 2011 empowers the Council to do anything an individual can do apart from that which is specifically prohibited by pre-existing legislation.
- 7.2. Section 3(1) of the Local Government Act 1999 (LGA 1999) contains a general duty on a best value authority to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.
- 7.3. s1 Local Government (Contracts) Act 1997 confers power on the local authority to enter into a contract for the provision of making available assets or services for the purposes of, or in connection with, the discharge of the function by the local authority
- 7.4. In making the direct award to SDL the Council has considered the Cabinet Office Procurement Policy Note 01/20, and has previously set out in the November JSC Report to Members the urgent need for an alternative leisure provider for the wellbeing of Adur residents, against the usual time frames required for procurement of a leisure provider.
- 7.5. Further confidential legal advice is contained within the appendix to this report.

### **Background Papers**

- Report to the Joint Strategic Committee dated 3rd November 2020 - Re-Opening Adur's Leisure Facilities
- Report to Joint Strategic Committee 8th September 2020 - COVID-19 Response to ACL Insolvency - Adur Leisure Sites
- Procurement Policy Note 01/20 dated March 2020

### **Officer Contact Details:-**



Martin Randall  
Director for Economy  
01903 221209  
[martin.randall@adur-worthing.gov.uk](mailto:martin.randall@adur-worthing.gov.uk)

## **Sustainability & Risk Assessment**

### **1. Economic**

The pandemic has had a major impact on the wider economy and has made operating conditions in the leisure sector challenging. Remaining limitations on operating leisure facilities will need to be taken into account in any financial plan for re-opening facilities.

### **2. Social**

#### **2.1 Social Value**

The pandemic has had a major impact on the lives of individuals, families and our communities. Leisure and its relationship with health and well being will be of vital importance to local communities as we recover.

#### **2.2 Equality Issues**

The pandemic has had a disproportionate impact on some communities and this will need to be reflected in our recovery planning for leisure.

#### **2.3 Community Safety Issues (Section 17)**

The pandemic has raised a number of community safety issues both direct and indirect. Leisure, health and well being have an important role to play in this regard.

#### **2.4 Human Rights Issues**

Matter considered and no issues raised.

### **3. Environmental**

The environmental impact of leisure provision is an increasingly important consideration and encompasses aspects such as travel and the management of buildings and facilities.

### **4. Governance**

Governance advice will be sought from the Council's Monitoring Officer and S151 Officer at each stage of the process.

Reopening the facilities at the earliest possible opportunity will enhance the Council's reputation with the community.



ADUR & WORTHING  
COUNCILS

Joint Strategic Committee  
12 January 2021  
Agenda Item 13

Key Decision [~~Yes~~/No]

Ward(s) Affected: All Adur

## **Motion referred from Adur District Council**

## **Report by the Director for Communities**

## **Executive Summary**

### **1. Purpose**

- 1.1. This report sets out a motion (attached as Appendix 1) referred from the meeting of Adur District Council on the 29th October 2020.
- 1.2. Members of the Joint Strategic Committee are asked to consider and determine the Motion.
- 1.3. Members can either support the motion and ask for further work to be carried out in this regard, or, members can reject the motion.

### **2. Recommendations**

- 2.1. That the Joint Strategic Committee support the motion and determine how further work is carried out; or,
- 2.2. That the Joint Strategic Committee reject the motion.

### **3. Context**

- 3.1. At its meeting on the 29th October 2020, Adur District Council received a motion from Councillor Lee Cowen, seconded by Councillor David Balfe, details of which can be found at Appendix 1.
- 3.2. The motion submitted to Council contained subject matter that is within the remit of the Joint Strategic Committee, as defined in para 14.4.1 of the Council's Procedure Rules. Therefore, it was moved and seconded, immediately noted by the Council and referred without debate to the Joint Strategic Committee for consideration and determination.
- 3.3. Where a motion has been referred by Full Council to the Joint Strategic Committee, the mover, or the seconder in the absence of the mover, shall be entitled to attend the relevant meeting of the Executive and explain the motion. Councillor Lee Cowen has been made aware that the motion has been referred to this Committee.

### **4. Issues for consideration**

- 4.1. The Joint Strategic Committee can either support or reject the motion.
- 4.2. If the Joint Strategic Committee supports the motion, then the Committee should ask Officers to prepare a further report on the substantive issues to be presented at a future meeting of the JSC.

### **5. Financial Implications**

- 5.1. There may be direct financial implications in future depending on the course of action the Joint Strategic Committee wishes to take.

### **6. Legal Implications**

- 6.1. Rules concerning motions are set out in the Council's Constitution under paragraph 14 of the Council's Procedure Rules.

## **Background Papers**

Motion to Adur District Council on 29 October 2020

### **Officer Contact Details:-**

Neil Terry

Democratic Services Lead

01903 221073

[neil.terry@adur-worthing.gov.uk](mailto:neil.terry@adur-worthing.gov.uk)

This Council notes that:

- The Government has published the 'Planning for the Future' White Paper and an associated document "Changes to the current planning system" that brings forward some more immediate changes to the planning system.
- These proposals substantially alters the planning system in Adur.
- The Royal Institute for British Architects has called the proposals "shameful" and added they "will do almost nothing to guarantee delivery of affordable, well designed and sustainable homes". RIBA has also said that the proposals could lead to the next generation of slum housing.
- The changes are opposed by the all-party Local Government Association.
- The issue of land banking is not addressed in the White Paper, even though research by the Local Government Association has demonstrated that there are existing planning permissions for more than one million dwellings across the UK that have not yet been started.
- For all its imperfections, the traditional planning system administered by local authorities allows for significant local democratic input into future development and gives local people a say in planning proposals that affect them.

This Council resolves that:

1. It objects to the further centralisation of the planning process, which would undermine the work of this council and severely weaken the Local Plan.
2. It objects to the "standard method for establishing housing requirement figures", which has been described by some Councils as a "mutant algorithm". The changes would increase Adur's 20-year housing target from 248 per year to an unsustainable 326.
3. It objects to the zoning of land, which would allow certain developments to happen without the need for a formal planning application. This change would risk unregulated sprawl and unsustainable developments.
4. It objects that affordable housing would no longer be sought on sites (not deemed designated rural areas) of up to 40 or 50 new properties. The changes would seriously diminish the amount of social rent and affordable housing built in Adur and do nothing to tackle the issues associated with second homes and empty properties.

5. It objects to the extension of “permission in principle” to larger housing developments, which would further undermine local democracy and the transparency of the local planning system.
6. It registers its enormous concerns regarding proposals to extend Permitted Development rights particularly through the watering down of ‘change of use’ and how this will affect our ability to support the high street.
7. It registers its concerns that the UK Government is failing to address the issue of land banking.
8. Adur District Council writes to Tim Loughton MP, urging him to oppose the Government's proposals and to seek their withdrawal and that any future planning system requires primary legislation.

**Proposer Cllr Lee Cowen**  
**Seconder Cllr David Balfe**

Document is Restricted



This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank