

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

Council Chamber, Worthing Town Hall

7 September 2021

Councillor Daniel Humphreys (Chairman)

Adur District Council:	Worthing Borough Council:
Councillor Neil Parkin	Councillor Kevin Jenkins
*Councillor Angus Dunn	Councillor Edward Crouch
*Councillor Brian Boggis	Councillor Heather Mercer
Councillor Kevin Boram	Councillor Elizabeth Sparkes
Councillor Emma Evans	Councillor Sean McDonald
Councillor Carson Albury	

** Member not present*

Other Members Present

Adur District Council:-	Councillor Lee Cowen
Worthing Borough Council:-	Councillor Carl Walker

JSC/29/21-22 Declarations of Interests

Cllr Ed Crouch declared an interest in Item 10 as a Board Member for Worthing Homes and a neighbour of the Rowlands Road property.

Cllr Kevin Jenkins declared an interest in Item 6 as the Council's representative on the Broadwater Community Association.

JSC/30/21-22 Minutes

Resolved that the minutes from the Joint Strategic Committee meeting held on 13 July 2021, were approved as an accurate record and signed by the Chairman.

JSC/31/21-22 Public Question Time

The following question was received from Anne Younger, an Adur resident:-

In developing its delivery plan for the Health and Wellbeing strategy (2021- 2024) and in recognition that we humans are part of and need nature, will the council ensure the climate emergency is factored in throughout, with tangible objectives, targets, and

specific goals? For example: 1.The definition of “Good Work” could include work that is carbon neutral in its outputs (as a necessary but not sufficient requirement for a future for people) and 2. Where the council is awarding contracts to "generate outdoor provision" to require explicit supplier commitments to improve natural capital?

The Chairman replied that both Adur and Worthing Councils had declared a Climate Emergency and were working towards net zero whilst having a number of other programmes in train with all strategies feeding down from the Councils Platforms document. Through the strategies delivery plan, the Councils will make reference to the work being done in relation to the climate emergency and the Councils sustainability programme along with commitments to work with suppliers on the types of objectives highlighted.

Ms Younger asked a supplementary question seeking assurance that cross departmental working would be taken seriously in respect of the climate emergency.

The Chairman replied that all departments within the Councils were well aware of these issues and contributed to this work whenever it was relevant for them to do so.

JSC/32/21-22 Items Raised under Urgency Provisions

There were no items raised under urgency provisions.

JSC/33/21-22 1st Quarter Revenue Monitoring Report 2021/22

Before the Committee was a report by the Director for Digital, Sustainability & Resources, copies of which had been circulated to all Members and a copy of which is attached to the signed copy of these minutes as Item 5.

The report updated the Joint Strategic Committee with the latest expenditure and income projections for each Council in the current financial year 2021/22, compared to the Revenue Budget approved by both Councils in February. Whilst the 'spend to date' would be the position as at the 30th June 2021, the forecast position would reflect the latest information available to ensure an up-to-date forecast is presented.

As at quarter 1, the current projection for the 2021/22 financial year was net operational budget overspends of £58,000 in Adur and £762,000 in Worthing. Government funding in the form of grants and the Income Guarantee Scheme would offset this and it was currently estimated that the outturn position would be net underspends of £101,000 in Adur and £7,000 in Worthing. A breakdown of these figures was set out in section 4.4 of the report.

A member sought clarification as to how the increased pressure on housing , an increase in caseload of 3 per month, would be monitored. Officers advised that current modelling identified an expected increase in pressure on housing resulting from the impact of the end of furlough and the abolition of section 21 notices once the 4 month period expired in September. Officers confirmed that the modelling would be reviewed regularly throughout the year.

The recommendation was proposed by Councillor Elizabeth Sparkes, seconded by Councillor Neil Parkin and unanimously supported.

Decision

The Joint Strategic Committee noted the report and projected outturn position for the Joint Committee, Adur District Council and Worthing Borough Council against the approved revenue budgets and proposed use of reserves (Appendix 1b and 2b).

Call In:

The call-in deadline for decision will be 5.00pm on 17 September 2021.

JSC/34/21-22 1st Quarter Capital Investment Programme & Projects Monitoring 2021/22

Before the Committee was a report by the Director for Digital, Sustainability and Resources copies of which had been circulated to all Members and a copy of which is attached to the signed copy of these minutes as Item 6.

The report updated the Joint Strategic Committee on the progress made on the 2021/22 Capital Investment Programmes for Adur District Council, Worthing Borough Council. The programmes included schemes which supported the delivery of services by the Joint Strategic Committee.

A member highlighted the procurement of an irrigation system at Lancing Manor Bowls Club and sought clarification in relation to the virement of budgets between projects. Officers informed Members that it was possible to vire from one budget to another as long as the correct approvals were in place. It was also noted that Adur Council was working closely with the allotments society to identify a whole series of improvements that can be made. However, with time a factor in this spend, it was important to make sure that monies were spent appropriately within a suitable time period. It was therefore felt, that within the broad parameter of open spaces improvements, that the next available scheme was the Lancing Manor Bowls Club. This didn't mean that the Council won't be spending in relation to the allotments society but would be working up a plan with them which would be subject to subsequent expenditure.

Clarification was sought in relation to the proposed equipment replacement in the Grafton Car Park and the Hammer Cage replacement for South Downs Leisure (SDL). Officers advised that the Hammer Cage replacement was under the jurisdiction of the Worthing Harriers Athletics Club. The land was leased to SDL who in turn allowed Worthing Harriers Athletics Club to use this space. The use of the cage for hammer and discus throwing needed to be overseen by properly trained coaches which the athletics club was able to provide and manage. In respect of the replacement of equipment in the Grafton Car Park, the key was Health & Safety and ensuring that the car park was safe for the public to use.

The Executive Member for Regeneration acknowledged that the Worthing Rotunda Refurbishment, outlined in para 7.3.3 of the report, was required and that a solution was needed for this work. However, he was disappointed with the proposal to use the Worthing Parades Improvement Budget to fund this work as the Council had given a commitment in 2020 to improve Worthing's neighbourhood parades. As a result, the Council had drawn down 2 years of money to complete that work with the first phase taking forward the 4 parades at Broadwater, Findon, Goring and out to the Strand. It had

always been the intention for there to be a second phase and he did not feel it was the right time to divert funds from the project.

Therefore, it was proposed by Cllr Jenkins and seconded by Cllr Humphreys that the Committee did not approve the refurbishment of the Worthing Rotunda funded from the underspend in the Worthing Parades Improvements Budget as set out in recommendation b(iii) of the report and that funding for the Rotunda Refurbishment Work be sought from elsewhere. The amendment was supported unanimously by the Committee.

The Committee also requested that a wider review of funding for community facilities be undertaken. Officers agreed to review the returns on investment and report back to a future meeting.

The recommendations, as amended, were unanimously supported.

Decision

The Joint Strategic Committee:

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

- i) noted the reprofiling of the Adur District Council capital schemes as advised in paragraphs 7.2.1 and Appendix 3.
- ii) noted the addition of the Lancing Manor Bowling procurement of an irrigation system to the 2021/22 Capital Investment Programme as detailed in paragraph 7.2.3.
- iii) noted the S106 receipt of £17,450 for the improvement of the Southlands Hospital Play Area and the addition to the 2021/22 Capital Investment Programme of the improvement works as advised in paragraph 7.2.4.
- iv) approved the replacement of the Transport Workshop HGV vehicle lift replacements funded from underspends in the Street Cleansing Vehicle Replacement Budget, and the addition of the scheme to the 2021/22 Capital Investment Programme as detailed in paragraph 7.1.1.
- v) approved the replacement of the Transport Fleet Management System funded from the budget a replacement Bereavement Services Vehicle and the addition of the project to the 2021/22 Capital Investment Programme as detailed in paragraph 7.1.2.
- vi) noted the bringing forward of the budget for the Lancing Manor Leisure Centre Car Park access reconstruction and security improvements to 2021/22 as detailed in paragraph 7.4.1.
- vii) noted the revised decarbonisation programme and approved the release of up to £118,050 funding from the Capacity Issues Reserve to address the financial pressures within the decarbonisation scheme as outlined in paragraph 4.2.1.

- viii) approved the additional funding of £50,000 for the Southwick Football Club to be used as match funding for the demolition of the existing buildings to enable the new tenant to redevelop the site as outlined in paragraph 7.2.5.
- b) **With respect to the Capital Investment Programme of Worthing Borough Council**
 - i) noted the reprofiling of the Worthing Borough Council capital schemes as advised in paragraphs 7.3.1 and Appendix 4.
 - ii) approved the replacement of Grafton MSCP essential payment equipment and entry / exit barriers funded from underspends in the High Street and Buckingham Road MSCP equipment replacements, and the addition of the project to the 2021/22 Capital Investment Programme as detailed in paragraph 7.3.2.
 - iii) noted the addition of the Church House Grounds Bowling Green procurement of an irrigation system to the 2021/22 Capital Investment Programme as detailed in paragraph 7.3.4.
 - iv) approved the replacement of the Worthing Leisure Centre Hammer / Throws Cage funded from the Play Area Equipment Budget, and the addition of scheme to the 2021/22 Capital Investment Programme as detailed in paragraph 7.3.5.
 - v) approved the replacement of the Transport Workshop HGV vehicle lift replacements funded from underspends in the Street Cleansing Vehicle Replacement Budget, and the addition of the scheme to the 2021/22 Capital Investment Programme as detailed in paragraph 7.1.1.
 - vi) approved the replacement of the Transport Fleet Management System funded from the budget a replacement Bereavement Services Vehicle and the addition of the project to the 2021/22 Capital Investment Programme as detailed in paragraph 7.1.2.
 - vii) noted the bringing forward of the budgets for the Broadwater Parish Rooms replacement electrics and heating system to 2021/22 as detailed in paragraph 7.4.2.

Call In:

The call-in deadline for decision will be 5.00pm on 17 September 2021.

JSC/35/21-22 Joint Annual Treasury Management Report 2020-21 for Adur District Council and Worthing Borough Council

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

This report asked Members to note the Treasury Management performance for Adur and Worthing Councils for 2020/21 as required by regulations issued under the Local Government Act 2003.

It was noted that the Joint Governance Committee had received the report, prior to it being brought to the Joint Strategic Committee, where it had been reviewed in depth.

Decision

The Joint Strategic Committee noted the annual report.

Call In:

The call-in deadline for decision will be 5.00pm on 17 September 2021.

JSC/36/21-22 HealthyAW: Developing the new Health & Wellbeing Strategy (2021-2024)

Before the Committee was a report by the Director for Communities, copies of which had been circulated to all Members and a copy of which is attached to the signed copy of these minutes as Item 8.

The report presented 'HealthyAW 2021-2024', which set the Council's focus for health and wellbeing in Adur and Worthing and the Councils' ambition for thriving communities and places. This built upon the previous [Public Health Strategy 2018 - 2021](#) and was set for two and a half years to be aligned to the overarching [West Sussex County Council's Health and Wellbeing Strategy](#).

Adur and Worthing Councils had played an important leadership role in health and wellbeing for many years, using its influence with its partners and its work with communities and businesses to affect change. It formed a key commitment to be creative and bold to create more thriving communities and places.

The District and Borough Councils held key responsibilities and opportunities with regards to public health, with respect to provision of housing, public realm and green spaces and furthermore the work on the Climate Emergency. The Councils' Thrive platforms were a key element of their work on wellbeing. More generally the Councils' roles as leaders of place meant that they could and should be putting the wellbeing of their communities at the heart of what they do.

This strategy had been written to reflect some of the national and local challenges the Councils faced, and built on the learning from COVID-19. It was a post-pandemic strategy for health and wellbeing and aimed to build greater fairness into its work, to double down on inequalities and ensure that whilst it was working with all of its communities it was working more with those that had been hardest hit. Importantly it built on the community spirit and action that the Councils had seen in communities and sought to amplify this through more participatory approaches.

HealthyAW built on and around the ambitions in Platforms for our Places, by creating the conditions for people to thrive. It had been shaped by national and local data around health, and the communities response to the COVID-19 pandemic.

The strategy set out some key principles for how the Councils' wanted to do this work and proposed three high level ambitions for the broad direction of it, which had been shaped through engagement with partners, staff and communities:

- 1.1. **To improve health and wellbeing for all, focusing mostly on our communities with the poorest health and wellbeing**
- 1.2 **To create places, spaces and environments that promote and enable good health and wellbeing**
- 1.3 **To promote stronger community resilience in our communities and our workforce**

The adoption of the strategy would provide the focus for the Councils' efforts for the next two and half years. The details for this work would be set out in a delivery plan to be shaped in the Autumn.

Members welcomed the proposed strategy and looked forward to receiving the delivery plan at the JSC meeting in November 2021.

The Committee also wished to place on record its thanks to Councillor Simmons for all his work on the Health & Wellbeing portfolio and for his work supporting Councillor Boram into his role as portfolio holder.

Decision

The Joint Strategic Committee

- i) considered and approved the adoption of HealthyAW as the Councils Health & Wellbeing Strategy for 2021-2024; and
- ii) noted the development of a delivery plan to be developed in Autumn 2021.

Call In:

The call-in deadline for decision will be 5.00pm on 17 September 2021.

JSC/37/21-22 Recommissioning of advice provision

Before the Committee was a report by the Director for Communities, copies of which had been circulated to all Members and a copy of which is attached to the signed copy of these minutes as Item 9.

Generalist advice was an important service that was provided across West Sussex. The current contract for this work was held and delivered by Citizens Advice and included work around optimising benefit claims for the Councils' communities and a free drop in advice service for its communities in locations in Adur and Worthing.

The service had provided a vital response to the ongoing impacts of the COVID pandemic, where increasing numbers of local residents were facing challenges in relation to insecure housing, financial sustainability and accessing appropriate support. All of which made the work of an advice service even more necessary for the next contracting period. During the current contract, Citizens Advice had also secured additional funding sources for specific projects to bolster their core programme, including work around housing support and Covid related champions.

This work formed an important part of AWC's 'Platforms', and to the Councils' pandemic response and recovery plans to support its most vulnerable communities in relation to advice, and financial capability work as evidenced in the JSC report 'Proactive interventions to support local income residents' (July 2021).

The report included key data from the service to demonstrate its reach and impact. In addition, work was also being carried out across the Councils' departments to ensure this service was aligned to the changing needs of its communities now and into the future as a result of the pandemic, ensuring a good reach across all the Councils' communities and especially to those experiencing poverty and hardship, and inequality.

The current contract for this service was due to expire in April 2022, after a period of three years. Discussions were being held with WSCC about the reprocurement of this work.

Members of the Joint Strategic Committee were asked to consider and approve arrangements for West Sussex County Council to procure a generalist community advice and support service on behalf of the County Council and all other District and Borough Councils in West Sussex from April 2022.

Decision

The Joint Strategic Committee

1. Endorsed a new contract for Citizens Advice on the basis of a 3+3+1 year agreement; and
2. Supported the proposed allocation of funds of ADC £83,824 and WBC £79,829 per annum for the contract period 2021-2028.

Call In:

The call-in deadline for decision will be 5.00pm on 17 September 2021.

*** At 7.28pm, Councillors Parkin, Boram and Evans left the meeting in accordance with the Joint Committee Agreement.**

JSC/38/21-22 Downview and Rowlands Road update

Before the Committee was a report by the Director for the Economy, copies of which had been circulated to all Members and a copy of which is attached to the signed copy of these minutes as Item 10.

The report provided an update to members on the development of Rowlands Road and Downview Road and the expected savings to the Council.

The Committee was advised that the figure of £387,826 shown in recommendation 2.2 was incorrect and should have been £378,500.

The report sought approval for the release of a further sum of £378,500 from the unallocated temporary accommodation capital budget for Rowlands Road to meet affordable housing needs.

The report proposed that Worthing Borough Council become a Registered Social Landlord for the purpose of attracting Homes England / Ministry of Housing, Communities and Local Government funding towards the provision of new temporary and emergency accommodation noting that there was no intention or need to have a separate accounting system or Housing Revenue Account.

Members sought assurance in relation to the survey work undertaken at outset, whether the costs per unit represented good value and whether registering as a social landlord would be beneficial in the long term. Officers assured Members that the feasibility survey work undertaken had been robust, highlighting that there were more unknowns with refurbishment projects than with new build; that investment in temporary accommodation was good value for the community and that registering as a social landlord provided a seat at the table to engage and access wider funding available. It was also noted the Council would benefit from not having to pay stamp duty as a Registered Social Landlord.

Members welcomed the proposals which were unanimously supported by the Committee.

Decision

The Joint Strategic Committee

1. noted the contents of the report;
2. approved the release of further net budget for Rowlands Road of £378,500, to fund the increased costs associated with the refurbishment contract from the unallocated temporary accommodation budget;
3. authorised the registration of Worthing Borough Council as a Registered Social Landlord and recommended to Worthing Full Council that it approved the Registration of Worthing Borough Council as a Registered Social Landlord; and
4. authorised the Monitoring Officer to make consequential amendments to the Constitution arising from the registration above.

Call In:

The call-in deadline for decisions 1, 2 and 4 will be 5.00pm on 17 September 2021.

There is no call-in for recommendation 3 to Worthing Council.

JSC/39/21-22 Protecting our Coastline - Worthing Coastal Protection Scheme

Before the Committee was a report by the Director for the Economy, copies of which had been circulated to all Members and a copy of which is attached to the signed copy of these minutes as Item 11.

The report provided an update to members on the revised approach to the Worthing Coastal Protection Scheme following the Environment Agency (EA) peer review of the submitted Outline Business Case (OBC) and subsequent consultation with Senior WBC Officers.

The revised approach would amend the implementation of a large scale coast protection scheme for the Worthing frontage in favour of a two phased approach; a more immediate capital maintenance project (Phase 1) to repair and extend the life of existing groynes as

well as shingle beach nourishment in the Town Centre area, followed by revisiting the Strategic Outline Case (SOC) for a larger scale groyne replacement scheme (Phase2) within ten years time.

The Committee welcomed the proposals, acknowledging that it had been a statutory requirement to undertake the earlier survey work in 2019 which had helped to inform future work with the Environment Agency to benefit the town through the protection of the coastline and homes.

Decision

The Joint Strategic Committee

- I) noted the progress and revised approach for delivery of the Worthing Coastal Protection Scheme;
- II) recommended that Worthing Council amend the 2021/22 Capital Investment Programme to include the revised Phase 1 capital project for structural works to the groynes and shingle nourishment work; and
- III) approved the delegation to the Head of Facilities & Technical Services in consultation with the Executive Member for Regeneration to enter a Memorandum of Understanding (MoU) with the Environment Agency, following Phase 1, to commence works on revisiting the Strategic Outline Case (SOC) for the Phase 2 larger scale groyne replacement scheme.

Call In:

The call-in deadline for decisions I and III will be 5.00pm on 17 September 2021.

There is no call-in for recommendation II to Worthing Council.

The meeting was declared closed by the Chairman at 8.01 pm, it having commenced at 6.30 pm

Chairman