



ADUR & WORTHING
C O U N C I L S

7 March 2023

Joint Overview & Scrutiny Committee

Date:	16 March 2023
Time:	6.30 pm
Venue:	The Gordon Room, Worthing Town Hall

Committee Membership:

Adur District Council: Councillors; Joss Loader (Adur Chair), Mandy Buxton (Adur Vice-Chair), Carol Albury, Tony Bellasis, Ann Bridges, Paul Mansfield, Sharon Sluman and Debs Stainforth

Worthing Borough Council: Councillors; Jon Roser (Worthing Chairman), Dan Hermitage (Worthing Vice-Chairman), Cathy Glynn-Davies, Margaret Howard, Ibsha Choudhury, Daniel Humphreys, Heather Mercer and Elizabeth Sparkes

Agenda

Part A

1. Declaration 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. Substitute Members

3. Confirmation of Minutes

To approve the minutes of the Joint Overview and Scrutiny Committee meeting held on 16 February 2023, copies of which have been previously circulated.

4. Public Question Time

So as to provide the best opportunity for the Committee to provide the public with the fullest answer, questions from the public should be submitted by 12.00pm Monday 13 March 2023.

Where relevant notice of a question has not been given, the person presiding may either choose to give a response at the meeting or respond by undertaking to provide a written response within three working days.

Questions should be submitted to Democratic Services
democratic.services@adur-worthing.gov.uk

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

5. Members Questions

Councillors who are not members of this committee can ask questions under CPR 12 Questions should be relevant to the committee where the question is being asked and also relevant to an item on the agenda. Please contact Democratic Services for more information

Members' question time is 30 minutes and questions should be submitted no later than **12:00pm on Monday 13 March 2023**.

6. Items Raised Under Urgency Provisions

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

7. Consideration of any matter referred to the Committee in relation to a call-in of a decision

8. Annual Feedback report from meetings of West Sussex Health & Adult Social Care Scrutiny Committee (HASC) (Pages 5 - 18)

To consider a report by the Director for Digital, Sustainability and Resources, copy attached as item 8

9. Interview with Adur Cabinet Member for Regeneration & Strategic Planning (Pages 19 - 22)

To consider a report by the Director for Digital, Sustainability and Resources, copy attached as item 9

10. JOSOC Work Programme setting 2023/24 (Pages 23 - 40)

To consider a report by the Director for Digital, Sustainability and Resources, copy attached as item 10

11. Annual review report on the work of the Worthing BID (Pages 41 - 52)

To consider a report by the Director for Digital, Sustainability and Resources copy attached as item 11 and a presentation and report from the Worthing Town Centre Manager.

12. Worthing Cabinet Member for Resources

As requested at the meeting on 19 January 2023, the Committee will interview and question the Worthing Cabinet Member for Resources about car parking charges.

13. Interview with Worthing Cabinet Member for Regeneration (Pages 53 - 58)

To consider a report by the Director for Digital, Sustainability and Resources, copy attached as item 13

Recording of this meeting

The Council will be livestreaming the meeting, including public question time. The 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:
Simon Filler Democratic Services Officer 01903 221438 simon.filler@adur-worthing.gov.uk	Joanne Lee Head of Legal Services & Monitoring Officer 01903 221134 joanne.lee@adur-worthing.gov.uk

Duration of the Meeting: Three 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.

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ADUR & WORTHING
COUNCILS

Joint Overview and Scrutiny Committee
16 March 2023

Key Decision [No]

Ward(s) Affected:N/A

Annual Feedback report from meetings of West Sussex Health & Adult Social Care Scrutiny Committee (HASC) during 2022/23 - Issues affecting Adur & Worthing - Report from Councillors Joss Loader and Cathy Glynn-Davies

Report by the Director for Digital, Sustainability and Resources

Executive Summary

1. Purpose

- 1.1 This report provides the Joint Overview and Scrutiny Committee (JOSC) with background information on the West Sussex Health and Adult Social Care Scrutiny Committee (HASC) and a summary of the recent work undertaken by the HASC. This information will enable JOSC to question the Councils' representatives on the HASC, Councillors Joss Loader (Adur) and Cathy Glynn-Davies (Worthing), about the work of the HASC and issues affecting Adur and Worthing.

2. Recommendations

- 2.1 That JOSC is asked to consider the recent work of HASC and put forward any questions for Councillors Loader and Glynn-Davies.

3. Context

- 3.1 As part of its Work Programme for 2022/23, JOSC have agreed to receive a summary report on the recent work of HASC from the Councils' Members who sit on HASC, Councillor Joss Loader (Adur) and Councillor Glynn-Davies (Worthing). Councillors Loader and Glynn-Davies will address JOSC on the role of the HASC and their thoughts on the issues discussed. JOSC will also have the opportunity to put questions to Councillors Loader and Glynn-Davies.

4. Issues for consideration - The role of HASC and work it has undertaken

- 4.1 JOSC is entitled to ask for further investigation into items in relation to Health Scrutiny that they may not be satisfied with which should be via the appointed representative to the HASC. It is important to note that the role of health Scrutiny sits with the HASC.
- 4.2 The HASC is responsible for the overview and scrutiny of the West Sussex County Council Cabinet portfolios areas set out below and full details of the Portfolios can be seen here - [Cabinet portfolio responsibilities](#)
- Adults Services portfolio
 - Public Health and Wellbeing portfolio relating to both adults and children
 - Review and scrutiny of the planning, provision and operation of health services in West Sussex (The health functions of the Health and Adult Social Care Scrutiny Committee arise under Part I of the Health and Social Care Act 2001)
- 4.3 HASC has 20 members made up of 12 County Councillors, seven District and Borough Councillors (from Overview and Scrutiny Committees across West Sussex) and one Local Healthwatch member (non-voting).
- 4.4 The primary aim of health scrutiny is to strengthen the voice of local people, ensuring that their needs and experiences are considered as an integral part of the commissioning and delivery of health services and that those services are effective and safe. Health scrutiny has a strategic role in taking an overview of how well integration of health, public health and social care is working. HASC acts as a critical friend to executive policy makers and decision makers (both at the County Council and the NHS) and also aims to drive improvement in the health and adult social care services accessed by

West Sussex residents ensuring priority topics are scrutinised and avoiding duplication with other boards/agencies (e.g., the Health and Wellbeing Board).

- 4.5 HASC has met six times during the 2022/23 Municipal Year in June, July, September and November 2022 and January and March 2023. A report from Councillors Loader and Glynn-Davies is attached as an appendix to this report.
- 4.6 Since becoming members of the HASC, Councillors Loader and Glynn-Davies have developed more of an understanding about the role of the Committee and the involvement of the HASC members in the work. Importantly, this has also demonstrated how much influence the HASC and its members have with policy making and the impact on the West Sussex and Adur and Worthing communities.
- 4.7 Further information on the role of the HASC and access to the agenda and relevant reports for the HASC are available here [HASC agenda and reports](#)

5. Engagement and Communication

- 5.1 The JOSOC Chairmen and Vice-Chairmen and Councillors Loader and Glynn-Davies have been consulted on the contents of the report.

6. Financial Implications

- 6.1 There are no direct financial implications to consider as part of this report.

7. Legal Implications

- 7.1 Under Section 111 of the Local Government Act 1972, the Councils have the power to do anything 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 provides a Local Authority to do anything that individuals generally may do (subject to any current restrictions or limitations prescribed in 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 Responsibility for Health Scrutiny sits with West Sussex County Council.

Background Papers

Agenda papers for the meetings of the West Sussex Health and Adult Social Care Scrutiny Committee - June 2022 to March 2023.

Contact Details:-

Councillor Joss Loader
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Councillor Cathy Glynn-Davies
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Mark Lowe
Scrutiny & Risk Officer
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Sustainability & Risk Assessment

1. Economic

Matter considered and no direct issues identified.

2. Social

2.1 Social Value

Matter considered. Improved health services will improve social value for Adur and Worthing residents.

2.2 Equality Issues

Matter considered and no direct issues identified.

2.3 Community Safety Issues (Section 17)

Matter considered and no direct issues identified.

2.4 Human Rights Issues

Matter considered and no direct issues identified.

3. Environmental

Matter considered and no direct issues identified.

4. Governance

Matter considered. Good health scrutiny can help in the reshaping of place based health services and it is important for the Councils to be aware of the work being undertaken by HASC to be able to influence those services affecting Adur and Worthing residents.

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APPENDIX

West Sussex Health and Adult Social Care Scrutiny Committee

Report of Topics 2022/23 for Adur & Worthing Joint Overview and Scrutiny Committee

Cathy Glynn-Davies, Member for Broadwater, Worthing Borough Council

Joss Loader, Member for Marine Ward, Shoreham-by-Sea, Adur District Council

Introduction

The Councils appointed us as the representatives on the West Sussex Health and Adult Social Care Scrutiny Committee. (Joss is in the second period as Adur's representative on the HASC). We were co-opted onto this committee with a view to reporting back on issues relating to Worthing and Adur and in that time have developed a greater understanding about the Committee's role and work programme.

Importantly HASC has shone the spotlight on a number of key health issues across Adur and Worthing and their impact on our communities, including primary care and dentistry. It has already helped to build awareness of consultations about key services such as hospital-based Stroke Services.

Around 40 people are invited to attend these meetings. Their role is to scrutinise, comment and question policies, strategies and changes currently taking place in health and care services in West Sussex and beyond (Coastal West Sussex). The cohort of attendees consists of cabinet members for WSCC and members from Mid Sussex, Crawley, Arun, Adur, Horsham, Chichester and Worthing; co opted members from Borough and District Councils; WSCC officers, as well as experts in relevant fields including organisations such as University Hospitals Sussex NHS Foundation Trust, and NHS Sussex Integrated Care Services (formerly known as West Sussex Coastal Commissioning Group).

The Health and Adult Social Care Scrutiny Committee is responsible for the overview and scrutiny of Cabinet portfolios areas set out below:

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1. Adults Services portfolio
 2. Public Health and Wellbeing portfolio relating to both adults and children
 3. Review and scrutiny of the planning, provision and operation of health services in West Sussex (The health functions of the Health and Adult Social Care Scrutiny Committee arise under Part I of the Health and Social Care Act 2001)

The committee is open to suggestions on what they should scrutinise. Careful consideration is given to each proposal, with members first needing to satisfy themselves that scrutiny could have a positive impact before agreeing to add an item to a future agenda.

Format of Meetings:

Once the Agenda is agreed, members are invited to attend a pre meeting, usually via Zoom, to examine important and relevant issues which are likely to be the subject of discussion, how these relate to our communities, and to formulate questions and establish whether additional background information may be required.

Task and Finish Groups (TFGs): These are established by scrutiny committees to carry out time-limited examinations of specific issues of interest or concern. This may include reviewing particular proposals or decisions as well as giving input to policy development.

A Strategic Budget Options TFG reported to HASC in November 2021. Outcomes from this are available online.

A Mental Health TFG was agreed in September 2022 and an evidence gathering session is currently being established. Chair, Members and a timeline for this has yet to be confirmed.

There are no other TFGs in progress.

SUMMARY OF TOPICS COVERED BY HASC SINCE SEPTEMBER 2022

September 2022

Adult Services:

A Financial Assessment Improvement Plan was presented in September 2023. There were highly critical responses to the survey (although only 15% responded). Increases to the cost of assessment and support was opposed by some service users (a demonstration took place outside County Hall and members of the public were present during discussion). Users were highly critical at slow or non-responses. Some are faced with financial hardship. West Sussex County Council are following a national policy on this issue. HASC supported undertakings to improve service responses and engage with the public. HASC asked to be kept updated on the success of proposed improvements in response times, sharing of information, engagement with those in financial difficulties and the level of complaints.

CQC Inspections University Hospitals Sussex NHS Foundation Trust:

University Hospitals Sussex: RSHC has been rated as inadequate. Staff shortages were cited. Midwifery requires improvement at all the Trust's hospitals. This includes Worthing hospital. HASC requested data on staffing at Worthing Hospital. Information on perinatal premises currently in use in Worthing as a result of closure of Family Centres was also requested. There is a backlog at all hospitals caused by the pandemic. HASC asked to receive updates on improvements and assurances on the level of staffing in midwifery as well as assurances of the quality of care and perinatal facilities in Worthing.

A maximum waiting time of 78 weeks is hoped to be achieved for planned surgical care and the Trust was also micromanaging the pathways for patients with cancer care to ensure that they do not experience any delays.

A report by the Director of Law and Assurance was presented and included Obesity Strategies, Life Expectancy (which has lowered) and Prevention services (lower take up). HASC will receive a report from the Director of Public Health identifying causes, preventative measures and barriers to people accessing services.

November 2022:

NHS Winter Preparedness:

HASC identified concerns over bed shortages, Ambulance services, working with partners to make the best use of resources, vaccination rates, delayed discharges from hospital,, domiciliary care and rehabilitation.

University Hospitals Sussex NHS Foundation Trust increased capacity by 106 beds. Assessment capacity was also increased.

Urgent Treatment Centres are at Worthing Hospital and St Richards.

Hospitals were near capacity going into the winter.

A 'Haven' and a new Mental Health Clinical Decision Unit is to be based in Worthing and investment in crisis services and the ambulance service to ensure timely responses.

HASC agreed to lobby the government via West Sussex MPs for extra capacity in hospital beds and increases in workforce, vaccination messaging to be revisited to improve take up, and to receive updates on 'virtual wards'.

Access to Primary Care:

This report set out difficulties experienced by users trying to access appointments with GPs and other professionals. It set out the changes to primary healthcare provision. Concerns were raised by the committee over new models of primary healthcare provision including online consultations and pharmacy consultations. The NHS delivery plan proposes a strategy involving a number of partner organisations, (Integrated Care Services), moving towards a more European approach to primary care.

The committee received assurances that measures to optimise capacity are being addressed and requested data regarding face to face appointments, and population to GP

data.

South East Coast Ambulance Service Update:

The committee had to consider an important report which clearly set out the need for investment in social care and community services to reduce ambulance delays. Delays of over one hour have increased from 1% in 2018 to 18% in 2022. Handover times have increased substantially which has resulted in an increased level of harm. Handover processes are under review in Worthing, Chichester, Brighton and East Surrey. Staff well being is an issue. Frontline clinicians have been under considerable strain. Urgent Treatment Centres and Community Services can take some of the strain but are time dependent. A system using Mental Health Practitioners to support on scene may result in reduction in A&E conveyance.

Assurance was received that CQC concerns raised at previous HASC are being addressed. Committee asked for further information on 'make ready centres', and evidence that wait times are reducing.

Quarterly Performance and Resources Report:

Committee considered areas such as the Non-Smoking Campaign, Sexual Health and Healthy Child Programme (Sussex Community NHS Foundation Trust) and how these would feed into Children and Adolescent Mental Health Services. Delivery of bereavement counselling for young people, vaccination take-up etc were considered. It also considered Central Government funding issues and payment of care packages. Delivery of adult education is an issue now that Aspire has closed.

January 2023

West Sussex Stroke Programme:

A proposal is in place to close the stroke unit at Worthing Hospital and develop a specialist acute stroke unit at Royal Sussex County Hospital in Brighton and the new model also includes a new Acute Stroke Centre (ASC) at St. Richard's Hospital, Chichester. This means that the population of Adur, Arun and Chichester, Worthing and south of Horsham would access acute stroke services for the full episode of acute care at a single site ASC at St

Richard's Hospital in Chichester or the comprehensive stroke centre at the Royal Sussex County Hospital in Brighton. This all has implications in terms of receiving specialist treatment within the 'golden hour'. Current estimates are that travel time for patients from Worthing would be 45 minutes. There will be investment in staff and recruitment and retention of existing staff is being developed.

Committee supported the current proposal for acute stroke centres but requested further data on travel times and the decision making process i.e. which centre would patients be transferred to and why?

Adult Social care Strategy 2022-2025 'The life you want to lead'.

Extra Care Schemes will be developed cross county. People who are homeless would be prioritised. No change to Central Government Funding is anticipated. A national workforce strategy is anticipated to help with recruitment. The Council has a 'strength based' approach to social care which is hoped will deliver preventative services. The Council is stretched because it is working quickly and working on sustainability at the same time. Few providers have been rated inadequate. (CQC inspections have ceased but are due to start again this year). Commissioning is important and supporting work is being restructured.

Committee requested that Adult Social Care funding continues to be on the agenda for meetings with local MPs; share information on funding owed to the Council and agreed that annual updates on the Adult Social Care Strategy be added to the work programme.

Terms of Reference for Mental Health Task and Finish Group.

The Committee suggested the following areas of focus for this:

- Suicide prevention
- Children and adolescent mental health services
- Eating disorders
- Transition to adults' services
- Digital/social media impact on young people's mental health
- Minority groups
- Older people on medication
- Existing provision

-
- Stigma

19th January 2023

Dentistry Evidence Gathering Committee

Councillor Glynn-Davies also attended the above committee to gain understanding of current dentistry provision and identify concerns raised by residents and develop a proposed way forward to address concerns. There were presentations from witnesses and a particularly powerful one by Agi Tarnowski, Chair of the West Sussex Dental Committee. Services to NHS patients are clearly at crisis point and it's clear that the NHS is no longer attracting dentists as terms and conditions that exist are not favourable to them. A report will be brought to the March meeting.

Cathy Glynn-Davies

Borough Councillor for Broadwater, Worthing

Joss Loader

District Councillor for Marine Ward, Shoreham-by-Sea

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ADUR & WORTHING
COUNCILS

Joint Overview and Scrutiny Committee
16 March 2023

Key Decision [No]

Ward(s) Affected: N/A

Interview with Adur Cabinet Member for Regeneration & Strategic Planning

Report by the Director for Digital, Sustainability & Resources

Executive Summary

1. Purpose

- 1.1 This report sets out background information on the Portfolio of the Adur Cabinet Member for Regeneration and Strategic Planning to enable the Committee to consider and question the Cabinet Member on issues within his Portfolio and any other issues which the Cabinet Member is involved in connected with the work of the Council and the Adur communities.

2. Recommendations

- 2.1 That the Committee question the Cabinet Member on the work within his Portfolio and any other issues which the Cabinet Member is involved in; and
- 2.2 That the Committee consider if it would like to make any recommendations or comments to the Cabinet Member for his consideration.

3. Context

- 3.1 As part of its Work Programme for 2022/23, the Joint Overview and Scrutiny Committee (JOSC) have agreed to hold interviews with the Adur and Worthing Cabinet Members and question them on their priorities for 2022/23.
- 3.2 As part of its 'Holding to account role' and the responsibility for reviewing Cabinet Member work and decisions, JOSC is requested to consider the work and responsibilities of the Adur Cabinet Member for Regeneration and Strategic Planning, Councillor Steve Neocleous. Part of the scrutiny role is to fact find/investigate in the form of questions to the Cabinet Member that relates to his Portfolio. This questioning should also relate to those matters within the Portfolio which the Councils are directly responsible for.

4. Issues for consideration

- 4.1 The Adur Cabinet Member for Regeneration and Strategic Planning has responsibility for the following:-
- Economic strategy and development, including regeneration (visitor economy, tourism, Adur Festival, business partnerships, concessions, events and/or projects to encourage or are likely to generate viable, sustainable economic gain)
 - Education liaison
 - Transport planning and infrastructure.
 - Planning policy; Local Development Plans, conservation areas and management plans, development briefs, infrastructure delivery plans.
 - Building control.
 - Coastal West Sussex.
 - Town Centre Management.
 - Flood prevention, including Coastal protection, land drainage and flood protection.
 - Adur Local Plan.
- 4.2 JOSC is requested to question the Cabinet Member based on his responsibilities outlined in paragraph 4.1 above.

5. Engagement and Communication

- 5.1 The JOSC Chairpersons, Vice-Chairpersons, Cabinet Member and relevant Officers have been consulted on the proposals contained in this report.

6. Financial Implications

6.1 There are no direct financial implications to consider within this report.

7. Legal Implications

7.1 JOSOC is responsible for holding the Cabinet Members to account, reviewing their work and decisions and in accordance with the procedures outlined within the Joint Overview and Scrutiny Procedure Rules set out in the Councils' constitution, can request Cabinet Members to attend its meetings.

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 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

New Priorities for Adur District Council agreed by Joint Strategic Sub-Committee 29 September 2022 - [New priorities](#)

Our Plan - A three year framework for Adur and Worthing Councils
[Our Plan](#)

Officer Contact Details:-

Mark Lowe

Scrutiny & Risk Officer

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Sustainability & Risk Assessment

1. Economic

Matter considered. There are a number of issues contained within the Cabinet Member Portfolio which can impact on the overall economy of the area.

2. Social

2.1 Social Value

Matter considered. The aims of the Cabinet Member Portfolio seek to achieve improved social value through improvements to the local economy and regeneration.

2.2 Equality Issues

Matter considered. The Cabinet Member will apply relevant equality considerations when considering issues within the Portfolio as appropriate.

2.3 Community Safety Issues (Section 17)

Matter considered. Relevant community safety issues are considered by the Cabinet Member when dealing with issues within the Portfolio as appropriate.

2.4 Human Rights Issues

Matter considered and no direct issues identified.

3. Environmental

Matter considered. The Cabinet Member will consider relevant environmental and sustainability issues when dealing with the issues within his portfolio.

4. Governance

Matter considered and no direct issues identified. JOSC has responsibility for holding the Cabinet Members to account and for reviewing their work and decisions. In accordance with the procedures outlined within the Joint Overview and Scrutiny Procedure Rules set out in the Councils constitution JOSC can request the Cabinet Members to attend its meetings and can ask questions of the Cabinet Members as part of this process.



ADUR & WORTHING
COUNCILS

Joint Overview and Scrutiny Committee
16 March 2023

Key Decision [No]

Ward(s) Affected: N/A

JOSC Work Programme setting 2023/24

Report by the Director for Digital, Sustainability & Resources

Executive Summary

1. Purpose

- 1.1 This report outlines progress in implementing the work contained in the Joint Overview and Scrutiny Committee (JOSC) Work Programme for 2022/23. The report also includes a draft JOSC Work Programme for 2023/24 for consideration.

2. Recommendations

- 2.1 That JOSC note the progress in delivering the JOSC Work Programme for 2022/23;
- 2.2 That JOSC consider and confirm a draft Work Programme for 2023/24; and
- 2.3 That the confirmed draft JOSC Work Programme for 2023/24 be reported to the Council meetings in April 2023 for approval.

3. Context

- 3.1 The JOSC Work Programme for 2022/23 has been reviewed at each meeting during the 2022/23 Municipal Year with the last of those being at the meeting on 16 February 2023. At this meeting it is necessary for JOSC to set a Work Programme for 2023/24.
- 3.2 Paragraph 9.2 of the Joint Overview and Scrutiny Procedure Rules, which form part of the Councils' Constitutions and are binding on all Members, states that the Work Programme will be approved by both Councils. A report must also be taken to each full Council on an annual basis detailing any changes to the Work Programme and this is usually reported mid year and for 22/23 this was done in December 2022.

4. Issues for consideration/Proposed changes to the Work Programme in 2023/24

- 4.1 A draft Work Programme for 2023/24 has now been produced for the Committee to consider which is set out in the Appendix to this report. Items for the Work Programme need to be chosen guided by how closely they align with the Councils' Strategic objectives, how the Committee can influence the outcomes and also general value and outcomes in accordance with the (PAPER criteria) - P - Public Interest, (A) - Ability to change, (P) - Performance, (E) - Extent and (R) - Replication.
- 4.2 The Committee is requested to consider the draft Work Programme and consider if any further items are required to be added to the Work Programme. For 2023/24 it is once again proposed that JOSC should hold individual interviews with the Executive Members which enable JOSC to hold the Executive Members to account and review their work and decisions, and it is also proposed that JOSC should receive an update report from the Chief Executive on the delivery of the new Corporate Plan 'Our Plan'.
- 4.3 During the Municipal Year, items may be added to the JOSC Work Programme, where appropriate. Requests for additional matters to be included in the Work Programme will initially be considered by the Joint Chairpersons in accordance with the criteria and they will make their recommendations to the next JOSC for consideration and determination following receipt of the Officer report. Consideration should also be given to the capacity of the Committee and resources available when considering further Work Programme items.

5. Engagement and Communication

- 5.1 The JOSC Chairmen, Vice-Chairmen and the Councils Leadership Team have been consulted on the proposals contained in this report.

6. Financial Implications

- 6.1 There are no direct financial implications to consider within this report.

7. Legal Implications

- 7.1 Under Section 111 of the Local Government Act 1972, the Councils have the power to do anything 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 provides a Local Authority to do anything that individuals generally may do (subject to any current restrictions or limitations prescribed in 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 Paragraph 9.2 of the current Joint Overview and Scrutiny Procedure Rules, which form part of the Councils' Constitutions and are binding on all Members, states that the Work Programme will be approved by both Councils. A report must be taken to both Councils on an annual basis seeking both Councils' approval of the Joint Overview and Scrutiny Committee work programme for the forthcoming year and any changes to the Work Programme should be submitted to the Councils approximately mid year for noting.

Background Papers

Joint Overview and Scrutiny Procedure Rules

Officer Contact Details:-

Mark Lowe

Scrutiny and Risk Officer

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Sustainability & Risk Assessment

1. Economic

Some of the issues scrutinised as part of the Work Programme could impact on the development of our places or the economic participation of our communities if implemented.

2. Social

2.1 Social Value

Some of the issues to be scrutinised as part of the Work Programme will have an impact on the communities.

2.2 Equality Issues

Matter considered and no direct issues identified.

2.3 Community Safety Issues (Section 17)

Some of the issues being scrutinised will have community safety implications.

2.4 Human Rights Issues

Matter considered and no issues identified.

3. Environmental

Matter considered. The Work Programme includes an item to receive an update on the Councils approach to climate change.

4. Governance

- 4.1 Matter considered and no direct issues identified. It is good practice for an Overview and Scrutiny Committee to set its Work Programme ahead of the Municipal Year. The current Joint Overview and Scrutiny Procedure Rules state that the Work Programme will be approved by both Councils and that any changes to the Work Programme should be submitted to the Councils approximately mid year for noting.



ADUR & WORTHING
COUNCILS

Draft Adur & Worthing Joint Overview and Scrutiny Committee Work Programme - 2023/2024

Joint Overview and Scrutiny Committee - Date TBC (June?)

<u>AGENDA ITEM</u>	<u>AUTHORITY</u>	<u>REPORT AUTHOR</u>	<u>EXECUTIVE MEMBERS/OFFICERS TO ATTEND</u>	<u>CHANGE TO ORIGINAL WORK PROGRAMME?YES/NO/REASON</u>
Planning Enforcement - The Committee is asked to review planning enforcement issues,	Joint	Head of Planning	Head of Planning	Item added at the request of JOSC in September following the consideration of a scrutiny request. Item previously deferred from the

planning enforcement policy and the Councils approach to planning enforcement Reason for Scrutiny - To review the Councils approach to planning enforcement				JOSC meeting in March.
Annual JOSC report for 2022/23 Reason for Scrutiny - To agree the Annual report for reporting to Council meetings	Joint	Joint Chairmen of JOSC	No	No
Interview with Adur Cabinet Member for Finance & Resources Reason for Scrutiny - To consider and question the Cabinet Member on issues within the Portfolio (Interview carried over from 22/23 Year as Cabinet Member could not attend)	Adur	Director for Digital, Sustainability & Resources	Cabinet Member	No
Review of JOSC Work Programme including confirmation of any JOSC Working Group memberships for	Joint	Director for Digital, Sustainability & Resources	No	No

2023/24 and also consideration of any possible items for future scrutiny				
Improving the effectiveness of overview and scrutiny	Joint	To be considered by the Joint Chairpersons.	No	No

Joint Overview and Scrutiny Committee - Date TBC (July?)

<u>AGENDA ITEM</u>	<u>AUTHORITY</u>	<u>REPORT AUTHOR</u>	<u>EXECUTIVE MEMBERS/OFFICERS TO ATTEND</u>	<u>CHANGE TO ORIGINAL WORK PROGRAMME?YES/NO/REASON</u>
Interview with Adur Cabinet Member Reason for Scrutiny - To consider and question the Cabinet Member on issues within the Portfolio.	Adur	Director for Digital, Sustainability & Resources	Cabinet Member	No
Interview with Adur Cabinet Member Reason for Scrutiny - To consider and question the Cabinet Member on	Adur	Director for Digital, Sustainability & Resources	Cabinet Member	No

issues within the Portfolio.				
Interview with Worthing Cabinet Member Reason for Scrutiny - To consider and question the Cabinet Member on issues within the Portfolio.	Worthing	Director for Digital, Sustainability & Resources	Cabinet Member	No
Joint Revenue outturn report 2022/23 Reason for Scrutiny - Budget scrutiny and to identify any issues from the outturn that may require any further scrutiny	Joint	Director for Digital, Sustainability & Resources/Chief Financial Officer	Chief Financial Officer	No
Outline Budget Strategy 2023/24 Reason for Scrutiny - Budget scrutiny and to identify any issues which require further scrutiny	Joint	Director for Digital, Sustainability & Resources/Chief Financial Officer	Chief Financial Officer	No
Annual review of the recovery of the Adur & Worthing evening and night time economies (ENTE) Reason for Scrutiny -	Joint	Director for Economy/Head of Place & Economy	Head of Place & Economy Adur Cabinet Member for Communities & Wellbeing Worthing Cabinet Member for Culture & Leisure	Item agreed by JOSC in January 2023.

Follow up report on the ENTE JOSC review and the outcomes of discussions with Cabinet Members on the recommendations from the review.				
UK Shared Prosperity Fund - Reason for Scrutiny - Report on the progress of delivery of the work streams and how the funding is being allocated.	Joint	Head of Place & Economy/Director for Economy	Head of Place & Economy/Director for Economy	Item agreed by JOSC in February 2023.
Review of JOSC Work Programme and consideration of any possible items for future Scrutiny	Joint	Director for Digital, Sustainability & Resources	No	No

Joint Overview and Scrutiny Committee - Date TBC (September?)

<u>AGENDA ITEM</u>	<u>AUTHORITY</u>	<u>REPORT AUTHOR</u>	<u>EXECUTIVE MEMBERS/OFFICERS TO ATTEND</u>	<u>CHANGE TO ORIGINAL WORK PROGRAMME?YES/NO/REASON</u>
Interview with Adur	Adur	Director for Digital,	Cabinet Member	No

Cabinet Member - TBC Reason for Scrutiny - To consider and question the Cabinet Member on issues within the Portfolio.		Sustainability & Resources		
Interview with Worthing Cabinet Member - TBC Reason for Scrutiny - To consider and question the Cabinet Member on issues within the Portfolio.	Worthing	Director for Digital, Sustainability & Resources	Cabinet Member	No
Update on the delivery of Our Plan and interview with Chief Executive - Reason for Scrutiny - To question the Chief Executive on the progress in delivering the objectives in 'Our Plan'	Joint	Director for Digital, Sustainability & Resources	Chief Executive	No
Review of JOSC Work Programme and consideration of any possible items for future Scrutiny	Joint	Director for Digital, Sustainability & Resources	No	No

Joint Overview and Scrutiny Committee - Date TBC (October?)

<u>AGENDA ITEM</u>	<u>AUTHORITY</u>	<u>REPORT AUTHOR</u>	<u>EXECUTIVE MEMBERS/OFFICERS TO ATTEND</u>	<u>CHANGE TO ORIGINAL WORK PROGRAMME?YES/NO/REASON</u>
Interview with the Adur Cabinet Member TBC Reasons for Scrutiny - To consider and question the Cabinet Member on issues within the Portfolio.	Adur	Director for Digital, Sustainability & Resources	Cabinet Member	No
Interview with Worthing Cabinet Member TBC - Reasons for Scrutiny - To consider and question the Cabinet Member on issues within the Portfolio.	Worthing	Director for Digital, Sustainability & Resources	Cabinet Member	No
Interview with Adur Cabinet Member TBC - Reasons for Scrutiny - To consider and question the Cabinet Member on issues within the Portfolio.	Adur	Director for Digital, Sustainability & Resources	Cabinet Member	No
Review of JOSC Work Programme and consideration of any possible items for future Scrutiny	Joint	Director for Digital, Sustainability & Resources	No	No

Joint Overview and Scrutiny Committee - Date TBC (November?)

<u>AGENDA ITEM</u>	<u>AUTHORITY</u>	<u>REPORT AUTHOR</u>	<u>EXECUTIVE MEMBERS/OFFICERS TO ATTEND</u>	<u>CHANGE TO ORIGINAL WORK PROGRAMME?YES/NO/REASON</u>
Interview with Worthing Cabinet Member TBC - Reasons for Scrutiny - To consider and question the Cabinet Member on issues within the Portfolio.	Worthing	Director for Digital, Sustainability & Resources covering report	Cabinet Member	No
Interview with Worthing Cabinet Member Reasons for Scrutiny - To consider and question the Cabinet Member on issues within the Portfolio.	Worthing	Director for Digital, Sustainability & Resources covering report	Cabinet Member	No
Crime and Disorder update - Interview with the Chairman of the Adur & Worthing Safer Communities Partnership (SCP) Reason for Scrutiny - To undertake the formal crime	Joint	Director for Digital, Sustainability & Resources	Chairman of the Adur & Worthing Safer Communities Partnership and Cabinet Members.	No.

and disorder scrutiny role and scrutinise the work of the SCP.				
Budget update and scrutiny - Joint Budget and Worthing only Reason for Scrutiny - To undertake scrutiny of the Budget and consider if any comments should be forwarded to the JSC.	Adur/Worthing/ Joint?	Director for Digital, Sustainability & Resources/Chief Financial Officer	Chief Financial Officer	No
Review of JOSC Work Programme including note of changes made since Work Programme agreed by Councils in April 2023	Joint	Director for Digital, Sustainability & Resources	No	No

Joint Overview and Scrutiny Committee - Date TBC (January?)

<u>AGENDA ITEM</u>	<u>AUTHORITY</u>	<u>REPORT AUTHOR</u>	<u>EXECUTIVE MEMBERS/OFFICERS TO ATTEND</u>	<u>CHANGE TO ORIGINAL WORK PROGRAMME?YES/NO/REASON</u>
Interview with Worthing Cabinet Member Reason for Scrutiny - To consider and question the Cabinet Member on	Worthing	Director for Digital, Sustainability & Resources	Cabinet Member	No

issues within the Portfolio.				
Interview with Worthing Cabinet Member Reason for Scrutiny - To consider and question the Cabinet Member on issues within the Portfolio.	Worthing	Director for Digital, Sustainability & Resources	Cabinet Member	No
Review of progress on the delivery of the Housing Strategy Reason for Scrutiny - To review the progress in delivering the Housing Strategy	Joint	Director for Communities/Head of Housing Services	Director for Communities/Head of Housing Services	No.
Review of JOSC Work Programme	Joint	Director for Digital, Sustainability & Resources	No	No

Joint Overview and Scrutiny Committee - Date TBC(March?)

<u>AGENDA ITEM</u>		<u>REPORT AUTHOR</u>	<u>EXECUTIVE MEMBERS/OFFICERS TO ATTEND</u>	<u>CHANGE TO ORIGINAL WORK PROGRAMME?YES/NO/REASON</u>
Interview with Worthing Cabinet Member Reason for Scrutiny - To consider and question the	Worthing	Director for Digital, Sustainability & Resources	Cabinet Member	No

Cabinet Member on issues within the Portfolio.				
Interview with Worthing Cabinet Member Reason for Scrutiny - To consider and question the Cabinet Member on issues within the Portfolio.	Worthing	Director for Digital, Sustainability & Resources	Cabinet Member	No.
Annual update on progress with delivering the Climate Change agenda Reason for Scrutiny - To review the progress in delivering the climate change agenda	Joint	Director for Digital, Sustainability & Resources	Director for Digital, Sustainability & Resources/Sustainability Manager	No
Worthing Theatres contract monitoring Reason for Scrutiny - To review the performance of Worthing Theatres.	Worthing	Director for the Economy	Director for the Economy	No
Annual review report on the work of the Worthing BID Reason for Scrutiny - To review the work of the Worthing BID	Worthing	Director for the Economy/Head of Place & Economy/Town Centre Manager	Director for the Economy/Head of Place & Economy/Town Centre Manager	No
Annual feedback report	Joint	Director for Digital,	Council Members on HASC to	No

from meetings of the West Sussex Health & Adult Social Care Scrutiny Committee (HASC) - Issues affecting Adur & Worthing Reason for Scrutiny - To review the work of the HASC and the impact on Adur and Worthing		Sustainability & Resources and verbal report from the Council Members on HASC	report.	
JOSC Work Programme setting 24/25	Joint	Director for Digital, Sustainability & Resources	No	No

Working Group reports and other items - Dates to be confirmed

<u>ITEM</u>	<u>AUTHORITY</u>	<u>REPORT AUTHOR</u>	<u>EXECUTIVE MEMBER/OFFICERS TO ATTEND</u>	<u>STATUS</u>
Reports from the Working Group reviewing the Adur Homes repairs and maintenance service and transformation	Adur	Chairman of the Working Group	No	Ongoing -Working Group currently in progress
Final report from the	Worthing	Chairman of the	No	Report expected in 2023.

Working Group reviewing Cultural Services		Working Group		
Final report of JOSC Working Group set up to review the policy used by the Councils when placing vulnerable people in accommodation outside of the Council areas.	Joint	Chairman of the Working Group	No	Working Group set up by JOSC on 14 July. First meeting of the Working Group held in September 2022 which is reviewing the issues. Work ongoing.

Additional items to be considered as part of the forward Work Programme in 2024/25

Note:- This draft Work Programme is a 'live' document and all dates and items contained in it are provisional and subject to change in agreement with the JOSC Joint Chairmen/Vice-Chairmen, JOSC and relevant Officers

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ADUR & WORTHING
COUNCILS

Joint Overview and Scrutiny Committee
16 March 2023

Key Decision [No]

Ward(s) Affected: Worthing - Central (Part), Heene (Part) and Selden (Part)

Annual review report on the work of the Worthing BID

Report by the Director for Digital, Sustainability and Resources

Executive Summary

1. Purpose

- 1.1 This report provides the Committee with an update on the progress and performance of the Worthing Business Improvement District (BID) to enable the Council to continue to monitor the BID and its value to the Worthing community.

2. Recommendations

- 2.1 That the Committee note the progress and performance of the Worthing BID and question the Worthing Town Centre Manager on any relevant matters connected with this; and
- 2.2 That the Committee consider if it would like to make any recommendations or comments.

3. Context

- 3.1 A BID is a business-led and business-funded body formed to improve a defined commercial area. There is no limit on what projects or services can be provided through a BID, the only requirement is that all services should be additional to those provided by local authorities. Improvements may include, but are not limited to, extra safety/security, cleansing and environmental measures.
- 3.2 Worthing has had a BID since 2008 which is managed by the Worthing Town Centre Initiative and this BID was recently renewed for a fourth term following a successful ballot of local businesses in the BID area to cover the period March 2023- March 2028. The BID has the following objectives:-
- Promoting the Town and its businesses
 - Improving the visual appeal of the Town
 - Delivering a safer more welcoming Town
 - Driving footfall with markets, events and activities
 - Business support and advice
- 3.3 Early in 2022, a scrutiny review was undertaken by a Working Group of the Joint Overview and Scrutiny Committee (JOSC) [Scrutiny review of the Worthing BID](#) which reported its findings and recommendations to JOSC and the Worthing Joint Strategic Sub-Committee. The recommendations were supported and the Borough Council agreed to support proposals for the renewal of the BID.

4. Issues for consideration

- 4.1 As part of the recommendations from the scrutiny review, it was agreed that an annual review report on the work of the BID should be presented to the Joint Overview and Scrutiny Committee in order to provide regular updates to the Council on the progress and performance of the BID and work which it is doing to meet its objectives. This will enable the Council to closely monitor the work on an annual basis and assess the value of the BID to the Worthing community, to regularly check on the relationship between the Council and the BID and action change if necessary rather than waiting until the BID is due for renewal ballot again in 2027.
- 4.2 The evidence provided to the scrutiny review highlighted very clearly that there is a good level of support for the Worthing BID and the value which it brings to the Town, however, the scrutiny review wanted to ensure that the

Council should receive regular progress reports on the performance of the BID and its working with the Council to help improve the relationship which had previously been identified as in need of improvement.

- 4.3 Sharon Clarke, Worthing Town Centre Manager, will attend this meeting to provide an update on the work and performance of the BID and how the BID is now working with the Council. A report detailing this information is attached as an Appendix to this report. JOSC will have the opportunity to question Sharon and relevant Officers and consider if it would like to make any recommendations to the Town Centre Initiative, Cabinet Members and/or relevant Council Officers.

5. Engagement and Communication

- 5.1 The JOSC Chairpersons, Vice-Chairpersons and relevant Officers have been consulted on the proposals contained in this report.

6. Financial Implications

- 6.1 There are no direct financial implications to consider within this report but the Borough Council is a BID fee payer as a business operating in the BID area.

7. Legal Implications

- 7.1 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.
- 7.2 Section 1 of the Localism Act 2011 provides a Local Authority to do anything that individuals may do (subject to any current restrictions or limitations prescribed in existing legislation).
- 7.3 BIDs are partnerships between a local authority and local businesses through a ballot process to provide services and improvements for the local community. The provision of the services and improvements is funded by a levy, paid by the local business rates payers in addition to non-domestic rates. The Local Government Act 2003 gives the Council the power to approve the formation of a BID and to collect the BID levy that will fund improvements. The Business Improvements District (England) Regulations 2013 sets out the requirements for establishing BIDs.

Background Papers

Report from the JOSOC Working Group - 'Scrutiny review of the Worthing Business Improvement District (BID) and plans for renewal of the BID for 2023 - 2028' - JOSOC 9 June 2022

Report to the Worthing JSC Sub-Committee - 'Worthing Town Centre Business Improvement District - Supporting the fourth term' - 5 July 2022

Officer Contact Details:-

Mark Lowe

Scrutiny & Risk Officer

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Sustainability & Risk Assessment

1. Economic

Matter considered. The issues contained in the report relate to the BID which aims to improve the town centre economy and increase footfall and spend.

2. Social

2.1 Social Value

Matter considered. A vibrant town centre with thriving businesses will help improve social value for the communities of Worthing and visitors to the town.

2.2 Equality Issues

Matter considered and no significant issues identified.

2.3 Community Safety Issues (Section 17)

Matter considered. The BID fourth term objectives include a priority to deliver a safer, more welcoming town.

2.4 Human Rights Issues

Matter considered and no significant issues identified.

3. Environmental

The report from the JOSC Working Group reviewed the environmental issues connected with the Worthing BID.

4. Governance

Matter considered. The JOSC Working Group was set up in accordance with the JOSC Procedure Rules and formed part of the agreed JOSC Work Programme for 2021/22. Recommendations from the review were reported to JOSC and the Worthing JSC Sub-Committee for consideration. The request for this annual report on the Worthing BID is part of the JOSC Work Programme for 2022/23.

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Report from the Worthing Town Centre BID for Overview & Scrutiny Committee

Following the review that took place on the BID (Business Improvement District) during 2022, in the lead up to the 4th Term ballot, it was agreed that there would be an annual update from the BID to the Overview & Scrutiny Committee. This is the first of the updates and will focus on achievements during the financial year, the ballot, the relationship with Worthing Borough Council and updates for the next financial year.

BID achievements 2022/23 Financial Year

This was the fifth, and final, year of the 3rd Term of the Worthing Business Improvement District. Although the 4th Term ballot took a lot of time during the year the business plan delivery did not get forgotten and the following was achieved during the year.

1. To create an environment that is clean, welcoming, and well-maintained.

- Deep Cleans & Chewing Gum removals.
 - Regular Deep Cleaning & Chewing Gum removal on the pedestrian precincts.
 - Hotspot cleans in problem areas.
 - Phone box / street furniture cleans.
- Christmas Lights
 - 1.2 miles of Christmas Lights from Brighton Road to Heene Road
 - New Lighting in Portland Road; in partnership with Worthing Borough Council
 - Walkthrough Christmas Tree / Light up present in South Street Square
 - Upgraded Solar powered Christmas Trees with baubles in the West End & Bath Place
- Planting
 - Maintenance of the sustainable planting scheme on the Pavilion Roundabout
 - 60 hanging baskets and 40 flowerbeds in the West End, Brighton Road, South Street, Montague Street and Warwick Street planted to enhance the Worthing Borough Council displays.
- Cleansing / Maintenance
 - Town Centre walkabouts with Worthing Borough Council and West Sussex County Council to identify issues and areas of concern for action.
 - Over 50 items of street furniture painted.
 - Ongoing reporting of maintenance issues to the relevant Local Authority
- Bunting
 - Summer bunting to celebrate the Queens Platinum Jubilee in Warwick Street and Montague Street to welcome visitors and visually enhance the town.

2. A Safe and welcoming Worthing

- Shopwatch & Business Crime Reduction
 - Offered free membership of the fully accredited Business Crime Reduction partnership to all Worthing Town Centre businesses.
 - DISC access at no cost for BCRP members allowing direct reporting via the app to Police.
 - Gallery of known offenders available on DISC
 - Radio network in place with radios available to rent / purchase.
 - Crime prevention advice

- Town Centre Rangers
 - 3,500 hours of Ranger cover
 - Average of 10 crime deters a week because of a visible presence.
 - Liaising and working with the Police & other authorities.
 - Identifying repeat offenders and helping Police to secure evidence for Community Behaviour Orders, including body worn camera footage.

3. To add vitality, and drive footfall, through marketing and a varied events programme

- Events / Markets / Activities
 - Worthing Food & Drink Festival attracted 25,000 visitors over the weekend
 - Countdown to Christmas Event with Independents Market & Titan the Robot
 - Worthing Toy Soldier Trail covering Heene Road to Brighton Road
 - Worthing Christmas Tree Trail with the vote on social media reaching 25,100 on Facebook
 - Christmas Window competition with the vote on social media reaching 27,000 on Facebook
 - Partnership with Worthing Theatres to deliver Spin Out events.
 - A general Market in Montague Street every Wednesday
 - The return of the Urban Beach to South Street Square during August with regular entertainment
- Website / social media
 - Website with 97,204 views during the year and 542 business listings promoting local businesses.
 - Dec 2022 Facebook reach was 84,116 with 33,609 engagements
 - 14,357 followers on social media (Facebook, Instagram & Twitter)
 - Welcome messages to all new businesses on average attracting 11,500 engagements.
- Worthing Gift Card
 - Launched for Christmas 2021
 - 115 businesses signed up to take the card
 - Press / Media campaign, along with editorials, promoting the card and support local message
 - Ongoing programme of marketing activity to keep spend in Worthing,
- Worthing Guide / Pocket Map
 - Free Listing or enhanced entry for every Town Centre business
 - 5,000 copies distributed around the Town and in other Sussex Tourist Information points
 - Promotes the full Worthing offer and encourages visitors to explore to find more.
 - 10,000 pocket maps distributed around Worthing with QR codes to the business listing on the website

4. To improve transport, parking, orientation and accessibility

- Parking / Access
 - Promote the BN11 workers offer to businesses for discounted staff parking
 - Lobbied for improvements to Car Parking cleanliness / improved maintenance
 - Free map available on website to help visitors find their way around the Town Centre

In addition to the normal activity the BID has :-

- Sent out regular Newsletters to ensure businesses have information on the support available to them as well as other Town information.
- Provided vacancy lists to encourage new businesses to open in the Town Centre – the current vacancy rate is 5% (nationally it stands at 13.9%)
- Collated Footfall & Town performance information and shared this with businesses and the Local Authorities.

The 4th Term BID ballot

Business Improvement Districts are in place for a maximum of 5 years before a re-ballot is required. The business plan put forward for the 4th term ballot was provided during the Overview & Scrutiny review but as a reminder here is the link.

<https://indd.adobe.com/view/62f5eb5d-da28-4cf4-b413-f93ab60e0f68>

During June a copy of the printed business plan was delivered to every business liable to pay the levy on a successful re-ballot. The business plan was also sent to Head Offices, where appropriate, to confirm the information held for the ballot. In June 550 business contacts were made either face to face, or by email, to ensure that ballot papers were sent to the correct location and person.

The postal ballot was open from 3rd October until 31st October and during October 824 business contacts were made ensuring ballot papers had been received and reminding businesses to vote.

The ballot result was announced on 1st November; two criteria needed to be met for a successful ballot.

More than 50% of the total number of votes cast in favour of the proposal
- Worthing achieved 70%

More than 50% of the rateable values of votes cast in favour of the proposal
- Worthing achieved 75%

The turnout was slightly lower than in 2017 at 35% but this trend is in line with other 4th term ballots. The successful BID ballot result was announced on 1st November 2022 with the new term running from 1st April 2023 to 31st March 2028.

Worthing Borough Council were entitled to 11 votes in the BID ballot; however, it was disappointing that these votes did not arrive with CES in time. A letter was sent by Samantha Whittington, the Chairman to Dr Catherine Howe on the matter.

Since the ballot result was announced work to ensure the required legal agreement between the Council and the Worthing Town Centre BID is in place in time for the billing run. The Worthing Town Centre BID pay the Council £15,334.00 (index-linked) to collect the levies on their behalf.

The 2017 Business Rates listing will be used to calculate the BID levies for the 5-year term as this was the recommendation received from British BIDs. It's worth noting that if the Worthing BID had continued to use the current VOA listing for its levy payments the amount of income generated by the BID would have reduced by 27% based on the 2023 revaluations. Many BIDs are now having to re-evaluate what can be delivered and

In-Swindon is the first to announce it will cease trading on 31st March 2023, as it can no longer deliver the business plan it committed to whilst remaining solvent.

Many BIDs are noticing that turnout rates at ballot are lower than they would like and at a recent meeting, with the Department for Levelling up, a plea has been made to try and find time on the legislative agenda for a review of the Business Improvement Legislation to allow for electronic voting.

The relationship between the Worthing BID and Worthing Borough Council

During the Overview & Scrutiny review it was noted that relations between both organisations could be improved. The good news is that there have been some positive moves to collaborate more, and the relationship is strengthening all the time. Communications have improved with more information being shared between both organisations. There are also regular BID monitoring meetings in place to review the BID levy collections and to ensure a seamless transition from Term 3 of the BID to Term 4. The Worthing Town Centre BID meet monthly and Officer and Member representatives attend these meetings. The Council updates are now being sent out to attendees in advance so that questions can be raised but the Worthing Town Centre BID meeting focus remains on the delivery of the BID business plan. Below are some projects that the BID is currently collaborating with the Council on:

Worthing Festival (10th – 18th June)

The Worthing Town Centre BID has allocated £4,000 to support the first Worthing Festival; after discussions with Cllr Rita Garner this will be used for a stage for the weekend of 10th / 11th June. A stage, PA system and compere have been booked and this will be offered to acts that have indicated they would like to be involved. The PA systems may need to be upgraded depending on the acts and budget will be available for this.

Montague Place Permanent Scheme

The Worthing BID attended the consultation event on 23rd January where ideas were developed for the permanent regeneration scheme for Montague Place. The Worthing BID have offered to help with Town Centre businesses engagement during the upcoming consultation once the potential schemes have been finalised.

Walkabouts

The Worthing BID were represented on the Town Centre walkabout held on the 21st February, Following on from this the Warwick Street deep clean was moved forward and the private area by McDonalds will also be cleaned with permission of Cayuga the owners.

Foldable Map

The Worthing BID launched its credit card sized foldable map in 2022 which proved to be very popular with 10,000 distributed, through businesses, to residents and visitors during the year. This is now due to be updated and is currently being designed; the 2023 version is a joint project between the Worthing BID and Time for Worthing.

Seafront Planting.

The Worthing Town Centre BID were asked by Cllr Vicki Wells if it would be able to take the Seafront Planting competition back for 2023; however, given the changes at the Town Centre

Initiative the committee felt this couldn't be done but stated they would be open to an approach in 2024.

BID - Financial Year 2023/24

The projects and initiatives in the Business Plan will be delivered; and these will be monitored during the Worthing Town Centre BID meetings.

After 20 years at the Worthing TCI, and the Worthing Town Centre BID, Sharon Clarke will be leaving on 31st May 2023. The new CEO, Kelly Davies, has been appointed to take over and will be joining the BID on 13th March. There will be a training and handover period before Sharon leaves ensuring continuity for the BID team and BID levy payers. Kelly has a varied background including public sector roles, the voluntary sector and owning her own business; she is also a Worthing resident with a passion for the town. The current BID team will be supporting Kelly as she settles into her new role.

Summary

This report gives an update on the Worthing Town Centre BID, the achievements, improved working relations with the Council and changes within the organisation. As this will be an annual report it would be good to receive feedback on how this report can develop for future years.

Prepared by
Sharon Clarke
CEO
Worthing Town Centre BID

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ADUR & WORTHING
COUNCILS

Joint Overview and Scrutiny Committee
16 March 2023

Key Decision [No]

Ward(s) Affected: N/A

Interview with the Worthing Cabinet Member for Regeneration

Report by the Director for Digital, Sustainability and Resources

Executive Summary

1. Purpose

- 1.1 This report sets out background information on the Portfolio of the Worthing Cabinet Member for Regeneration to enable the Committee to consider and question the Cabinet Member on issues within his portfolio and any other issues which the Cabinet Member is involved in connected with the work of the Council and the Worthing communities.

2. Recommendations

- 2.1 That the Committee question the Cabinet Member on the work within his Portfolio and any other issues which the Cabinet Member is involved in; and
- 2.2 That the Committee consider if it would like to make any recommendations or comments to the Cabinet Member for his consideration.

3. Context

- 3.1 As part of its Work Programme for 2022/23, the Joint Overview and Scrutiny Committee (JOSC) have agreed to hold interviews with the Adur and Worthing Cabinet Members and question them on their priorities for 2022/23.
- 3.2 As part of its 'Holding to account role' and the responsibility for reviewing Cabinet Member work and decisions, JOSC is requested to consider the work and responsibilities of the Worthing Cabinet Member for Regeneration, Councillor Martin McCabe. Part of the scrutiny role is to fact find/investigate in the form of questions to the Cabinet Member on issues within his portfolio and other issues involving the Cabinet Member that relates to his Portfolio. This questioning should also relate to those matters within the Portfolio which the Councils are directly responsible for.
- 3.3 JOSC plays a similar role to that played by the Parliamentary Select Committees in Westminster and is entitled to ask for further investigation or make recommendations to the Cabinet Member into items where it may not be satisfied with the progress of issues as described by the Cabinet Member.

4. Issues for consideration

- 4.1 The Worthing Cabinet Member for Regeneration has responsibility for the following:-
- Beach Maintenance, including beach huts and chalets
 - Building Control
 - Coastal protection, including Coastal West Sussex
 - Economic strategy and development, including regeneration, visitor economy (in partnership with Culture & Leisure), business partnerships, concessions, events and/or projects to encourage or are likely to generate viable, sustainable economic gain (to share with Climate Emergency portfolio)
 - Foreshore management, including Worthing Pier
 - Health and safety and civil contingencies (Emergency Plan), including business continuity
 - Minor amendments to planning policy, Local Development Plans, conservation areas and management plans, development briefs, infrastructure delivery plans
 - On and off-street car parking
 - Street-scene, including abandoned vehicles, bus shelters, enforcement, street names and numbering, road name plates, street furniture

- Transport planning and infrastructure (partnering with Leader portfolio for active/sustainable transport development)
- Transport (maintenance)

4.2 JOSC is requested to ask questions of the Cabinet Member based on his responsibilities outlined in paragraph 4.1 including any high level strategic issues relating to the Councils and our communities.

5. Engagement and Communication

5.1 The JOSC Chairpersons and Vice-Chairpersons have been consulted on the proposals contained in this report.

6. Financial Implications

6.1 There are no direct financial implications to consider within this report.

7. Legal Implications

7.1 JOSC is responsible for holding the Cabinet Members to account, reviewing their work and decisions and in accordance with the procedures outlined within the Joint Overview and Scrutiny Procedure Rules set out in the Councils' constitution, can request Cabinet Members to attend its meetings.

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 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

New priorities for Worthing Borough Council agreed by the Worthing Joint Strategic Sub-Committee on 5 July 2022 - [JSC Sub-Committee 5 July 2022](#)

'Our Plan' - A three year framework for Adur and Worthing Councils - [Our Plan](#)

Officer Contact Details:-

Mark Lowe

Scrutiny and Risk Officer

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Sustainability & Risk Assessment

1. Economic

Matter considered. There are a number of issues contained within the Cabinet Member Portfolio which can impact on the overall economy of the area.

2. Social

2.1 Social Value

Matter considered. The aims of the Cabinet Member Portfolio seek to achieve improved social value through improvements to the local economy and regeneration.

2.2 Equality Issues

Matter considered. The Cabinet Member will apply relevant equality considerations when considering issues within the Portfolio as appropriate.

2.3 Community Safety Issues (Section 17)

Matter considered. Relevant community safety issues are considered by the Cabinet Member when dealing with issues within the Portfolio as appropriate.

2.4 Human Rights Issues

Matter considered and no direct issues identified.

3. Environmental

Matter considered. The Cabinet Member will consider relevant environmental and sustainability issues when dealing with the issues within his portfolio.

4. Governance

Matter considered and no direct issues identified. JOSC has responsibility for holding the Cabinet Members to account and for reviewing their work and decisions. In accordance with the procedures outlined within the Joint Overview and Scrutiny Procedure Rules set out in the Councils constitution JOSC can request the Cabinet Members to attend its meetings and can ask questions of the Cabinet Members as part of this process.

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