



ADUR DISTRICT
C O U N C I L

29.11.23

Joint Strategic Sub-Committee (Adur)	
Date:	7 December 2023
Time:	6.30 pm
Venue:	The Shoreham Centre, QEII Room

Committee Membership: Councillors Carson Albury, Kevin Boram, Angus Dunn (Vice-Chair), Emma Evans, Steve Neocleous and Neil Parkin (Chairman)
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Agenda

Part A

1. **Declarations of Interest**

Members and officers must declare any disclosable pecuniary interests in relation to any business on the agenda. Declarations should also be made at any stage such an interest becomes apparent during the meeting.

If in doubt, contact the Legal or Democratic Services representative for this meeting.

2. **Minutes**

To approve the minutes of the Adur Joint Strategic Sub Committee meeting held on 7 November 2023, copies of which have previously been circulated.

3. **Public Question Time**

To receive any questions from members of the public.

Questions should be submitted by noon on Monday 4 December 2023 to Democratic Services, democratic.services@adur-worthing.gov.uk

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

4. Members questions

Pre-submitted Members questions are pursuant to rule 12 of the Council & Committee Procedure Rules.

Questions should be submitted by noon on Monday 4 December 2023 to Democratic Services, democratic.services@adur-worthing.gov.uk

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

5. Items Raised Under Urgency Provisions

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

6. 2nd Quarter Capital Investment Programme & Projects Monitoring 2023/24 (Pages 5 - 14)

To consider a report by the Director for Sustainability and Resources, copy attached as item 6

7. The working-age Council Tax Support Scheme for 2024/25 (Pages 15 - 22)

To consider a report by the Director for Housing and Communities, copy attached as item 7

8. Local Authority Housing Fund grant funding allocation for Adur District Council (Pages 23 - 32)

To consider a report by the Director for Housing and Communities, copy attached as item 8

9. Eastbrook Community Centre - Youth Investment Fund (Pages 33 - 42)

To consider a report by the Director for Housing and Communities, copy attached as item 9

10. Exclusion of the Press and Public

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

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

Part B - Not for Publication – Exempt Information Reports

11. Settlement Agreement (Pages 43 - 48)

To consider a report by the Director for Place, copy attached as item 11

Recording of this meeting

Please note that this meeting is being live streamed and a recording of the meeting will be available on the Council's website. This meeting will remain on our website for one year and will be deleted after that period. 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:
Chris Cadman-Dando Senior Democratic Services Officer 01903 221364 Email: chris.cadman-dando@adur-worthing.gov.uk	Andrew Mathias Senior Solicitor – Legal Services 01903 221032 andrew.mathias@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 Joint Strategic Sub-Committee
7th December 2023

ADUR DISTRICT COUNCIL

Key Decision : No
Ward(s) Affected: All

2nd Quarter Capital Investment Programme & Projects Monitoring 2023/24 **Report by the Director for Sustainability and Resources**

EXECUTIVE SUMMARY

1. PURPOSE

- 1.1 This report updates the Sub-Committee on the progress made on the delivery of the 2023/24 Capital Investment Programme for Adur District Council. The programme includes schemes which support the delivery of services by the Joint Services Committee.
- 1.2 The following appendices have been attached to this report:
Appendix 1: Adur District Council Capital Monitoring Summary
Appendix 2: Adur District Council Reprofiled Budgets

2. RECOMMENDATIONS

- 2.1 The Adur Sub Committee of the Joint Strategic Committee is asked to:
 - i) To note the reprofiling of the Adur District capital schemes as advised in paragraph 6.1 and appendix 2
 - ii) To approve the changes to the current schemes as set out in section 6.2 report.
 - iii) To approve a revised Housing Investment Programme as set out in Appendix 3

3. CONTEXT

3.1 In accordance with the Councils' Capital Strategy, the Capital Working Group oversees the implementation and progress of both Councils' Capital Investment Programmes.

3.2 The Capital Working Group meets regularly and monitors the programme's progress and finance, seeking to address any problems at an early stage in order for schemes to be completed within budget and timescales. Where problems are highlighted the Group considers possible remedies including virements between schemes, reprofiling of budgets between years and the withdrawal of schemes from the programme when schemes are unable to proceed. This could be due to resourcing problems, time delays or other factors beyond the Council's control.

3.3 Full summaries of the progress of all the schemes in the 2023/24 Capital Investment Programmes are prepared each quarter highlighting:

Schemes with significant challenges	Red
Schemes where progress is being closely monitored	Amber
Schemes progressing well	Green
Schemes where progress is beyond officers' control	#
Schemes with financial issues	£
Schemes where progress has improved	⇧
Schemes where progress has deteriorated	⇩

3.4 The Capital Working Group also ensures that capital schemes are approved within financial regulations.

3.5 Financial Regulations require officers to report each project on completion.

4. PROGRESS OF THE ADUR DISTRICT COUNCIL 2023/24 CAPITAL INVESTMENT PROGRAMME – Sep 2023

4.1 There are 79 schemes in the 2023/24 current capital investment programme which are progressing as follows:

	Number of schemes	Percentage %
Schemes completed	4	5%
Schemes which are progressing satisfactorily	66	82.5%
Schemes where progress is being closely monitored	10	12.5%

Schemes with significant challenges or financial issues	0	0%
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4.2 A summary of the financial movements of the 2023/24 Capital Investment Programme is attached as Appendix 1 to this report. A summary of the progress of all the schemes in the 2023/24 Capital Investment Programme is available from the Council's Intranet.

5.0 SUCCESSES AND CHALLENGES IN THE 2023/24 ADUR DISTRICT COUNCIL CAPITAL INVESTMENT PROGRAMME

5.1. The following schemes are progressing well:

5.1.1. Adur Homes Capital Investment Programme

The Adur Homes Capital Investment Programme for 2023/24 was initially approved by Council in February 2023. Following the appointment of a new Head of Property, the proposed programme has been fully reviewed and the focus of the current planned spend for 2023/24 will be on health and safety issues as well as addressing the current backlog in void property. Members were presented with full details of this change during the quarter 1 monitoring update.

Delivery of the Capital Investment Programme continues to be shaped by guidance issued to local authorities by the Regulator of Social Housing in the aftermath of the Grenfell fire. Additionally, officers are continuing stock condition surveys which will form the basis of capital programme delivery in future years. work to gain a better knowledge of the condition of Adur Homes' housing stock.

5.1.2 Adur Homes External Works Programme

The external capital works programme has been compiled and the following schemes are have begun:

- Roof replacement works to Fraser Court began in Quarter 1 and are now complete. Additional roof replacements are currently being planned.
- New Door Entry Systems have been installed at various flat blocks including Fraser Court, Watling Court and Old Mill Close

5.1.3 Adur Homes Internal Works Programme

The internal capital works programme has been compiled and the following schemes are have begun:

- A series of fire safety works programmes are continuing to push ahead with significant investment in Fire Safety improvements and the Inner Rooms programme
- Boiler replacements have been installed in 35 properties in Quarters 1 and 2.

- Refurbishments to 46 council dwellings which have become unoccupied have been carried out to enable the housing of new tenants.

5.1.3 Housing Development and Acquisition Programme

Small Sites (Hidden Homes)

Following approval of the small sites programme to deliver 56 new homes, the Council is progressing with 7 sites, 5 of these have begun construction works and will complete by the end of the financial year, whilst the remaining sites are due to commence in the new year and will be delivered by the end of the 2024/25 financial year.

Ashcroft

A budget of £540,000 was approved for RIBA Stages 1 - 3 and to gain planning approval by Summer 2022. The Council has successfully applied for Brownfield Land Release Funding (BLRF) of £407,000.

Delivery of the project is contingent on securing Homes England grant which due to the regulatory breach the Council is currently ineligible to receive. The team will use the BLRF funding to demolish the building (which is a liability) and prepare the site for construction, and are working up options for the main works package which are likely to consist of either working with a partner who is eligible for funding or waiting until Adur is formally out of breach.

South Street - Temporary Accommodation

Procurement has issued an Intention to Award Letter and once the contract has been confirmed and signed off, the design works will be finalised. The anticipated start date for construction is March 2024.

5.1.4 Information and Communications Technology - Digital Programme (Partnership Scheme with Worthing Borough Council)

The following projects are progressing well:

- i) Ultrafast Network / Gigabit Project
- ii) Wifi Upgrade / Network Refresh
- iii) Cyber Security Solutions

5.1.5 Completed Schemes

The following schemes have been completed;

- i) Commerce Way - provision of female facilities
- ii) COSHH Health and Safety Management software
- iii) Payroll Software - Bespoke System Improvements

5.2. Challenges in the 2023/24 Capital Investment Programme:

5.2.1 There continues to be challenges to the delivery of a number of schemes due to a number of factors outside the Councils controls:

Delays have been encountered as follows:

- i) In obtaining quotes and estimates from suppliers.
- ii) Long lead in times for deliveries due to supply issues.
- iii) Mid-project cost inflation presenting budget pressures.

In addition there are staffing shortages in the Technical Services Department and projects have had to be prioritised and non urgent works deferred to 2024/25.

These issues have directly impacted on a number of projects which have required additional financial support which as set out below.

5.2.2 **Albion Street.**

This project is currently delayed as the contractor has gone into administration. Emergency works have been procured to maintain security and condition of the site while a new tender process is started to find a contractor to conclude the works.

5.2.3 **Southwick Community Centre**

Works to replace the cafe windows and the windows and flooring in the Porter Room have been reviewed and a bid for additional funding has been placed for 2024/25. On approval of this additional funding the projects can begin to plan the delivery of the scheme.

6. **ISSUES FOR CONSIDERATION**

6.1 Budgets totalling £54,211,680 have been reprofiled to 2024/25 and future years, where the original project plan has changed and the schemes are not expected to complete in 2023/24. A list of schemes reprofiled is attached as Appendix 2 to this report.

6.2 The following amendments to the Adur District Council 2023/24 Capital Investment Programmes are recommended:

6.2.1 **Parks - Ground Maintenance Equipment Replacements**

Sales of parks equipment in 2022/23 generated £11,840 which is currently held in the capital receipts reserve. The registered officer has requested that these receipts are ring-fenced for the parks department and are available to spend in this year's capital budget should any equipment require replacement. The current budget is £24,610, with approval this would rise to £36,450.

6.2.2 **CCTV Partnership**

Upgrades to CCTV in Adur and Worthing are required in partnership with Sussex Police. The upgrade will reduce revenue costs and improve

transmission. A virement is requested from the corporate hardware budget of £7,820. Sussex Police will fund 30% of the project via the Safer Streets Grant Fund.

7. ENGAGEMENT AND COMMUNICATION

- 7.1 The purpose of this report is to communicate with stakeholders on the progress of the Worthing Borough Council 2023/24 Capital Investment Programmes. Officers of the Council have been consulted on the progress of the schemes which they are responsible for delivering.
- 7.2 Specific schemes are subject to public consultation (e.g new playgrounds) to ensure that they meet community needs.

8. FINANCIAL IMPLICATIONS

- 8.1 There are no unbudgeted financial implications arising from this report as the Adur District Council 2023/24 Capital Investment Programmes were approved by the Council in February 2023. Subsequent changes have been reported to and approved by the Joint Strategic Committee or by Officers where a delegation exists. The issues considered in this report can be funded from within existing resources or through external funding.

9. LEGAL IMPLICATIONS

- 9.1 Section 28 Local Government Act 2003, as amended by the Localism Act 2011, provides that where in relation to a financial year, a Local Authority has made the calculations required by sections required by sections 31A 32, 42A and 42B of the Local Government Finance Act 1992, it must review them from time to time during the year. If it appears that there has been a deterioration in its financial position it must take such action, if any, as it considers is necessary to deal with the situation.
- 9.2 Section 151 of the Local Government Act 1972 requires the Councils to make arrangements for the proper administration of their financial affairs.
- 9.3 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.

Background Papers

- Capital Investment Programme 2022/23 – 2025/26 Adur District Council
- Capital Strategy 2023/26.

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SUSTAINABILITY AND RISK ASSESSMENT

1. ECONOMIC

- The capital programme prioritisation model awards points for capital project proposals that impact positively on the economic development of our places or the economic participation of our communities.

2. SOCIAL

2.1 Social Value

- The capital programme prioritisation model awards points for capital project proposals that impact positively on our communities.

2.2 Equality Issues

- The capital programme prioritisation model awards points for capital project proposals that address DDA requirements and reduce inequalities.

3. ENVIRONMENTAL

- The management, custodianship and protection of our natural resources are considered when capital schemes are assessed for inclusion in the Councils' Capital Investment Programme.

4. GOVERNANCE

- The Councils' priorities, specific action plans, strategies or policies are considered when capital schemes are assessed for inclusion in the Councils' Capital Investment Programmes.
- The Councils' reputation or relationship with our partners or community is taken into account when capital schemes are assessed for inclusion in the Councils' Capital Investment Programmes.
- Resourcing, risk management (including health and safety) and the governance of either Council are fully considered during the preparation of the Councils' Capital Investment Programmes.

CAPITAL MONITORING SUMMARY 2023/24									2nd Quarter
Executive Portfolios	(1) Total ADC Scheme Budgets £	(2) Previous Years' Spend £	(3) 2023/24 Original Budget £	(4) Net budget b/f from 2023/24 £	(5) Approved Changes to Original Budget £	(6) 2023/24 Budget Reprofiles to and (from) 2024/25 £	(7) 2023/24 Current Budget £	(8) 2023/24 Spend to Date £	(9) Spend % of Current Budget
Adur Homes and Customer Services	81,837,335	17,327,815	34,440,830	4,796,690	1,900,000	10,475,080	30,662,440	7,951,018	25.93%
Environment and Leisure	4,000,610	538,630	1,728,840	459,550	252,770	128,200	2,312,960	238,679	10.32%
Communities and Wellbeing	998,680	990	607,050	137,470	11,170	-	755,690	680	0.09%
Regeneration and Strategic Planning	7,685,750	4,354,560	2,241,270	206,570	600,000	-	3,047,840	550,568	18.06%
Resources	132,876,740	84,970,260	45,854,190	537,750	(77,470)	43,608,400	2,706,070	109,565	4.05%
TOTALS	227,399,115	107,192,255	84,872,180	6,138,030	2,686,470	54,211,680	39,485,000	8,850,509	22.41%

Financing of 2023/24 Programme:

Adur Homes Capital Programme:	£'000
Capital Receipts:	650
Major Repairs Reserve:	4,940
Capital Grants:	268
Prudential Borrowing:	20,794
	<hr/>
	26,652

General Fund Capital Programme:	£'000
Prudential Borrowing:	8,950
Capital Receipts:	367
Government Grants:	1,447
Revenue Reserves and Contributions	198
S106 Receipts	349
Other Contributions	1,522
	<hr/>
	12,833

Summary of Progress:

Schemes with significant challenges:	0
Schemes where progress is being closely monitored:	10
Schemes progressing well or completed:	70
Total Schemes:	80



ADUR DISTRICT COUNCIL - CAPITAL BUDGETS REPROFILED TO FUTURE YEARS

Scheme	Reprofiled Budgets	Reason
1. Schemes in Progress where the completion has been delayed beyond 31st March 2023		
Adur Homes Capital Investment Programme		
Beachcroft Place Communal Works	50,000	Works to begin in January for 19 weeks. Budget reprofiled in line with anticipated expenditure
Development of Properties	8,253,330	i) Small Sites Programme - Construction expected to begin on a number of sites. Some sites to begin in 2024/25. Budget reprofiled in line with anticipated expenditure.
General Fund Schemes		
Commerce Way - Replacement floor coverings	100,000	Some reactive work has been carried out in 2023. Technical services are focused on delivering higher priority projects and anticipate this project will begin in 2024/25
Cyber Security	19,980	The mobile phone security software will go live from April 2024.
Housing Development - South Street Car Park	2,171,750	Currently in the design phase. Construction expected to begin in 24/25. Budget profiled in line with anticipated expenditure.
Public Conveniences - Rolling programme of upgrades and improvements	110,000	Technical services are focused on delivering higher priority projects and will begin work on selected public convenience sites in 2024/25
Strategic Property Investments	43,488,420	Investments in property for regeneration or service delivery. Currently no suitable properties have been identified that meet the council's strategic needs.
Street Cleansing Vehicles - EV charging points	18,200	Charging points to be installed in 24/25
Total Reprofiled Budgets:	54,211,680	



ADUR DISTRICT COUNCIL

Key Decision: No

Ward(s) Affected: All

The working-age Council Tax Support Scheme for 2024/25

Report by the Director for Housing & Communities

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Executive Summary

1. Purpose

- 1.1. Council Tax Support is a scheme to help some people pay their Council Tax. This depends on their income and personal circumstances and is only available to some people in the UK who are living on a low income.
- 1.2. The Council Tax Support scheme must be considered each year as part of the Local Government Finance Act 2012 (which introduced the framework for localism of Council Tax Support), with Members confirming revisions, continuing the scheme as is or replacing this with another scheme.
- 1.3. This Scheme forms an important part of this council's approach to supporting people living on the lowest incomes, as part of our Proactive approach.
- 1.4. The report asks Members to continue this scheme with no changes and to recommend this to the Full Council in respect of 2024/25.

2. Recommendations

- 2.1 The Joint Strategic Sub-Committee is asked to:
- a. Note the content of this report;
 - b. Consider recommending to Adur District Council that the Council Tax Support scheme for Adur District Council in respect of working age customers for 2024/25 should
 - i. Be based upon the scheme for 2023/24 with no restrictions; and
 - ii. Not be further altered with any other changes beyond necessary technical amendments required to keep the scheme consistent with the national rules in respect of Housing Benefit

3. Context

- 3.1 The Council Tax Support (CTS) scheme provides reductions in council tax to give financial assistance to people on low incomes.
- 3.2 Each year the council is required to consider whether to review its local scheme. The Local Government Finance Act 2012 sets out the process by which councils must approve a local CTS scheme. Regulations include protection for pensioners and refugees but allow councils to make changes in the way that support is calculated for working age claimants.
- 3.3 CTS replaced the former national Council Tax Benefit (CTB) scheme from April 2013. The CTS scheme for pensioners continues to be prescribed by the government and allows up to 100% support against council tax liability.
- 3.4 The scheme for Working Age claimants is determined locally, however the Government set out its expectations for local authorities to protect the vulnerable and for schemes to support incentives to work. Where councils seek to amend their scheme it is necessary to consult major preceptors and stakeholders to inform a final scheme design.
- 3.6 The costs of the schemes directly impact on the overall budget-setting process for each council and the scheme parameters therefore need to be determined at or before the annual tax-setting meeting held each February.

4. Issues for consideration

- 4.1 The introduction of local schemes was accompanied by a reduction of around 10% in the amount of subsidy paid to local authorities. However, the cost of benefits fell during 2013/14 and the final net cost of introducing the scheme in 2013/14 was substantially lower than expected. The scheme is demand led and the working age caseload will fluctuate. It remains difficult to forecast caseload and expenditure with any degree of certainty in the backdrop of the current economic climate and cost of living crisis.

2013/14 estimated cost of CTS	Council share of overall cost	Grant received	Net cost	Percentage shortfall in funding
£'000	£'000	£'000	£'000	%
4,975	856.7	-850	6.7	0.78%

4.2 Over the past few years the cost of CTS has generally fallen, following local trends in employment. During the early part of 2020/21 the council experienced an increase in the cost of CTS reflecting the impact of the COVID-19 pandemic but since June 2021 (when there were 2,223 working age claims in payment) there has been a continual decline in the number of live claims and as at 1 September 2023 there are 1,807 working-age customers receiving CTS.

4.3 CTS replaced the former national Council Tax Benefit (CTB) scheme from April 2013. Since the introduction of the local scheme the costs of the CTS scheme is shown below:

Financial year	Cost of CTS	Overall Average Council Tax increase	Annual increase / decrease (-)	
	£'000	%	£'000	%
2012/13 Actual	5,195	N/A	N/A	N/A
2013/14 Actual	4,976	0.00	-219	-4.22
2014/15 Actual	4,633	0.18	-343	-6.89
2015/16 Actual	4,414	0.00	-219	-4.73
2016/17 Actual	4,313	3.51	-101	-2.29
2017/18 Actual	4,314	3.51	1	0.02
2018/19 Actual	4,295	4.92	-19	-0.44
2019/20 Actual	4,332	5.48	37	0.86
2020/21 Actual	4,628	3.78	296	6.83
2021/22 Actual	4,578	4.78	-50	-1.08
2022/23 Actual	4,410	2.98	-168	-3.67
2023/24 (Estimate)	4,487	4.67	77	1.75

4.4 However, the grant towards the cost of CTS schemes has been consolidated into the Revenue Support Grant and the retained Business Rates scheme. The combined income from these sources has fallen each year, and the Revenue Support Grant has now ceased as a source of income to the council. This means that the council has

faced an ever-increasing cost associated with the scheme. In 2023/24, the level of subsidy is estimated to be:

2023/24 cost of CTS	Council share of overall cost	Estimated Grant received	Net cost	Percentage shortfall in funding
£'000	£'000	£'000	£'000	%
4,487	696.0	-403.3	292.70	42.05

The table highlights that Adur District Council has to fund locally £292.7k of the cost of its CTS scheme, with government funding only meeting 57.95% of the council's costs. As the largest proportion of the council tax set relates to the West Sussex County Council precept, the county council meets the largest share of the cost of the scheme with council tax income foregone.

4.5 For Members' information, the annual in-year collection rates for council tax in respect of the last five financial years has been:

2018/19	2019/20	2020/21	2021/22	2022/23
97.96%	97.59%	96.09%	97.07%	96.95%

4.6 During the current financial year council tax collection has remained challenging as the result of both the cost of living situation and seeking to recover sums that weren't paid during the pandemic. Due to resource constraints, formal recovery action ceased from April to the end of August 2023. However, as at 31 August 2023 the in-year collection rate was 50.42% (-1.36% compared to 31 August 2022) which is still very comparable with neighbouring authorities. It should be noted that how we collect Council Tax is part of our overall digital transformation programme for the service. However the current budget pressures is creating additional pressure right now in terms of resourcing this work whilst it is transformed.

5. Engagement and Communication

5.1 Given that the recommendation for Members is to continue with this scheme with no changes, consultation is not required. Consultation is only required if the fundamental criteria of the schemes is amended. Further details are provided in section 7 of this report.

6. Financial Implications

6.1 When the £5 restriction was introduced by Worthing Borough Council in 2015/16, the council saw an immediate increase in Council Tax income, however to achieve this level of income the council needed to invest in additional staff, a new hardship fund and allow for an increased level of write-off. The eventual financial benefit was:

	Overall gain in 2015/2016	Worthing Borough Council share
	£000	£000
Estimated impact of reduced Council Tax Support cost on Council Tax income	1,098.7	153.5
Less: Additional staffing required	-20.0	-20
Less: Hardship Fund	-80.0	-20
Less: Allowance for increased write offs @ 5%	-54.9	-7.7
	943.8	105.9

- 6.2 If Adur members choose to implement a £5-per-week restriction accompanied by a discretionary Council Tax Support Hardship Fund, the financial gain in respect of 2024/25 is estimated to be:

	Overall	Adur District Council share
	£000	£000
Estimated impact of reduced Council Tax Support cost on council tax income	550.1	85.4
Less: Hardship Fund	-66.0	-24.0
Less: Allowance for increased write-offs @ 5%	-27.5	-4.3
	639.3	57.1

However the final cost would depend on the council tax that is set for 2024/25, the number of claimants and their income levels.

7. Legal Implications

- 7.1 The Local Government Finance Act 2012 amended the Local Government Finance Act 1992 in relation to Council Tax Reduction Schemes (England).
- 7.2 The 1992 Act provides that a billing authority's Council Tax Reduction Scheme must include prescribed matters set out in the Council Tax Reduction Schemes (Prescribed Requirements) (England) Regulations 2012.
- 7.3 Paragraph 3 in Schedule 1A of the 1992 Act states that before making a scheme the authority must consult the major precepting authority, publish a draft scheme and consult such other persons as it considers are likely to have an interest in the operation of the scheme.

- 7.4 Paragraph 5 in Schedule 1A of the 1992 Act states that each financial year each billing authority must consider whether to revise its scheme or to replace it with another scheme and that a duty to consult applies when revising a scheme in the same way as when the authority was making the scheme.
- 7.5 If Members determine that, beyond the necessary technical changes to keep the respective Council Tax Support schemes aligned with the national rules for Housing Benefit, no other changes will be made to the schemes for 2024/25, there will be no revision to the schemes and therefore the duty to consult with residents does not apply.

Background Papers

Localising Support for Council Tax in England report to the Joint Strategic Committee held on 22nd July 2014

Welfare Reform Act 2012

Local Government Finance Bill 2012

Minutes of the meetings of the Joint Strategic Committee of Adur District and Worthing Borough Councils held on 26 July 2012, 28 November 2012, 3 December 2013, 2 December 2014, 2 February 2016, 10 January 2017, 5 December 2017, 31 January 2019, 14 January 2020, 1 December 2020 and 7 December 2021

Minutes of the Adur Full Council meeting held on 16 December 2021

Sustainability & Risk Assessment

1. Economic

Whilst council tax represents an important source of income to the councils, financial support must be provided to residents on a low income via appropriate CTS schemes.

2. Social

2.1 Social Value

Adur District Council's CTS Scheme is an important part of the authority's work to support those on low incomes and most in need. This work is undertaken with the backdrop of the pandemic and now the cost of living pressures that have had negative impacts on a number of our most vulnerable residents

Pressures on the cost-of-living have for example seen an increasing need for financial and food support in Adur and demand still remains high across voluntary and community sector partners and frontline council services. In this context the CTS scheme represents the council's commitment to providing financial support to residents on low incomes and sits alongside other work including our cost of living action plan, Proactive, our ethical debt policy and other support and prevention services.

Adur's CTS scheme is more important than ever in helping those in need in the district, yet it is also vital for the council's financial stability and resilience that the council is able to collect the money owed to it. Income from council tax plays a significant role in the council's budget, contributing towards a range of critical services including waste collection, parks and open spaces and housing services. The council has a legal duty to bill council tax and enforce non-payment under the Local Government Finance Act but through our ethical debt policy we are striving to act with compassion to support residents facing debt and hardship and to proactively identify those in need. This not only means signposting those needing support from the CTS scheme or other schemes managed directly by the council or central government (like Universal Credit) to help maximise income, but also signposting residents for debt and wellbeing advice and agreeing affordable repayment plans. In undertaking this work the council seeks to balance its fiduciary duties and be fair to those that do pay council tax and those genuinely struggling to pay.

2.2 Equality Issues

Matter considered and no issues identified.

2.3 Community Safety Issues (Section 17)

Matter considered and no issues identified.

2.4 Human Rights Issues

Matter considered and no issues identified.

3. Environmental

Matter considered and no issues identified.

4. Governance

Matter considered and no issues identified.



Adur Joint Strategic Sub-Committee
7 December 2023

ADUR DISTRICT C O U N C I L

Key Decision [Yes/No]

Ward(s) Affected:

Local Authority Housing Fund grant funding allocation for Adur District Council

Report by the Director for Housing and Communities

Officer Contact Details: Anthony Probert, Senior Development Manager, anthony.probert@adur-worthing.gov.uk, 07824521957.

Executive Summary

1. Purpose

- 1.1. The report seeks approval of the use of grant funding allocated to Adur District Council for the provision of homes for refugees under the Local Authority Housing Fund (LAHF) programme. Approval is needed to allow the councils to deliver this programme.
- 1.2. The grant can be spent on purchasing new homes or refurbishing existing properties. In Adur both options are being explored, and it is currently considered that the best use of the grant funding is to purchase new properties.
- 1.3. This report will set out the need for the homes, the funding which the council can benefit from to deliver the homes, and the options we have considered to deliver this programme.

2. Recommendations

- 2.1. To accept the Local Authority Housing Fund grant of £559,066 from the government and to commit to delivering the accommodation required under the fund.
- 2.2. To adopt the preferred delivery option - to purchase new property - and approve a budget of £549,948 by way of a loan (49% of the total project budget).
- 2.3. To approve a total budget of £1,109,024, comprising the grant of £559,066, and loan of £549,958, to deliver this programme.
- 2.4. Should members prefer a second model of delivery - of refurbishing council homes that are currently unviable to improve - then a budget of £427,000 by way of a loan (44% of the total project budget) would require approval, to enable the refurbishment of existing properties. This would require approval of a total budget of £986,066.
- 2.5. To delegate authority to the Assistant Director for Housing and Homelessness Prevention to approve the selection of properties which this funding is allocated to, for either purchase or refurbishment.

3. Context

- 3.1. The Local Authority Housing Fund (LAHF) is a £500m capital grant fund, launched in December 2022, to support local authorities in England to provide housing for those displaced by war and conflict, in particular in response to the Afghan and Ukraine humanitarian schemes which offered a safe and legal entry route to those fleeing conflict. Further details can be found in the prospectus linked at the foot of this paper. This funding enables delivery of additional housing to assist mitigate local pressures arising from those generously welcomed refugees under the sponsorship scheme.
- 3.2. This funding pot sits outside the mainstream Affordable Housing Programme (AHP) managed by Homes England and is directly administered by the Department for Levelling Up, Housing and Communities (DLUHC).
- 3.3. Refugees were identified as one of five priority groups in Adur District Council's (draft) Housing Needs Assessment (September 2023). The report stated that stakeholders reported many people seeking asylum and granted refugee status who have previously been accommodated in Adur and

Worthing are no longer offered housing support. The funding currently available via the LAHF would assist in rectifying some of this.

- 3.4. Over 170,000 refugees have been welcomed to the United Kingdom following the government's response to the conflicts in Afghanistan and Ukraine. The LAHF aims to alleviate some of the housing pressures on local authorities arising from this migration.
- 3.5. The South East Strategic Partnership for Migration retains statistics on the need for homes for refugees across the South East. The current data indicates that there are 99 Ukrainian and Afghan refugees in need of a home in the Adur District. We are seeking to discuss and understand the identified need further with the South East Strategic Partnership for Migration, including understanding the number of families in need. If these arrangements break down, then the families are eligible to make homeless applications, placing additional pressures on temporary accommodation.
- 3.6. The LAHF funding is available to the council until 31st March 2024. By this time, we must have either purchased or refurbished properties in the Adur District in order to benefit from the grant. The fund aims to provide local authorities with as much flexibility as possible to shape local delivery according to circumstances in each area. If purchasing properties, at least one property must be a 4-bed home (or 2 No. two-bed properties located next to one another).
- 3.7. Adur District Council has been allocated £559,066 from the LAHF. This funding allocation is generally in excess of what we would receive from Homes England for our new developments. This money would either be spent on purchasing 3 homes (to include 1 x 4 bed homes), or it would be spent refurbishing existing housing stock.
- 3.8. The Housing Team would work with West Sussex County colleagues to allocate the properties to those who are eligible, homeless or at risk of homelessness and who currently live in unsuitable temporary arrangements. WSCC also has funding to meet costs associated with move-in and set up of a home as well as assist with rent and rent in advance if needed and there would be no additional financial burden to the council.
- 3.9. The scheme enables housing solutions to support effective resettlement and economic integration of the eligible cohort and once the current need for this type of accommodation declines, we will have the benefit of additional assets that we will use to meet our wider housing needs and in accordance with our housing policies.

4. Issues for consideration

4.1 Existing context

- 4.1.1 Adur's allocation under the LAHF is £559,066, of which the first tranche of £167,720 has been received and is being held in reserve.
- 4.1.2 To avoid handing back the grant, we must either have purchased or refurbished properties, ready for occupation, by 31st March 2024. The balance of the funding can be claimed on a per property basis as homes are delivered. If we request payment of spending by the 15th of each month we would receive the grant money that month.

4.2 Option for purchasing properties

- 4.2.1 In the Adur district three properties could be purchased using the LAHF. One of these must be a four-bed property (or 2 No. two-bed properties located next to one another), and the other two properties must have at least two bedrooms.
- 4.2.2 Rightmove has been consulted to identify potential properties. Due to the need to complete purchases by the 31st March 2024, it is considered that only new build properties should be considered for purchase. This is because new build properties would not be involved in a selling chain.
- 4.2.3 Purchasing properties which are not new builds, within our budget, would also likely incur further unknown costs such as detailed surveys to ascertain the condition of the properties, and repairs to the properties to ensure they are of a suitable standard for new occupants.
- 4.2.4 Properties have been identified which it is understood are either available immediately or will be available for completion before 31st March 2024. The four-bedroom property is located on the New Monks Park development, and 2 No. two-bedroom properties are located in Sompting.

4.3 Refurbishing properties

- 4.3.1 Adur Homes benefits from owning existing housing stock. Whilst some properties could be refurbished using the grant funding, it is currently considered that the refurbishment works are likely to be extensive, such as remediating asbestos before the grant funding deadline of the 31st March 2024. There is also the possible alternative option of disposing of the properties, as this would provide revenue to the Council.

4.4 Identification of preferred option

- 4.4.1 The preferred option is to purchase new build properties in Adur District. This is because the sale of the properties will not be subject to a selling chain, which could see the sales extend beyond 31st March 2024, at which point we can no longer purchase the properties with the benefit of the funding. Buying new properties also avoids the additional expense of survey work to establish the condition of the properties, and the greater refurbishment works likely to be required on older properties.
- 4.4.2 The refurbishment of existing stock has been considered, however Adur Homes have already identified that extensive refurbishment works are required, and they are considering disposal of some properties to generate revenue for the Council.

5. Project Financing

- 5.1 The LAHF allows funds to be spent on both the purchase and refurbishment of properties. For the purchase of properties, the funding is different between 2-bed/3-bed properties, and 4+ bed properties.
- 5.2 For 2-bed properties (which we would be seeking to purchase to minimise the additional cost to the council), the amount of grant per property is calculated as 40% of the average lower quartile property price in the council area. A further £20k per property is then added to account for other costs (including refurbishment).
- 5.3 For 4+ bed properties, the amount of grant per property is calculated as 50% of the estimated lower quartile property price for a 4+ bedroom property in the council area. A further £20k per property is then added to account for other costs, including refurbishment.
- 5.4 An appraisal has been prepared using the Optimix model showing likely project costs of purchasing properties as follows:

Project Cost	3 homes - £
Acquisitions	1,075,000
Legal fees	6,050
Surveyors	3,474
Works/fit out	4,500
Development management	10,000

Contingency	10,000
Total	1,109,024

5.5 This would be funded as follows:

Funding	£
Grant	559,066
Loan	549,958
Total	1,109,024

5.6 The appraisal work suggests that the loan costs would be covered from 2024/2025, assuming LHA rent levels (which is compliant with the terms of the funding). The loan required would cover 49% of the project budget, meaning the grant funds 51% of the project.

6. Engagement and Communication

6.1 It is understood that we need to be sensitive to community dynamics, and avoid a concentration of refugee homes in communities. This would be achievable due to the comparatively low numbers of properties which would form part of this project (only 3 properties).

6.2 Advice is being sought from the council's communications team as to how best to sensitively and proactively communicate the project to residents. We will also be consulting with the Safer Communities Team. Additional advice will be sought from the South East Strategic Partnership for Migration, and West Sussex County Council, as appropriate.

5. Financial Implications

5.1 A budget of £1,109,024 is recommended for approval to purchase 3 properties. This will be funded by the Adur allocation of the Local Authority Housing Fund (LAHF) £559,066, and £549,958 from borrowing. The scheme is proposed as an invest to save scheme.

5.2 A full appraisal has been completed on the assumption that the properties would be allocated to refugees for the first 5 years and thereafter available for

use as supply for emergency and temporary accommodation. On this basis the cost of borrowing will be met through income for the first 5 years and thereafter through revenue savings from use as EA/TA compared to the alternative cost of bed and breakfast.

5 Year period of assumed allocation to Refugees

	<u>Year 1</u>	<u>Years 1-5</u>
Cost of Borrowing	£30,125	£150,626
Maintenance costs	£1,705	£9,215
Service Charges	£2,709	£14,368
Income (based on LHA)	(£34,106)	(£177,490)
Net cost/(income)	£433	(£3,281)

The income is marginally less than the costs in year 1, however the appraisal include a contingency allowance which it is expected will mitigate this risk.

Years 6 to 25 - Properties available for use as Emergency and Temporary Accommodation

<u>Years 6 to 25</u> <u>(cumulative figures)</u>	Purchased properties utilised as EA/TA	Alternative B&B
Net cost	£392,682	£872,141
Net saving to General Fund		£479,459

- 5.3 Whilst the properties are allocated to refugees the income from the Local Housing Allowance covers all costs, therefore in a scenario where the properties are allocated to refugees for longer than 5 years the scheme still meets the invest to save principle.

6. Legal Implications

- 6.1 Under Section 111 of the Local Government Act 1972, the Council has the power to do anything that is calculated to facilitate, or which is conducive or incidental to, the discharge of any of their functions.

- 6.2. 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
- 6.3. s1 Local Government (Contracts) Act 1997 confers power on the local authority to enter into a contract for the provision of making available of assets or services for the purposes of, or in connection with, the discharge of the function by the local authority
- 6.4. The Grant Funding must also be spent by the Council in a way that does not breach the funding terms and conditions or create any unlawful state aid to any commercial undertaking

Background Papers

- LAHF Prospectus:
https://drive.google.com/open?id=1kGdne2ZljWfzE3FaGaqTi1AiqnHplQbp&usp=drive_fs.
- Previous Reports - particularly where related decisions were made.
- Strategy / Policy Documents
- Guidance Documents

Sustainability & Risk Assessment

1. Economic

The proposal permanently brings additional homes into the Council's control to support refugees, then once the refugees have moved on the Council would be able to permanently retain the properties and use in line with our housing policies.

2. Social

2.1 Social Value

The proposals will provide good quality modern homes which will provide permanent accommodation, ultimately providing homes for residents and which will avoid the need to put households into substandard, small or cramped accommodation. In the immediate term they will provide homes for refugees who have been identified as a prosperity group in the recent housing needs assessment.

2.2 Equality Issues

Funding is provided by the DLUHC to provide homes for refugees in response to the global climate and the government's humanitarian response. Once this use has ceased the dwellings can be used in accordance with the Council's housing policies. The Council has a responsibility under the Homelessness Reduction Act 2017 to provide interim accommodation to eligible households with the criteria for eligibility set and agreed by the Council.

2.3 Community Safety Issues (Section 17)

Not all dwellings will be provided in the same location in order to avoid a concentration of the proposed use.

2.4 Human Rights Issues

Matter considered and no issue identified.

3. Environmental

All dwellings have already been constructed, and it is understood they have been delivered in accordance with current legislation.

4. Governance

The proposals in this report are in line with the Local Authority Housing Fund prospectus.



ADUR DISTRICT COUNCIL

Adur Joint Strategic Sub-Committee
7 December 2023

Key Decision [Yes]

Ward(s) Affected: Eastbrook

Eastbrook Community Centre - Youth Investment Fund

Report by the Director for Housing & Communities

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Executive Summary

1. Purpose

- 1.1. The purpose of this report is to update Members on the anticipated receipt of Youth Investment Funding and outline the prospective allocation for the funding, in line with likely provisions determined in the Grant Funding Agreement (TBD).
- 1.2. To present the project that Adur District Council will be seeking to deliver with the funding and how this will impact locally, forming part of the long term 'place' strategy.

- 1.3. To confirm the agreed and allocated funding can be released to deliver youth interventions, to support a significant number of young people within the local community and in turn have a positive secondary impact locally (local insight data).

2. Recommendations

- 2.1. To agree to ADC receiving the Youth Investment Funding (circa £500K) to deliver two new modular buildings (reactivating the currently unusable surface at the rear of the building) for the purpose of directly delivering youth interventions and support.
- 2.2. To delegate authority to the Director for Housing and Communities, the authority to deliver the required outcomes (as per the Grant Funding Agreement) within the approved budgets.

3. Background - Youth Investment Fund - Phase 2 (YIF)

- 3.1. Provided by DCMS, an opportunity for funding (totalling £368m over 3 years) was made available to eligible places across England to expand and improve local youth facilities and their services. The aim of the fund is to create 300 sustainable facilities that represent value for money, are environmentally sustainable and provide positive activities for young people aged 11-18.
- 3.2. The YIF phase 2 sets out to transform and 'level up' the out-of-school youth sector by driving positive outcomes for young people, through improved mental/physical health and developing skills for life and work in priority areas.
- 3.3. The funding is allocated to ensure that help is provided in the areas that need them most. 674 wards across 45 higher tier authority areas were selected based on the following criteria:
 - Having isolated pockets of need/ lack of local authority provision
 - No. of Young People not in education, employments or training (NEETs)
 - Deprivation of local community.
- 3.4. Based on the metrics used, nine wards across West Sussex were identified, 4 of which were within Adur and Worthing. A breakdown is shown below:

Southlands	Adur	West Sussex
Eastbrook	Adur	West Sussex
Mash Barn	Adur	West Sussex
River	Arun	West Sussex
Courtwick with Toddington	Arun	West Sussex
Chichester East	Chichester	West Sussex
Broadfield	Crawley	West Sussex
Bewbush & North Broadfield	Crawley	West Sussex
Northbrook	Worthing	West Sussex

- 3.5. An allocation of £1.1m has been made available to facilitate projects across the county within the stipulated ward areas. The funders expected applications from either a lead applicant with partners from other authorities or from individual authorities.
- 3.6. It should be noted that this fund was competitive and its primary focus was on capital investment, specifically renovating existing or creating new environments for youth services (modular building construction). An element of revenue funding was permitted as part of the bid (5-1 Capital/ Revenue), to offset the cost of staffing/ running costs for the duration of the fund (to the end of 2024/25). Bids could only be considered where the land is owned (or there is permission to use) by the applicant. This is to ensure a sustained legacy from the investment.
- 3.7. In summary, the funds parameters and outcomes are as follows:
- £1.1m available in West Sussex for targeted youth interventions.
 - Seeking to deliver interventions that will help young people grow and better their physical and mental wellbeing.
 - Targeting 11-18 year olds for youth work out of school (3-10 pm). It is recognised that outside of this time, facilities could be utilised by the wider community.
 - Capital weighted fund (5:1 Capital:Revenue).
 - Areas identified as eligible (due to need) were Eastbrook, Mashbarn and Southlands in Adur and Northbrook in Worthing.

- Competitive application process that opened in August with a deadline of September 2023.

4. Context

- 4.1. The creation of this fund provides a real opportunity for the Council to develop their approach and social investment in young people. Through providing new or reimagined facilities, the fund will create a sustainable foundation to deliver vital provisions to 11-18 year old young people to assist with life skills development and improved mental and physical wellbeing. The fund enables the Council to start building its local neighbourhood model, providing a facility for partners and communities to collaborate around young people. The intention is that this facility will work with other local community buildings / assets to help build a 'Fishersgate Campus' approach, whereby this specific building becomes the youth offer for the area, and works alongside other offerings, e.g. the Gateway Hub (next door) has a focus on families). The fund will create a legacy for the community.
- 4.2. The funding opportunity for West Sussex is capped at £1.1m with a competitive application process live. The £1.1m will be used for all approved projects by Local Authorities and or Government Organisations in West Sussex. However, we are aware that it's likely there will be no submission from Crawley Borough Council or Chichester District Council and it is also likely that Arun District Council and local education settings will not be applying. As such there is an opportunity to apply for a larger share of pot on this occasion.
- 4.3. The fund also offers the opportunity to achieve the desired outcomes through a partnership/collaborative working. How this looks is largely down to the lead applicant to determine (through an agreement albeit high level or formal). However, the opportunity presents the potential to reduce the burden on Council resources and provide a quality service provided by qualified and or experienced groups and organisations.
- 4.4. Following an extensive desk and site based exercise, the nominated preferred location for the proposed project was Eastbrook Community Centre on Eastbrook Recreational Ground. The options appraisal can be found appending this report however with the available land, committed capital programme, available space and existing infrastructure, the site was a clear favourite to align with the funding model and criteria.
- 4.5. The application process was formed of two components. Initially an EOI was submitted to determine the outline of the proposed project and to ascertain whether

the project aligned with the funding criteria and guidance. On receiving successful feedback from the Relationship Manager (RM) at the agency acting on behalf of the funder (The Key Fund), ADC were invited to submit a full application for assessment. This was completed in January 2023 and is in the process of being assessed currently.

- 4.6. ADC's application has received positive feedback and passed the first stage (of two) in the assessment process. Notification of the final stage of assessment will be released in the coming week(s) and should be announced before Christmas 2023.
- 4.7. This paper is seeking approval to receive the YIF funding to deliver youth interventions at Eastbrook subject to the formal decision before the end of the year.

5. Delivering the project

- 5.1. Subject to the funding being approved, the scheme is anticipated to begin in Spring 2024 following a procurement exercise to appoint a contractor to deliver the MMC design.
- 5.2. The project itself will see the delivery of two new modular buildings (situated behind the existing community centre) which will support the existing infrastructure and facilitate the delivery of targeted youth intervention. On completion the project will have activated previously 'dead space' and provide a range of activities and programmes for the local communities.
- 5.3. Preparation works are scheduled to be completed by Summer 2024 with the MMC scheduled to be installed by early Autumn. The new facility will then undergo facilitation to make sure the relevant services and utilities are operational. The project delivery and handover is anticipated to be October/November 2024 with the new build open thereafter.
- 5.4. The predetermined youth interventions will be active for a period of three years whereby the programme will be reviewed to ensure it continues to meet the local need.

6. Issues for consideration

- 6.1. Failure to secure the authorisation to use the YIF funding for youth interventions at Eastbrook Community Centre, will have a significant impact on the success and viability of the centres operation (and a failure to yield the positive impact locally).

Central government and the ONS level of deprivation suggest the area is in critical need of youth provision and without funding this cannot be achieved.

- 6.2. The Grant Funding Agreement (GFA) will determine how the fund is to be spent and must be adhered to. The fund is a mixture of capital and revenue with the capital funding the new MMC buildings and revenue facilitating the 'fit out' and resources required to deliver the youth interventions (staff and equipment). The fund will also stipulate the requirement to ensure the interventions remain active for a period of three years from the date of the GFA.
- 6.3. If successful, the project will require ADC to recruit an officer to manage the facility and undertake the youth interventions/activities. This will be a fully funded position for the length of the project and allow resources used to operate the facility to be removed and resigned to alternative areas (revenue saving).

7. Engagement and Communication

- 7.1. From the initial contact with the funder, internal officer support has been apparent which enabled the application to be worked up and submitted. CLT briefings have ensured all officers are aware of the progress and next steps.
- 7.2. Project working group, with key officers, has been established to ensure the project hits the ground running and offers a swift delivery.
- 7.3. Members have been made aware through regular briefing papers and will continue to be reported to through informal cabinet and papers.
- 7.4. Local youth groups and local businesses have been engaged with, to derive the type of activity needed to support the centre, community, area and project. We believe that by understanding what the need is locally the success of the project is more likely to be realised.

8. Financial Implications

- 8.1. Adur District Council is likely to receive funding of £550,000 from the Youth Investment Fund which can be used to support the project set out above.
- 8.2. It is proposed to allocate the full fund £550,000 to facilitate the capital delivery of the new modular facilities, equipment and fit out, recruitment of a youth worker and delivery youth interventions.

- 8.3. Under the Council's financial regulations, any budget virement over £100,000 should be approved by the Joint Strategic Committee.

9. Legal Implications

- 9.1. Under Section 111 of the Local Government Act 1972, the Council has the power to do anything that is calculated to facilitate, or which is conducive or incidental to, the discharge of any of their functions.
- 9.2. 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
- 9.3. s1 Local Government (Contracts) Act 1997 confers power on the local authority to enter into a contract for the provision of making available of assets or services for the purposes of, or in connection with, the discharge of the function by the local authority
- 9.4. The Grant Funding must be spent by the Council in accordance with the terms of the Funding Agreement and in a way that does not breach the funding terms and conditions or create any unlawful state aid to any commercial undertaking.

Background Papers

[YIF - Briefing Note - August 2023](#)

[YIF - Revised Briefing Note](#)

[Youth Investment Fund Options Appraisal](#)

[YIF - Briefing Note - January 2023](#)

Sustainability & Risk Assessment

1. Economic

- Direct positive impact with 1 FTE being employed to help deliver the project with wider indirect impact in the local communities and businesses through the project and aforementioned outcomes (youth qualifications, future employability).

2. Social

2.1 Social Value

- Improved knowledge and skills around employment, life skills and systems. Greater chance of employment and or better employment, improved local economy, infrastructure and connectivity.

2.2 Equality Issues

- The project is designed to deliver interventions for those aged 11-18, but the enhanced and increased facility WILL also cater to the wider community, including many user groups (disability, elderly, community groups) able to use the facility around the youth delivery.

2.3 Community Safety Issues (Section 17)

- Providing interventions for young people in the community will create an opportunity to engage with activities, learning and development which is currently sadly lacking. This in turn has the potential to act as a driver to reduce the number of 'youth related crime' in and around Adur.

2.4 Human Rights Issues

- Matter considered and no issues identified.

3. Environmental

- The project will see the former multi use games court reactivated to create an extended service provision to a facility already in demand. The capital programme will also enhance inclusivity and collaboration between the Councils, key partners and the local community. The project will also add much needed green space to the recreation ground which will aid the drive for reducing our carbon footprint. Depending on success, the project could be the commencement of the programme on a wider scale across Adur and Worthing.
- Environmentally friendly methods and products will also be used during any capital works within the facility and no harm will be done to the wider environments.

4. Governance

- The project will be overseen by a Project Delivery Group consisting of Council Officers and will be subject to regular monitoring and reporting by the funding body. Eastbrook will also employ a managing group to align the project with the centre's operation with both being subject to evaluatory reports to JSSC annually.

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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