



ADUR & WORTHING  
C O U N C I L S

27 February 2024

**Joint Overview & Scrutiny Committee**

<b>Date:</b>	<b>7 March 2024</b>
<b>Time:</b>	<b>6.30 pm</b>
<b>Venue:</b>	<b>Gordon Room, Town Hall, Chapel Road, Worthing</b>

**Committee Membership:**

**Adur District Council:** Councillors; Joss Loader (Adur Chair), Mandy Buxton (Adur Vice-Chair), Carol Albury, Ann Bridges, Lee Cowen, Paul Mansfield, Andy McGregor and Sharon Sluman

**Worthing Borough Council:** Councillors; Heather Mercer (Worthing Chairman), Elizabeth Sparkes (Worthing Vice-Chairman), Cathy Glynn-Davies, Dan Hermitage, Margaret Howard, Daniel Humphreys, Richard Mulholland and Hilary Schan

**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 30 January 2024, 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 12.00 noon on Monday 4th of 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 12.00 noon on Monday 4th of March 2023.

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

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

### **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**

At the time of publication of this agenda there have been no call-in's received

### **8. Review of Progress of the Housing Strategy 2020 - 2023 (Pages 5 - 26)**

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

### **9. Annual Feedback Report from HASC (Pages 27 - 50)**

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

**10. Update on Climate Change Delivery - Carbon Management Plan (Pages 51 - 78)**

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

**11. Interview with Worthing Cabinet Member for Climate Emergency (Pages 79 - 82)**

To consider a report by the Director for Sustainability and Resources, copy attached as item 11

**12. Review of the JOSC Work Programme (Pages 83 - 106)**

To consider a report by the Director for Sustainability and Resources, copy attached as item 12

**13. Interview with Adur Cabinet Member for Regeneration and Planning (Pages 107 - 112)**

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

**14. Interview with Worthing Cabinet Member for Regeneration (Pages 113 - 118)**

To consider a report by the Director for Sustainability and Resources, copy attached as item 14

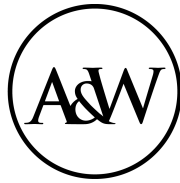
**Recording of this meeting**

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 221364 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  
7 March 2024

Key Decision [Yes/No]

Ward(s) Affected:

## **Review of progress on the delivery of the Housing Strategy**

### **Report by the Director for Housing and Communities**

#### **Executive Summary**

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

- To update the Joint Overview & Scrutiny Committee on progress made against the commitments in the Housing Strategy 2020-2023 'Enabling communities to thrive in their own home'

##### **2. Recommendations**

The Joint Overview and Scrutiny Committee is asked to note:-

- The progress made over the last 12 months; and
- Department for Levelling Up Communities and Housing (DLUCH) funding update
- To refer any comments on the Report to the Joint Strategic Committee

##### **3. Context**

- 3.1 The Councils' Housing Strategy 2020-2023 sets out the Councils' ambition to deliver secure and appropriate housing for the people of Adur and Worthing and support all sectors within the communities to live healthy, secure and purposeful lives.

3.2 The Council's Housing Strategy: Enabling People to Thrive in their Own Homes was widely consulted on, produced and agreed by the Joint Strategic Committee in March 2020, setting out four key ambitions:

- secure and appropriate housing for the people of Adur and Worthing;
- individual and community resilience, and economic growth;
- communities to live healthy, secure and purposeful lives;
- partnership with businesses, people, and statutory and voluntary sector agencies.

It also set out three key priorities for action, including:

- Housing-related wellbeing support
- Better homes, stronger communities
- Improving levels of affordable housing supply

3.3 The Council's housing strategy formed part of a connected set of plans and strategic vision for our places to build platforms from which people, communities, businesses and ideas can develop and thrive. However, the Councils' ability to deliver its ambitions in the Housing Strategy 2020-2023 has been impacted by a number of events and factors which have previously been advised to the committee and are detailed throughout this report. These included:

- The COVID-19 Pandemic changed the way we live and work including how services are delivered. The court system being effectively "closed" creating a significant backlog of potential cases of homelessness.
- The cost of living crisis which has seen more people on low income struggle to maintain their homes.
- An increase in private sector landlords leaving the market due to increased regulation of the sector through the Renters Reform Bill and increased interest rates impacting the financial returns

3.4 Ahead of the 2023 Autumn Statement, 158 Councils attended a summit of the District Councils' Network (DCN) to discuss the rapidly increasing scale of temporary accommodation. In total 104,000 households are in temporary accommodation nationally, an increase of 62% in the past five years. These numbers are being driven by a fundamental failure of the housing market.

Subsequently a letter, signed by 119 Councils, urged for six key actions:

- Raise Local Housing Allowance rates to a level that will cover at least 30% of local market rent and commit to annual up-rating.
- Provide £100m additional funding for Discretionary Housing Payments in 2023-24 and an additional £200m in 2024-25.
- Provide a £150m top-up to the Homelessness Prevention Grant for 2024-25.
- Review the cap for housing benefit subsidy rate for local authority homelessness placements (currently set at 2011 Local Housing Allowance levels).
- Develop policy to stimulate retention and supply in the privately rented sector.
- Give councils the long-term funding, flexibility and certainty needed to increase the supply of social housing.

Only the first of these asks has been responded to. The next three are immediate financial measures both to help keep more households in the preventative space, and to address the increasingly perilous financial position many local authorities find themselves in meeting their statutory obligations.

The final two points are, however, the only long-term solutions to the housing crisis.

- 3.5 Demand for homeless services and subsequent use of temporary accommodation continues to increase at a pace and is expected to continue to do so. The complexity of homeless households also adds to the challenges around securing appropriate accommodation. The biggest pressure for many councils is the financial strain from the steep rise in demand for homelessness services and Temporary Accommodation. The increase to the Local Housing Allowance (LHA) rate and homelessness prevention funding announced in the Autumn Statement will help but is not enough. The combination of a substantial rise in market rents and the growing demand for temporary accommodation, along with households spending more time in such accommodation due to the shortage of affordable homes, has made this issue more urgent than ever.

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

- 4.1 The events and factors above have driven a continued increase in homelessness service demand. The Councils accepted either a prevention or relief duty for most of those formally assessed. This does not include those not threatened with homelessness who were given general housing advice (pre 56 days).

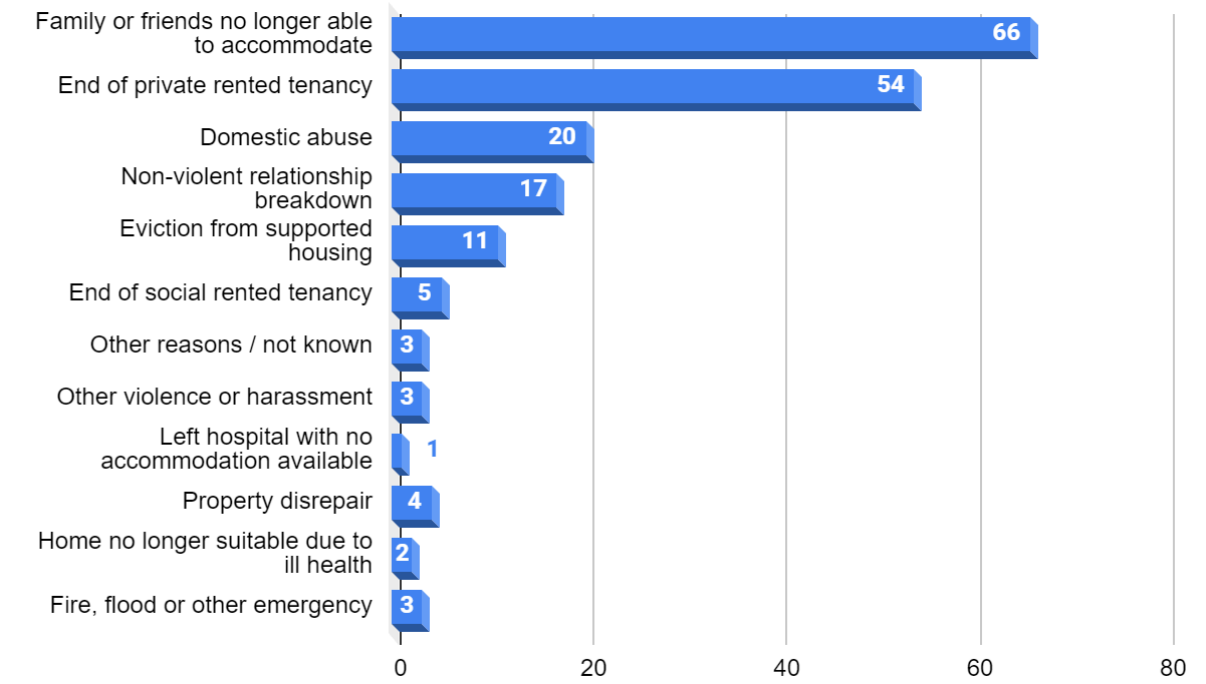
A prevention duty means to work with people who are threatened with homelessness within 56 days to prevent them from becoming homelessness

A relief duty means to take reasonable steps to help households that are homeless and in priority need to find suitable accommodation that will last for at least six months

Preventing homelessness in Adur

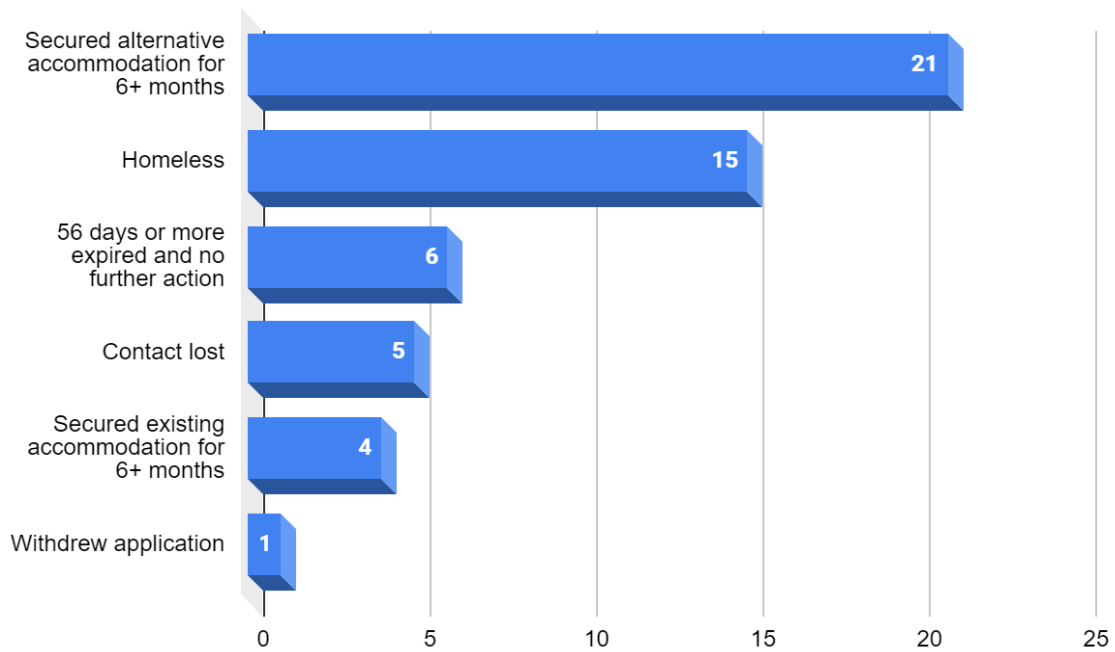
4.2 191 households were assessed and 179 were accepted as having a statutory duty owed. 56 households were owed the Prevention Duty and 123 owed the Relief Duty. The graph below shows the reasons households presented as homeless or threatened with homelessness during the period July 2022 to June 2023.

4.3 The graph below shows that private rented accommodation and accommodation with friends and family are the two most common types of accommodation from which households presented homeless between June 2022 and June 2023.

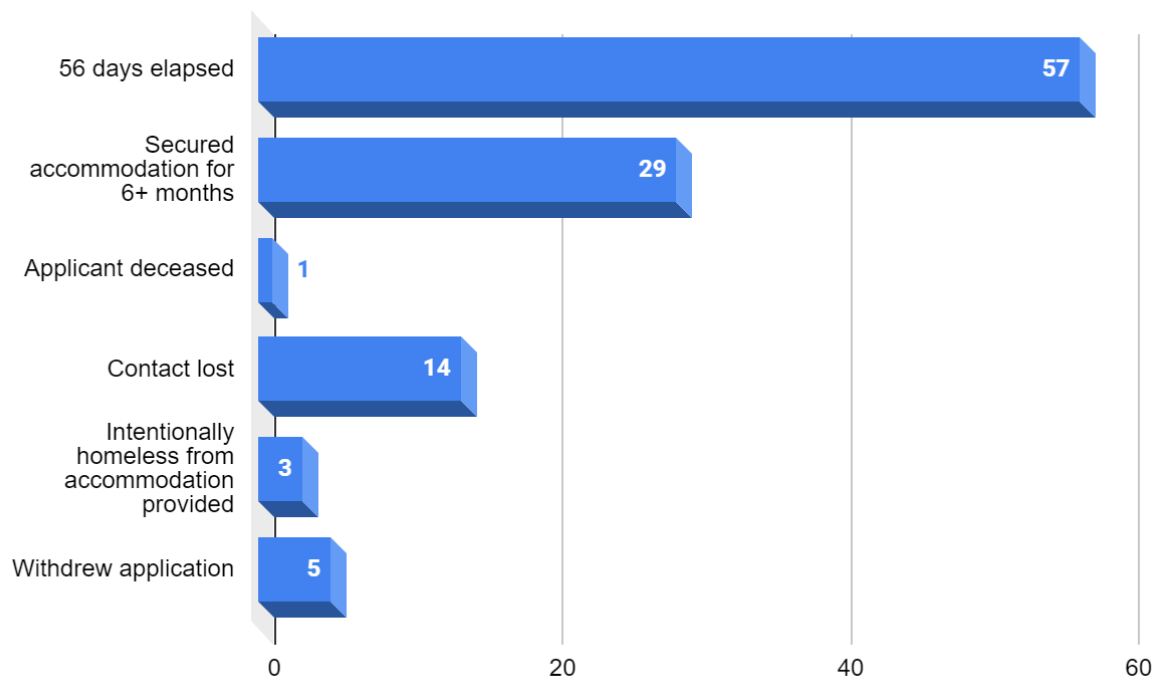


4.4 The graph below shows a breakdown of the outcomes where the prevention duty ended between July 2022 and June 2023. Of the 52 cases where a prevention duty was brought to an end, 48% (25) were assisted to find alternative accommodation or to remain in their existing accommodation.



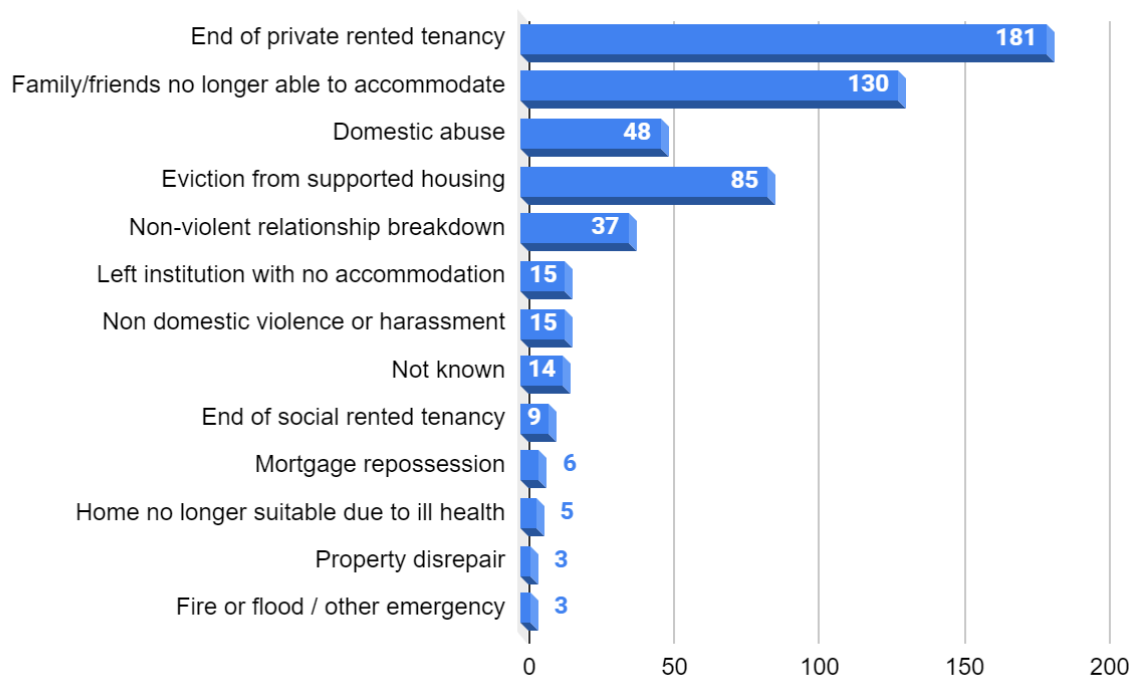


4.5 The graph below shows a breakdown of the outcomes for those cases where a relief duty was ended between July 2022 and June 2023. Of the 109 cases where the relief duty was brought to an end, 27% (29) were assisted to find alternative accommodation.

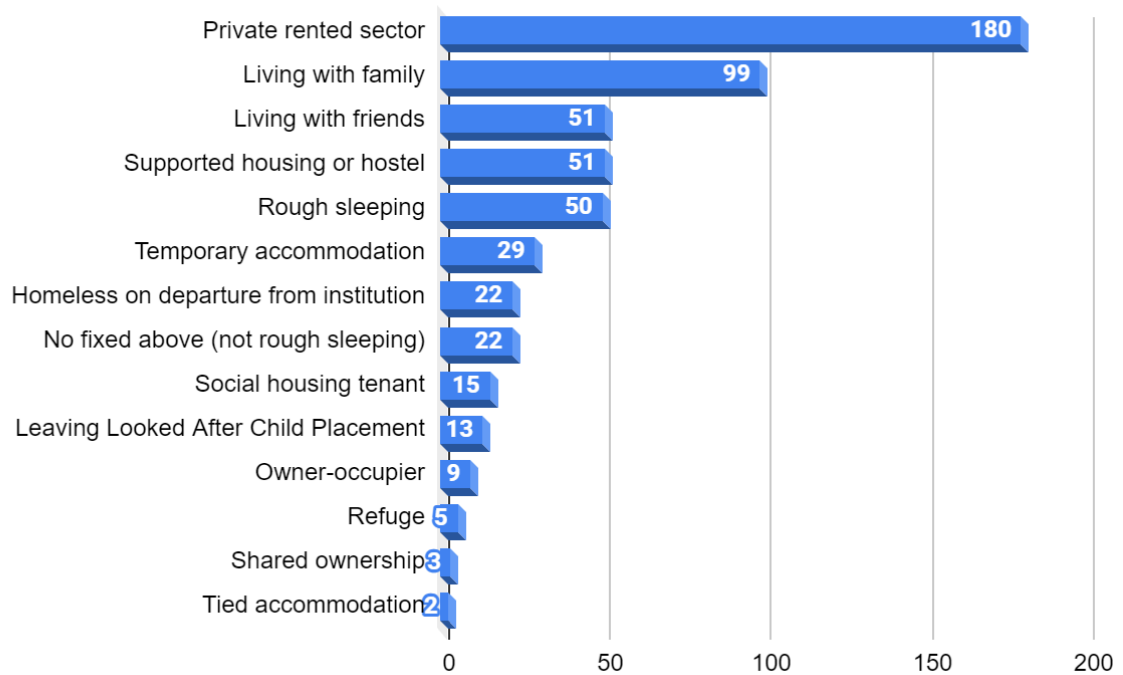


#### Preventing homelessness in Worthing

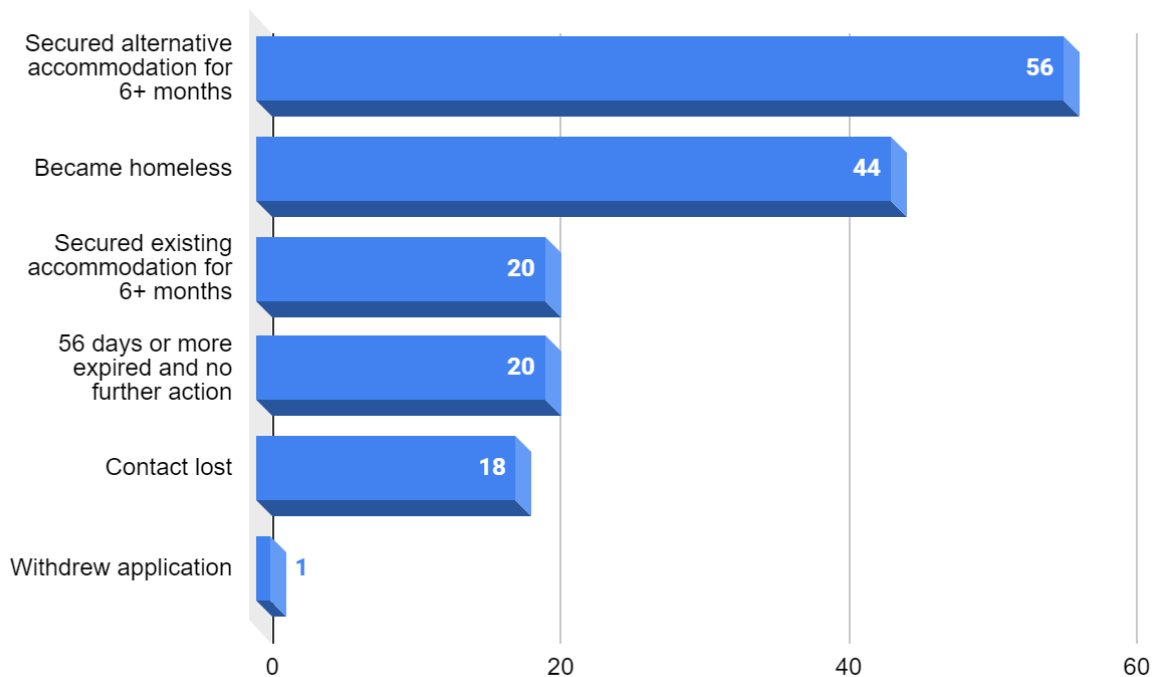
4.6 In Worthing, 551 homeless applications were assessed and 533 of those were accepted as owed either the Prevention Duty (149) or Relief Duty. (384). The graph below shows the reasons households presented as homeless or threatened with homelessness during the 12 months between July 2022 and June 2023.



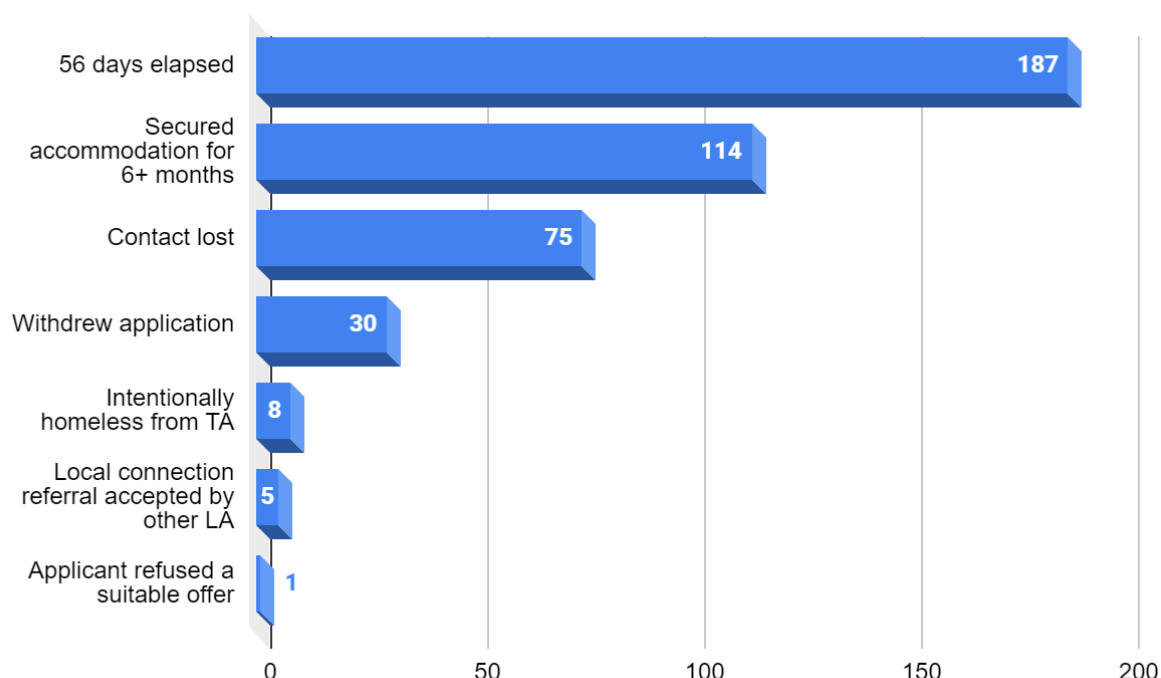
4.7 The graph below shows that private rented accommodation (33% of total) and accommodation with friends and family (27%) are the two most common types of accommodation from which households presented homeless or threatened with homelessness.



4.8 Of the 159 prevention cases that were brought to an end between July 2022 and June 2023, 48% (76) were assisted to find alternative accommodation. The graph below shows a breakdown of the outcomes for those applications where the prevention duty ended.



- 4.9 Of the 420 cases where the relief duty ended during the period July 2022 and June 2023, 27% (114) of households were assisted to find alternative accommodation. The graph below shows a breakdown of the outcomes for those cases where the relief duty was brought to an end.



- 4.10 Strong partnerships are essential for the Councils to the wider prevention and relief of homelessness. The Councils have a number of jointly funded roles to support the specific needs of some of our most vulnerable homeless households with associated specialists. These include:

- Pathways Home Homeless Prevention Support Service delivered by Southdown Housing. The service is accessed through the Housing Needs Teams and is aimed at people aged 18+ who need housing support to sustain independent living or prevent homelessness.

The support offered is responsive to people's changing needs and builds on their strengths, allowing them to move along a pathway to independence.

The providers of Pathways Home services will work collaboratively with other organisations such as Housing, Health and Social Care, in order to meet a person's support needs.

- Sussex Partnership Foundation Trust (SPFT) supporting mental health case work. This advisor works between mental health inpatient settings and the housing service to ensure households discharged from inpatient settings are

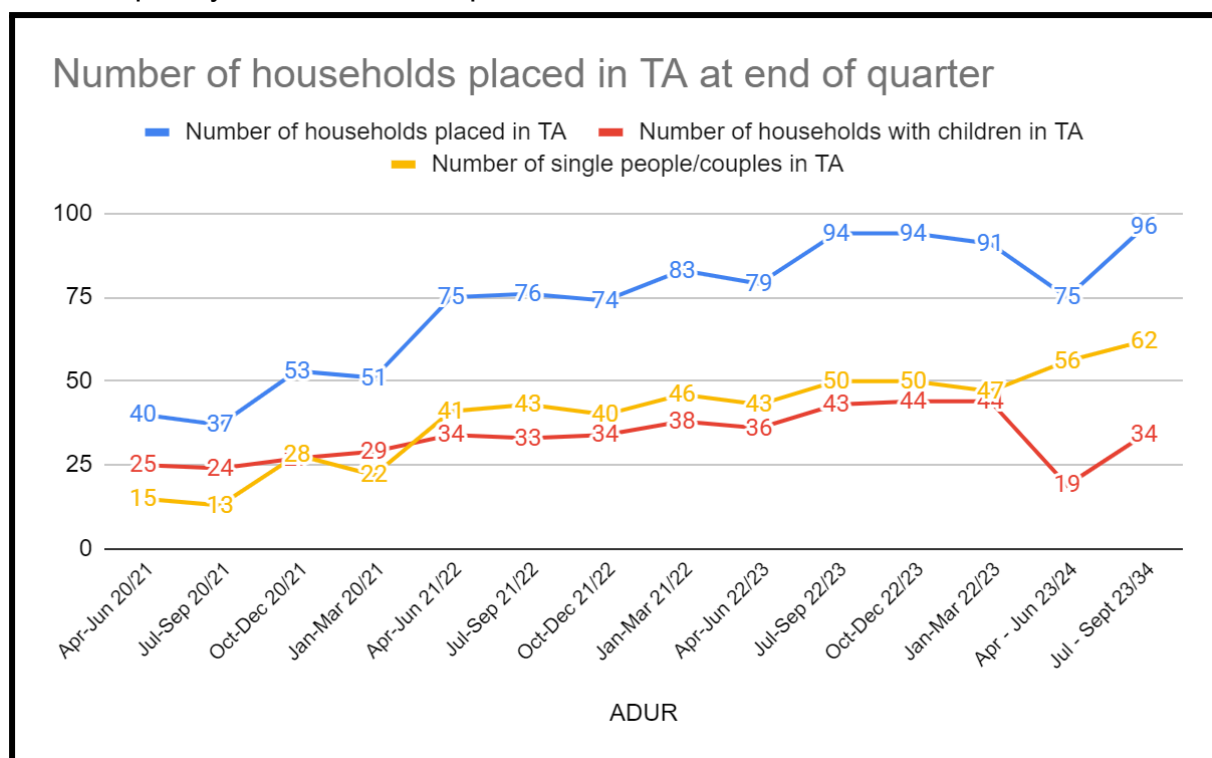
managed in a planned and coordinated way. This reduces the risk for households to return to hospital settings at a point of crisis.

- WORTH services supporting domestic abuse survivors to navigate the numerous and complex options available to them including securing existing accommodation where appropriate, securing a place of safety in an emergency and planning for resettlement into new locations.
- Specific housing officers providing support and funding to support ex offenders to access the private rented sector.
- Specialist social work placement to work with adults in temporary accommodation needing care packages or needing to secure Extra Care or residential supported housing.

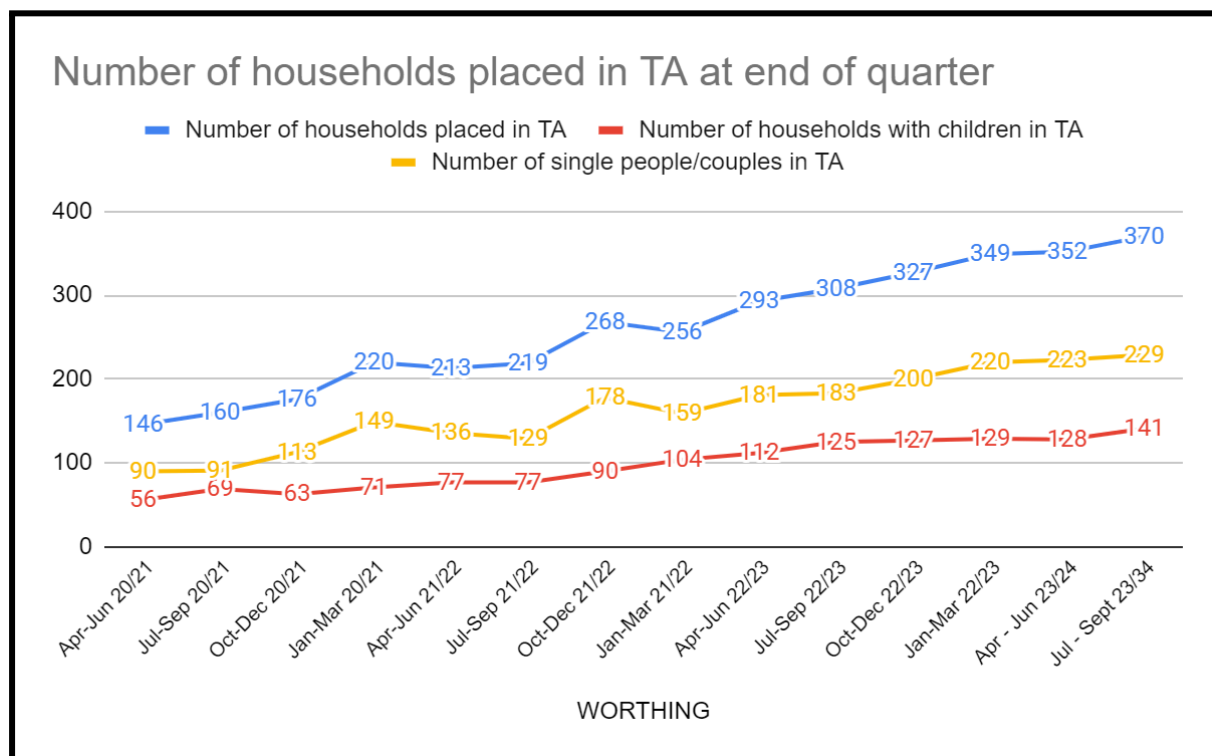
## **5.0 Temporary Accommodation**

- 5.1 Over the last 12 months, demand for temporary accommodation in both Adur and Worthing continues to grow. Demand for temporary accommodation will continue to increase due to the factors mentioned in above Paragraph 3.
- 5.2 The number of households in temporary accommodation is broken down quarter by quarter in the graph below. It also breaks down the total number of households in temporary accommodation by how many are households with children and how many are single person households.

## Adur temporary accommodation placements



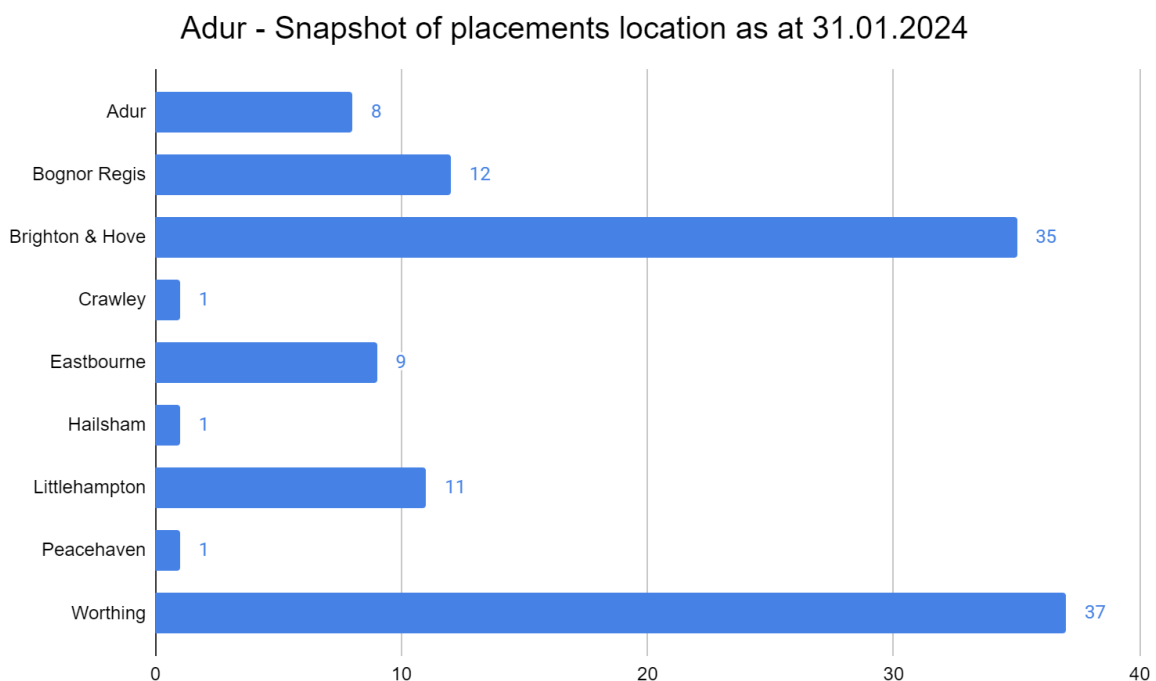
## Worthing temporary accommodation placements



5.2 In 2022/23, the net spend on providing temporary accommodation was £899,000 for Adur and £2,371,000 for Worthing. The projected net spend to

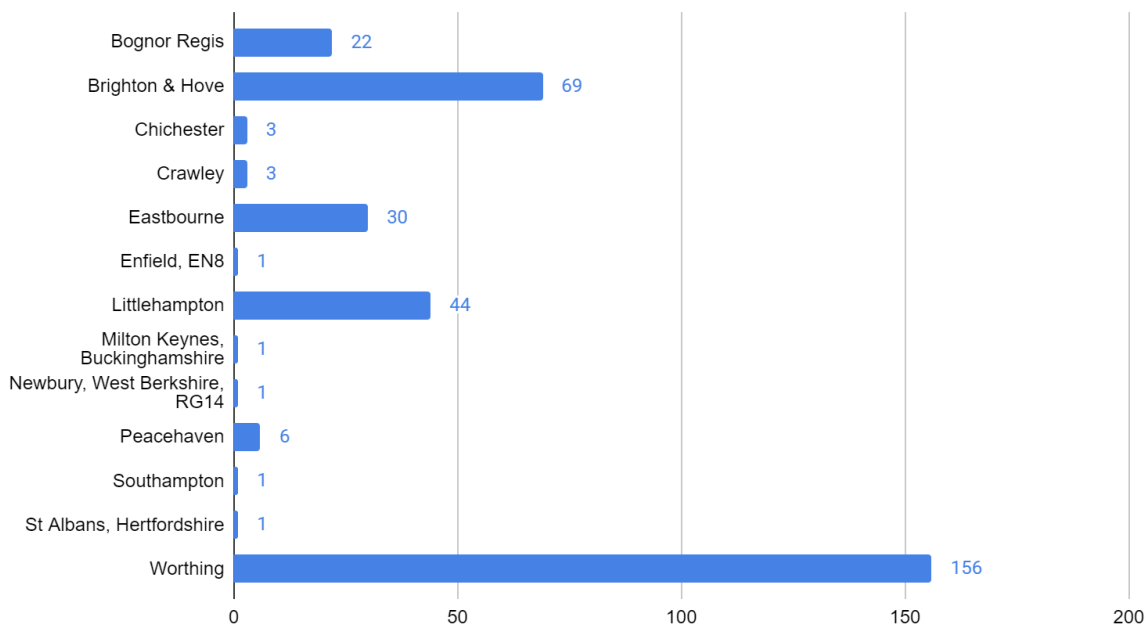
the end of 2023/24 for Adur is £1,061,000 and for Worthing £2,936,000. However, it is possible that the spend on temporary accommodation could exceed these projections due to the uncertainty driving homelessness presentations.

- 5.3 It is increasingly difficult to source temporary accommodation locally due to increasing demand. Current temporary accommodation portfolio include owned, leased, contracted and spot booked units. As much as possible, households are placed within the Sussex area where they cannot be placed within Adur or Worthing. Placements are dependent on availability on the day, though efforts are being made to bring households back into the area as soon as possible.



- 5.4 It is challenging finding suitable temporary accommodation placements within Adur District. The graph above is a snapshot of Adur Council's temporary accommodation placements as at 31/01/2024. Of the 115 temporary placements, 93% are accommodated out of the area.

Worthing - Snapshot of placements location as at 31.01.2024



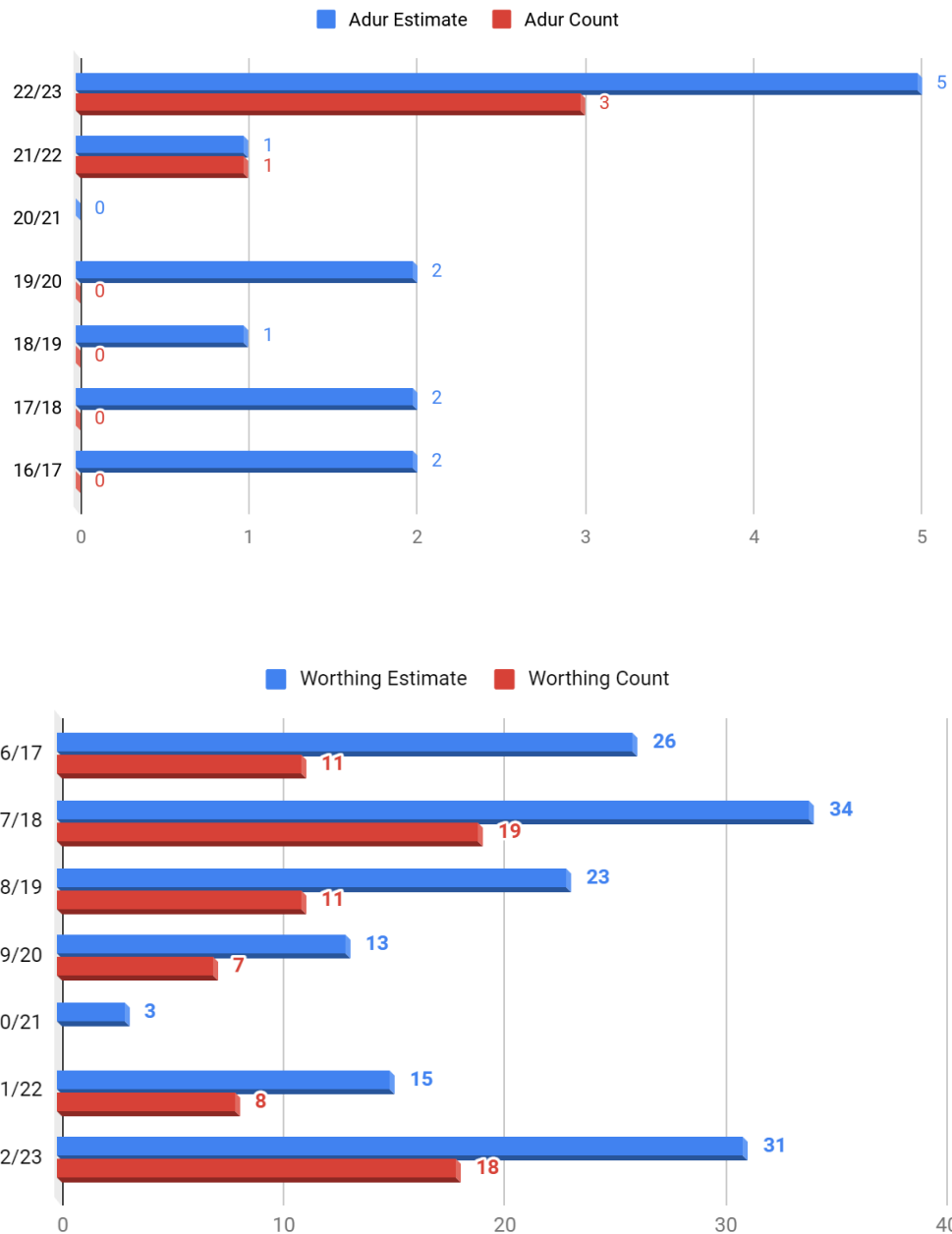
- 5.5 Due to the significant demand for temporary accommodation placements from Worthing residents, some residents are accommodated further out of the area, especially single individuals. The graph above is a snapshot of Worthing Council's temporary accommodation placements as at 31/01/2024. Of the 353 placements, 56% are accommodated outside the area.
- 5.6 The Councils continue to seek opportunities to own or procure temporary accommodation locally. The Councils are also in discussion with local proprietors however it is becoming increasingly challenging to secure family units at a competitive cost.
- 5.7 Adur Council is developing 7 units of temporary accommodation as part of the South Street development. Other sites are also being considered for suitability.
- 5.8 Worthing already owns 17 units of temporary accommodation in Downview Road and 19 units in Rowlands Road. Sites in Victoria Road for 11 units and Marine Place for 5 units are also being considered and have secured Homes England funding to support their delivery. As part of the wider Worthing Integrated Care Centre (WICC) development, when decommissioned, Shelley Road surgery will be transferred to Worthing Council for redevelopment. Additional sites are also being secured.



- 5.9 The increasing numbers of homeless households and lack of temporary accommodation has historically resulted in families with children being placed in Bed and Breakfast (B&B), and for longer than 6 weeks. In previous reports members were advised that as a result of demand Worthing Borough Council was being monitored by DLUHC regarding its use of B&B for families. Since the new approach to secure spot-purchased self contained temporary accommodation units there have been no households with children residing in accommodation with shared facilities since Summer 2023.

## **6.0 Rough Sleeping**

- 6.1 The number of individuals sleeping rough is rising. In part this is due to the Homeless Reduction Act, which places additional duties on local housing authorities for single homeless people. It is also as a result of the impacts of the pandemic, the cost of living as well as the closure of Turning Tides' Lyndhurst Road accommodation, which provided 34 beds of supported accommodation. In addition, individuals sleeping rough are unable to sustain temporary accommodation due to the complexity of their support needs, resulting in multiple temporary accommodation placements until accommodation options are exhausted.
- 6.2 Two new sites of supported accommodation are being developed in partnership with Turning Tides and Worthing Homes. The sites, Skywaves in Ivy Arch Road, Worthing, will provide 21 accommodation units in addition to hub, clinical and counselling space. A further site at Clifton Road, Worthing will provide 13 units of accommodation as move on from supported accommodation.
- 6.3 The increasing numbers of single homeless people with complex needs means that there are fewer suitable housing options other than temporary accommodation, which often doesn't meet all of an individual's needs. There is also a very limited number of specialist supported accommodation to move them into from temporary accommodation and rough sleeping situations. Where supported accommodation is being secured in our areas it can often trap residents into it due to the high rental costs which are unmanageable if not in receipt of housing benefit or housing related support through Universal Credit. The graphs below show the street counts for the last 7 years.



6.4 The Department for Levelling Up, Housing and Communities (DLUHC) funding opportunities to support the work to tackle rough sleeping has been maximised. Worthing has more eligibility for funding than Adur in recognition of the level of need in Worthing, there are no plans to extend Rough Sleeper Initiative (RSI) funding beyond 2025 and we are reliant on it for our delivery of core services to this client group. The bids are required to be submitted in partnership with a provider and co-designed with our appointed DLUHC advisors:

- I. **Rough Sleeper Initiative 5 (RSI5)** in partnership with Turning Tides - £629,491.00 for the period 2022 - 2025 with interventions being delivered by the councils and Turning Tides.
- II. **Rough Sleeper Accommodation Programme (RSAP)** - Worthing x2 flats within Rowlands Road and x9 flats in partnership with Southdown, Adur x2 flats within Albion Street. The funding awarded capital funding of £150K capital for the Albion Street development and £100K for the Southdown development as well as revenue to provide support workers across the 3 sites at £175,550pa. The workers will be employed by Southdown for their site and by the councils for Albion Street and Rowlands Road. The x9 flats with Southdown are ready to let but recruitment issues have resulted in Southdown delaying opening.
- III. **Accommodation for Ex Offenders (AFE0)** in partnership with Stonepillow - £135,750 (for period until 31.03.23) with a further award of £230,871.00 for the period 2023-2025

6.5 Since the winter of 2019 when we had two night shelters, we have not had a traditional night shelter provision since this time. Initially driven by the covid restrictions and reduced need. Rough sleepers were housed under the Everyone In, and Protect and Vaccinate initiatives under which we were able to procure hotels and HMOs with support.

6.6 HMO's previously used have been absorbed into our temporary accommodation stock as demand has continued to increase. Securing placements within our wider emergency accommodation provision as an alternative to previous night shelters aligns with DLUHC directives and is how we have met cold weather provision during the most recent period.

## **7.0 Supporting our residents to live in safe and suitable homes**

### Maintaining Standards in the Private Rented Sector

- 7.1 Our councils are committed to continue to use their powers to drive up standards in the private rented sector by making landlords carry out improvements where these are necessary and by licensing Houses in Multiple Occupation (HMOs).
- 7.2 Between April 2023 and December 2023, the Councils received 179 complaints from residents; 153 (Adur - 46, Worthing - 107) of which were about their housing conditions.

- 7.3 The Councils carried out 22 (Adur - 8, Worthing - 16) formal Housing Health and Safety Rating System (HHSRS) inspections and served 44 formal notices (Adur - 10, Worthing - 34). About 11 enforcement notices have been revoked meaning that required actions have been completed by the landlords and the properties in question are now safer to use. The Councils served 12 Fixed Penalty Notices (Adur - 4, Worthing - 8), where owners have failed to maintain properties in a safe condition or have not complied with statutory notices .
- 7.4 In Adur and Worthing, there are now 186 licensed Houses in Multiple Occupation (HMO). 19 of these are in Adur and 167 are in Worthing. There are 6 new HMO properties awaiting HMO licences (Adur - 3, Worthing - 3). Four properties in Worthing are currently under active investigation as an unlicensed HMO.

#### Helping people stay home for longer

- 7.5 To assist more residents remain in their home safely, especially those who have disability or mobility related issues, the Councils provide grant assistance and support for adaptations and equipment such as stair lifts and level access showers,
- 7.6 Between April 2023 and December 2023, the Council received 231 new applications (Adur - 94, Worthing - 137) for both Disabled Facilities Grants (DFGs) Repairs Grant Assistance (RGA). 136 of these applications (Adur - 46, Worthing - 90) were recommendations from West Sussex County Councils (WSCC) Occupational Therapists for DFGs for major adaptations.
- 7.7 176 grants for disabled residents were completed during the same period. Due to the long term nature of these projects, some of these were started before 1 April 2023. In total 88 of the applications received during the period have so far proceeded to completion, with the rest likely to complete in the next year.
- 7.8 The total spend over this period in Adur was £870,070 and in Worthing £1,422,736. This level of spend has been possible because of Government funding through the Better Care Fund.

### **8.0 Our role as a Social Landlord (Adur District)**

- 8.1 Adur District Council continues to focus on ensuring our social housing stock is safe and meets the required standards continuously.

- 8.2 Members are well aware of the factors leading to the self-referral to the Regulator of Social Housing in March 2023. As a result of this there is now a housing improvement plan in place which forms part of the first fundamental steps to reshaping the service and getting it onto a more stable footing by addressing the issues raised to the Regulator of Social Housing (providing properties that meet the Decent Homes Standard and improving health, safety and compliance).
- 8.3 Quarterly reports are presented to the Joint Audit and Governance Committee in respect of the Housing Improvement Plan, Key Performance Indicators and priority focus areas.
- 8.4 The Council is also undertaking a strategic review of Adur Homes and the associated finances (Housing Revenue Account) to create a 30 year business plan. This would set out the strategic objectives and financial strategy for the management and maintenance of the housing stock held within the Housing Revenue Account. This will sit alongside an Asset Management Plan which will detail the approach to stock management and the forward plan for investment. Adur Homes aspires to provide first class landlord services for tenants and leaseholders and the themes under which this will be delivered will be outlined in the plan.

#### Housing Revenue Account (HRA)

- 8.5 Rent setting for the HRA is now governed by the Regulator of Social Housing and the council has the ability to increase rents by CPI (Sept) +1% under normal circumstances. It is proposed to increase the rents for most tenants by the maximum amount allowable (7.7%) to enable the HRA to tackle the deficit that has been generated from the previous government policy of enforced 1% rent reductions and build capacity to address known issues. This will increase the average rent for general needs tenants by an average of £8.16 to £114.26 per week.

### **9.0 New and Next Steps**

- 9.1 In March 2023 Members of Joint Strategic Committee approved an extension to the Housing Strategy 2020-2023, Temporary Accommodation Placement and Procurement Policy and Community Homelessness Strategy. A number of changes within the service and wider councils have impacted the ability to implement a revised set of strategies and policies as previously intended.

These changes have been positive and help set our foundations for proactive development of an organisational redesign for housing. The redesign will transform how we work alongside wider teams within the councils and community partners to develop greater resilience within our teams, maximising external resources and partnerships to support the work that we do. It also aims to create an earlier, more preventative and early help approach that uses technology and data to maximise our ability to reach more people and enable them to self help as early as possible.

## **10.0 Financial Implications**

10.1 The cost of delivering the housing strategy is built into the Councils' revenue and capital budgets.

10.2 The Councils have significant revenue budgets for the provision of the housing need service:

- Adur District Council £1,330,600
- Worthing Borough Council £3,126,270

The housing service benefits from grant funding through an annual DLUHC Homeless Prevention Grant and additional grants we have bid for as detailed in section 6.4.

10.3 In the current year, these budgets are likely to overspend due to the pressure of increasing demand. Whilst these pressures will be accommodated as part of the development of the 2024/25 budget, increasing demand for the service is placing both Councils under financial pressure.

It is therefore essential that we develop greater resilience within our teams, maximising external resources and partnerships to support the work that we do. An organisational redesign for housing is currently underway to transform how we work alongside wider teams within the Council and community partners. One of the aims is to create an earlier, more preventative and early help approach that uses technology and data to maximise our ability to reach more people and enable them to self help as early as possible.

10.4 Contained within the capital budgets for both Councils is provision for new delivery of new Council owned temporary and emergency accommodation.

## **11. Legal Implications**

- 11.1 Section 9 of The Housing Act 1985 confers power on the Local Authority to provide, repair and maintain houses for rent.
- 11.2 The Homelessness Reduction Act 2017 came into force on 3 April 2018. It places legal duties on housing authorities, with a focus on preventing homelessness. The most significant change is that anyone who is homeless or at risk of homelessness is able to access support, regardless of their priority need status.
- 11.3 Section 8 of the Housing Act 1985 continues to place a duty on every local housing authority to carry out periodical reviews of housing needs and to consider housing conditions in their district and the needs of the district with respect to the provision of further housing accommodation.
- 11.4 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.
- 11.5 S1 of the Localism Act 2011 empowers the Council to do anything an individual can do apart from that which is specifically prohibited by pre-existing legislation.

### **Background Papers**

- Housing Strategy 2020-2023

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

Rob Jarvis

Assistant Director of Housing and Homelessness Prevention

rob.jarvis@adur-worthing.gov.uk

## **Sustainability & Risk Assessment**

### **1. Economic**

A thriving economy is a key priority for the council and through our new Economic Principles for Worthing we will seek to achieve this, wherever possible, through community wealth building approaches. Community Wealth Building is a people-centred approach to local economic development, which redirects wealth back into the local economy, and places control and benefits into the hands of local people

Providing a decent home that is secure, affordable, warm and modern, supports the wellbeing of our residents, enabling those who are able to work to enter and sustain employment and contribute to economic activity.

### **2. Social**

#### **2.1 Social Value**

Helping communities to thrive is a key priority for the Council. Through facilitation and investment we will work to ensure people are healthy, resilient and resourceful, that they can access the right help when they need it and everyone has a safe, secure and sustainable home.

Our overarching principles of fairness and participation are based on the explicit intention to work more closely with citizens, to involve them in deeper and more meaningful conversations about service design and delivery. Our work to provide affordable and good quality housing therefore forms a central part of the council's commitments.

#### **2.2 Equality Issues**

The council is subject to the general equality duty set out in section 149 of the Equality Act 2010. This duty covers the following protected characteristics: age, gender, gender reassignment, pregnancy and maternity, race, religion or belief, and sexual orientation.

In delivering housing services the council must have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation
- Advance equality of opportunity between different groups
- Foster good relations between different groups



The participative principle in Our Plan describes the council's commitment to providing truly inclusive services by listening to underrepresented voices, creating equal access and meeting our equality duties. As part of our commitments to fairness we want to ensure everyone has access to safe, secure and sustainable housing. We recognise the deep inequalities that exist and that some of our residents face deep seated inequalities.

These commitments and the council's legal duties (Equality Act 2010) will inform the development and delivery of the road map, in relation to eliminating discrimination, advancing equality of opportunity and fostering good relations.

Decisions, actions and areas of investment relating to the road map may require Equality Impact Assessments.

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

The council is committed to the promotion of communities as safe places. We will progress delivery of the councils' community safety commitments by strengthening communities and working in partnership with the Police, communities, businesses and multidisciplinary teams across the council.

As part of our ongoing work to create fair and safe neighbourhoods we will cooperate with relevant partners to promote wellbeing and help prevent and tackle anti-social behaviour.

### **2.4 Human Rights Issues**

The actions set out in the report will enable the council to identify solutions that will enable our residents, communities and neighbourhoods to flourish.

## **3. Environmental**

The Strategy supports the United Nations 2030 Agenda for Sustainable Development, through our commitments to help those in poverty and prevent homelessness, to promote health and wellbeing and to ensure our developments are sustainable by design.

## **4. Governance**

Considered and no matters identified.

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ADUR & WORTHING  
COUNCILS

Joint Overview and Scrutiny Committee  
7 March 2024

Key Decision [No]

Ward(s) Affected:N/A

**Annual Feedback report from meetings of West Sussex Health & Adult Social Care Scrutiny Committee (HASC) during 2023/24 - Issues affecting Adur & Worthing - Reports from Councillors Andy McGregor and Cathy Glynn-Davies**

**Report by the Director for 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 Andy McGregor (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 McGregor and Glynn-Davies.

### **3. Context**

- 3.1 As part of its Work Programme for 2023/24, JOSC have agreed to receive a summary report on the recent work of HASC from the Councils' Members who sit on HASC, Councillor Andy McGregor (Adur) and Councillor Glynn-Davies (Worthing). Councillors McGregor 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 McGregor 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 who represent the District and Borough Councils on health matters) 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 five times during the 2023/24 Municipal Year in June, September and November 2023 and January and March 2024. Reports from Councillors McGregor and Glynn-Davies are attached as an appendix to this report.
- 4.6 Since becoming members of the HASC, Councillors McGregor 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 Chairs and Vice-Chairs and Councillors McGregor 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.

Financial Officer: Emma Thomas

Date 26/02/2024

## **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.

Legal Officer Joanne Lee

Date:26/02/2024

#### **Background Papers**

Agenda papers for the meetings of the West Sussex Health and Adult Social Care Scrutiny Committee - June 2023 to March 2024.

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

Councillor Andy McGregor  
Adur District Council  
[andy.mcgregor@adur.gov.uk](mailto:andy.mcgregor@adur.gov.uk)

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Worthing Borough Council  
[cathy.glynn-davies@worthing.gov.uk](mailto:cathy.glynn-davies@worthing.gov.uk)

Mark Lowe  
Scrutiny & Risk Officer  
Tel: 01903 221009  
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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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## **Health and Adult Social Care Scrutiny Committee (HASC)**

### **Report by Cllr Andy McGregor – Adur District Council representative on HASC**

#### **1 Summary**

##### **1.1 Areas Scrutinised**

The county council spends approximately 34% of its total budget on adult and health services. HASC scrutinises that expenditure.

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

- 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

*N.B. The health functions of the Health and Adult Social Care Scrutiny Committee arise under Part I of the Health and Social Care Act 2001*

This report reviews the objectives and strategies of the services listed above and resolutions made by HASC over the last twelve months.

#### **2. Adults Services Portfolio**

##### **2.1 Adults Services – Strategy for 2022-2025**

### **“The Life You Want to Lead”**

There are five priority areas.

**Priority 1 - Building relationships and connections** - People are the most important asset that we have in West Sussex. It is the relationships – between family and friends, between the cared for and the carer, within communities, and between businesses, employees, and customers - that has the biggest impact on people’s lives.

- Families and close support networks– support families and friends to access support and tackle social isolation.
- Help and support – join-up services which put relationships at the centre.
- Wider social networks – increase opportunities for people to get involved in their communities, promote inclusion, and enhance the role of peer support.

**Priority 2 – Empowerment** - People want to be equal partners or take the lead when making decisions about what happens in their lives.

- Put people at the centre of care – care plans developed with people, based on their strengths and vision of a good life, with flexible support.

- Information, advice and guidance – make sure people have the right information and advice when they need it.

- Paid work – support more people who access care and support to find paid employment.

- Decision making power of frontline staff and role of positive risk taking – ensure collaborative and timely decision making which supports people to lead fulfilling lives.

**Priority 3 – Home** - People need a home which is safe, warm and accessible, but also one which is connected to the people they care about and their local community.

- Living in their own home – support more people to live well in their own home for longer.

- Living with others – increase the use of alternative accommodation models such as extra-care and supported housing, and help traditional residential care align with what is important to people.

- Moving out of the family home – help young people move out of their family home in a planned way.

**Priority 4 – Addressing gaps** - There are four key areas which were identified as key gaps to be addressed.

- Shortage in care workers – develop local solutions to attract and retain more social care workers.

- Potential gaps in understanding and support - explore and address potential gaps for autistic adults and people with an acquired brain injury.

- Moving from Children's to Adults' Services (transitions) – ensure young people in their transition into adulthood continue to feel supported.

- Paying for care - support people to plan for the cost of care. This should focus on early information, transparency of costs and fairer charging.

**Priority 5 – Inclusion and tackling inequalities** - People want to be valued and included, but not everyone has the same access to information, services and support.

- Inclusion for people facing multiple disadvantage – building on the good work already started, work to prevent people facing multiple disadvantage; involving people in designing and commissioning services which they access; and exploring alternative accommodation models.

- Diversity - understand and improve access to services for diverse communities.

- Digital inclusion and technology – promote digital inclusion and the use of assisted technology.

## **2.2 HASC Committee Resolutions and Findings – Adult's Services**

### **January 2023 – Adult Social Care Strategy - Living the Life You Want to Lead – HASC:**

- i. Requests further information on Extra Care Housing relating to the Crawley area
- ii. Asks the Cabinet Member for Adults' Services to ensure that the issues of adult social care funding continues to be on the agenda for the recurring meetings with local MPs
- iii. Share information requested at December's County Council meeting relating to the total monies owed to the Council by social care funders to the Committee
- iv. Agrees that an annual update on the Adult Social Care Strategy be added to the work programme

## **June 2023 – Performance Report.**

ACTION: Adults' Services to develop a new local measure and bring it to a future meeting

- Measures relating to delayed transfer of care were being removed as national indicators and although the Council does not have any corporate indicators for this, the Adults' Services Directorate does, and monitors the situation closely
- Regarding Core Measure 38 (CM38), the Council will prioritise reviews so the figure of those assessed won't change
- Reviews will be based on social services' knowledge of people and their circumstances · The resources are not available to undertake reviews annually
- CM38 is a national measure so benchmarking against other authorities is possible

### **9.3 Resolved – that the Committee: -**

- i. supports the removal of the Key Performance Indicator relating to adults with learning disabilities in paid employment and welcomes a future proposal on how this can be best monitored
- ii. supports the revision of key performance indicators referred to in the report detailed in Appendix F
- iii. recognises the proposed changes as detailed in Appendix E relating to changes in national reporting and welcomes any benchmarking data that is available
- iv. receives data on the total number of reviews undertaken within a year as part of the next policy and resources report for Core Measure 38
- v. for the Cabinet Member for Public Health and Wellbeing to consider if future reporting could include data on water/sea pollution and measures to report safety levels for the public

### **September Meeting HASC Resolved – that the Committee asks for: -**

- i. Clarity on "mental health services" and that it relates solely to West Sussex social care services
- ii. The language in the self-assessment be aimed at a wider audience, particularly on areas for improvement
- iii. The Service to consider whether work with the police concerning mental health should be included as part of the Care Quality Commission self-assessment, or considered as part of wider work for the Committee
- iv. Its Business Planning Group to consider the approach scrutiny may wish to take in terms of challenge to the service as ahead of the Care Quality Commission inspection

### **November Meeting HASC Adults**

- Although the Prevention Assessment Team is important in supporting people it is not the only method of early support in place
- Reviews of individuals' care needs are carried out on a priority basis due to finite resources available and if requested by individuals as their needs change
- Specific teams do strength-based reviews which are longer in duration – strength-based reviews concentrate on communitybased support with a focus on individuals, putting their strengths/interests first and looking at what is available in the community e.g. lunch clubs, community centres – Action: - Adults' Services to work on a definitive definition of strength-based reviews
- Family members may provide support in some cases reducing the amount of support required

- The Service is looking at reviewing people in high-cost residential placements to see if they can move to supported living
- A lot of reviews are carried out where people may have left hospital or have had short term packages for a reablement service for up to 12 weeks and these reviews are not included in the current definition of reviews to be counted
- Some people have multiple reviews which makes data less accurate
- The Council is not far off the south-east average for reviews in 12 months (64%)
- A new indicator is required and will be developed that shows how the Council meets people's needs with reviews being one element
- The Council regularly lobbies government and local MPs over funding for social care
- Some savings have rolled over from prior years, mainly in lifelong services and will be reprofiled for future years
- The Service has recently got a better understanding of the rationale behind the proposed savings - what is deliverable and what is not – and is committed to deliver the overall savings target, but maybe not in the exact way in the report as the savings are reprofiled - this will be shared with the committee when completed
- There is an opportunity to develop a range of services that will improve outcomes for people by helping them live independently rather than institutional care and at better value for money
- The Service is also looking at alternatives if there are further savings gaps
- The Council does a lot of work supporting providers in the recruitment and retention of their staff e.g. by giving them inflationary uplifts so they can pay staff reasonable wages
- There is no intention to reduce the external workforce, but there will be a small reduction over two years of the internal workforce
- More people are being recruited now to deliver the improvement programme which will determine what level of staffing is needed going forward
- The Council has difficulty in recruiting social workers and staff in mental health services so is developing a workforce strategy to support staff to enable them to do their jobs better, be valued and feel good about what they do and focusing on recruitment and retention
- The Council has employed 35 social workers from South Africa, Zimbabwe, India, Australia, Jamaica, Trinidad, Grenada and Canada and has a plan around specialist mental health staff and approved mental health professionals, and also a recruitment and retention plan
- Senior practitioner staff and team managers tend to come from within the Service as internal promotion and development opportunities
- The vacancy for rates for social workers and occupational therapists compare well with other authorities

### **3. Public Health and Wellbeing**

#### **3.1 Public Health and Wellbeing Strategy 2019 – 2024**

#### **Start Well– Live Well – Age Well**

##### **Starting Well**

Good mental health for all children

Improved mother and baby health and wellbeing, especially for those in most need

Children and young people leaving care are healthy and independent

Children growing in a safe & healthy home environment with supporting and nurturing parents and carers

### **Living and Working Well**

Individuals, families, friends and communities are connected

People are able to look after their own health

People have access to good quality homes providing a secure place to thrive and promote good health, wellbeing and independent living

People live, work & play in environments that promote health and wellbeing

### **Ageing Well**

Fewer older people feel lonely or socially isolated

Older adults stay healthier, happier and independent for longer

There is a reduction in the number of older people having falls

People receive good quality end of life care and have a good death

## **3.2 Resolutions of HASC – Health and Wellbeing Portfolio**

### **June 2023 June 2023 – Performance Report.**

#### **ACTION:**

- There were concerns that polluted sea and river water posed a risk to public health and a query as to whether the Cabinet Member for Public Health & Wellbeing could discuss this with the water authorities
- Treatment for drug and alcohol addiction came from the Public Health Grant and other sources – the Council's substance misuse services are currently being re-commissioned – ACTION: Alison Challenger, Director of Public Health, to provide more information

Resolved – that the Committee: -

- iii. recognises the proposed changes as detailed in Appendix E relating to changes in national reporting and welcomes any benchmarking data that is available
- iv. receives data on the total number of reviews undertaken within a year as part of the next policy and resources report for Core Measure 38
- v. for the Cabinet Member for Public Health and Wellbeing to consider if future reporting could include data on water/sea pollution and measures to report safety levels for the public

### **September meeting HASC**

Resolved

- v. For the Cabinet Member for Public Health and Wellbeing to make enquiries regarding possible district and borough council enforcement powers around sales of illegal vaping products

### **November HASC Meeting Public Health**

- Number of people completing evidence-based falls prevention programmes – The falls prevention pathway includes a range of different interventions e.g. eyesight checks, not wearing loose slippers

and removing trip hazards in the home – Falls lower confidence and the ability of people to stay in their home, serious fractures can lead to hospitalisation and change lives – Public Health works with the West Sussex Fire & Rescue Service on its Safe & Well visits which includes falls prevention – Strength and balance exercises help prevent falls and Public Health is working with the NHS on this and seeing improvements – Around 5% of falls lead to fractures and hospital admissions – In 2021-22 there were 5,125 hospital admissions for falls in people aged 65 and over in West Sussex, and 1,190 hospital admissions specifically for hip fractures in people aged 65 and over - considerable importance is given to reducing those

- Mental health – self-reported wellbeing – people with a high anxiety score – The data in this KPI is specific to people aged over 16 reflecting the level of need in the population – Public Health is carrying out an all-age public mental health needs assessment, to develop a much clearer picture and understanding of what the level of need is in the population, providing a breakdown between young people and older people

- HIV late diagnosis in people first diagnosed with HIV in the UK and KPI 55 - Chlamydia – proportion of 15 – 24-year-olds screened – The figures for both KPIs are reported annually so those in the report are from 2022 – Public Health is due to recommission sexual health services and is exploring population needs and how people access services e.g. online services are more popular with young people – Public Health commissions a specialist integrated sexual health service with outreach services in Worthing, Crawley, Chichester, Horsham and Bognor Regis through University Hospitals Sussex NHS Foundation Trust – Public Health also commissions some sexual health services from GPs and pharmacies in West Sussex – Older people have different needs to younger people, so trying to incorporate all that is difficult and things can change very quickly – Part of the reason HIV figures are low is due to some data reporting issues; a plan is needed to make further improvements – There was a query about sexual health services in Worthing and whether they would be part of a new health facility in the town – Action: Director of Public Health to provide a more detailed update on sexual health services including those in Worthing

- Key Performance Indicator - Smoking prevalence in adults (18+) – current smokers (APS) - to achieve Smokefree 2030 prevalence of 5% or below – Public Health has been advising the education sector on how to deal with underage vaping and illicit vapes. – Advice and guidance has been developed by the South East Public Health Tobacco Control Network to help schools with vaping policies and Public Health has held a vaping surgery to give advice to head teachers on this subject – this will continue as part of the tobacco control strategy – Two new enforcement posts have been created in the West Sussex Trading Standards Service to deal with the sale of illicit vapes, the illicit content of vapes and illicit tobacco – The four actions listed against this KPI will have a beneficial effect, but the government's smoke-free generation policy will do more – the Cabinet Member for Public Health and Wellbeing has co-signed a cross-party letter responding positively to consultation on this policy – It is important to manage illicit and underage sales and supply of vapes and tobacco through education and marketing as described in the tobacco control strategy. It is also important to prevent people from starting to smoke – A comprehensive approach is needed to smoking cessation that meets people's needs – Public Health is seeking to increase the number of people using local stop-smoking services – Not everybody chooses to use a quitting service, but prevalence levels are plateauing, so it's important that the right services are in place to meet population need. – The current model delivers services through GP practices, pharmacies, and the West Sussex Wellbeing Programme with a target of 600 people quitting each year based on the last three years – These services are the most evidence-based and where people are most likely to quit, but Public Health hope to review the model to see if there are better ways of delivering it and reaching people

- The Council would like to see the Public Health Grant maintained in real terms and the Cabinet Member for Public Health and Wellbeing would be happy to make comments to that effect in the

right places but is not anticipating any cuts linked to this in the forthcoming year

- Public Health is encouraging people to have flu and COVID-19 vaccinations
- There was a query about the uptake of defibrillator training

#### **4. Review and Scrutiny of Planning, Provision and Operation of Health Services in West Sussex**

##### **4.1 Reports and Resolutions of HASC**

###### **January 2023 – Stroke Services in West Sussex**

- Fully supports the current proposal for acute stroke centres
- Requests further data on travel times to be provided as part of the consultation process
- Requests that information on the decision-making process for residents on which stroke centre they will be transferred to be included as part of the FAQs in the consultation process
- Agrees that the changes proposed constitute a substantial variation on services
- Asks to be engaged formally as part of the consultation process via email, and a central response from the Committee will be collated
- Asks that all county and district/borough councillors affected by this proposal be consulted as part of the consultation process

###### **March 2023 – South East Coastal Ambulance Service; Resolved – that the Committee**

- Has received assurance on the improvement journey and the ongoing improvement relating to response and handover times
- Requests data on the number of people using walk in services and those that make their way to A&E using private transport
- Requests a further report to its Business Planning Group at an appropriate time.

###### **March 2023 - Dentistry in West Sussex - Feedback from Evidence Gathering Session**

The Committee considered a report by the Director of Law and Assurance (copy appended to the signed minutes). 56.2 Summary of responses to members' comments and questions: -

- The NHS works with the charity Dentaaid to provide free dental treatment to a range of people including those struggling to access a dentist
- NHS Sussex has been working with Healthwatch to develop a web page which provides information on dental services
- The 'Prevention and Treatment Plan' will develop local KPIs and update the oral health needs assessment

Resolved – that the Committee asks: -

- For a letter to be drafted to West Sussex MPs and the Secretary of State for Health in consultation with the Cabinet Member for Public Health & Wellbeing and the Leader to set out concerns raised through the evidence gathering session
- For NHS England to enhance its communications, through the use of performance indicators, to ensure residents are aware of the current challenges in dentistry in West Sussex and
- Agrees that all other recommendations in the report be taken

## November HASC Sussex System Winter Plan 2023-24

The Committee considered a report by NHS Sussex (copy appended to the signed minutes). 28.2

Summary of responses to members' questions and comments: -

- Sussex Partnership NHS Foundation Trust has an aim that no patient should wait more than three days for a bed, at the moment it is between seven and eight days. The current average length of stay in a mental health bed is 57 days, it is hoped to bring this down to 46 by maximising the use of havens, changing how crisis resolution teams operate, working with the local authority to implement discharge to assess beds and establishing community integrated teams
- The High Intensity Users Programme has been successful in Brighton and a pilot is planned for West Sussex, but may not be the same as the two populations differ
- Guidance for this year's vaccination programme was delayed and more complicated than previous rounds
- There have also been challenges at GP level which meant the flu vaccination couldn't always be offered
- 365,000 vaccines have been delivered with flu take-up at 51% compared to 46% nationally
- Mobile vaccination units will be used in Worthing and Chichester until 15 December
- To increase uptake, translation services, community champions and free travel to vaccination centres in rural areas will be used
- It is not known why the 111 services is used less in West Sussex than in other areas as it is encouraged
- There is a coordinated communications plan for winter between health and care partners that includes signposting to the right services, encourages positive use of services and has information about supporting people to stay healthy and well
- The communications plan also shares information about what the NHS is doing with a weekly focus on different themes - November focused on prevention, including vaccination, in December the focus will be operational plans
- The plan uses mainstream media, social media, websites, partner newsletters and is working with the community and voluntary sector
- NHS Sussex has received money from NHS England for a project in Arun to understand people's digital exclusion from health services and the barriers to health literacy by engaging with communities
- The project has identified around 75 people who are being helped to develop proactive, personalised care plans. If successful, this programme could be rolled out across Sussex
- There is an Access Recovery Plan to address primary care issues such as access, capacity and disparity by offering more appointments and triaging by a clinician using the modern GP model
- Key themes for primary care are access, safe working in general practice, sufficient staff to meet demand and patients being empowered to self-help using technology where possible (e.g. cloud telephony) and self-referral pathways looking at utilising community services
- Some GP practices are receiving support through an improvement programme to help them function more effectively
- There are additional roles coming into practices and primary care networks, including training hub retentions, recruiting GPs and GP trainees
- NHS Sussex is investing in estates in some current GP practices and will look to use section 106 and community infrastructure levy money to invest in new builds for new developments – this is partly driven by the Primary Care Network estates toolkit which highlights where new practices are needed
- Sussex Community NHS Foundation Trust (SCFT) has instigated online meetings at noon everyday to



view live data of patients who are waiting for a category 3 or 4 call back from South East Coast Ambulance Service NHS Foundation Trust (SECamb) - these patients are predominantly frail and may have fallen and can't get up

- If they have capacity, SCFT's Community Response Teams (CRTs) will be despatched to these patients within two hours
- SCFT has added nurses, physiotherapists, occupational therapists and some GPs to CRTs
- Last winter all CRTs were trained to use the device that lifts patients from the floor without the need for manual handling freeing-up SECamb to focus on category 1 and 2 calls
- SCFT will soon have direct access to a web portal enabling SECamb to send category 3 or 4 patients to it that are waiting for an ambulance and will respond to those patients safely

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# West Sussex Health and Adult Social Care Scrutiny Committee

## Report of Topics 2023/24 for Adur & Worthing Joint Overview and Scrutiny Committee

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

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### Introduction

Adur and Worthing Council appoints us as their representatives on the West Sussex Health and Adult Social Care Scrutiny Committee. We are co-opted onto this committee with a view to reporting back on issues relating to Worthing and Adur. Borough and District attendees have an opportunity to scrutinise decisions affecting this region.

Over the past year HASC has focused on a number of key health issues across Adur and Worthing and their current and potential impact on our communities.

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, NHS Sussex Integrated Care Services (formerly known as West Sussex Coastal Commissioning Group), West Sussex Local Dental Committee and Healthwatch.

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

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.

### **11th January 2023**

Items scrutinised at this committee included the following:

- NHS proposal to change stroke services.
  - NHS Sussex perceived that change was needed to bring about improvements to stroke services. It was proposed that an Acute Stroke Centre (ASC) be developed at St Richard's Hospital in Chichester to work in conjunction with one at the Royal Sussex County, Brighton, and the Stroke Unit at Worthing Hospital be closed. Concerns raised included the transportation period (within the golden hour) from Worthing (or Shoreham) to either ASC. A consultation process was examined.

- HASC members requested to be engaged in the consultation process and received further data on travel times and staff retention.
- Delivery of the Adult Social Care Strategy 'The Life You Want To Lead'
  - HASC questioned the 'Strength Based' approach to Adult Social Care, the number of adults in meaningful employment, support for homeless people, funding issues, and the workforce strategy. Questions were also asked about the lack of CQC inspections and the 'peer to peer' strategy used to assess quality of care. CQC Inspections are due to begin again. K
- Key Decisions:
  - A briefing was requested re Avila House Extra Care Housing Scheme.
- Work Programme:
  - Asked that the Integrated Care Strategy and Task and Finish Groups related to Marjorie Cobby House and Shaw Day Services be scheduled.
- Deciding Terms of Reference for the Mental Health Task and Finish Group.
  - Scrutiny was requested on a number of issues, with a focus on young people, to include suicide prevention, CAMHS, the impact of digital/social media, and transition to adults' services.

## **8th March 2023**

Items scrutinised at this committee included the following:

- South East Coast Ambulance Service NHS Foundation Trust Improvement Update:
  - CQC observed good progress with improvements. A culture change is being implemented. A falls strategy is being developed. A stroke services model is being developed. Questions were raised about operational issues (wait times at hospitals, handover times, the use of private transport, and 'hear and treat') and workforce issues (bullying, sexual harassment, whistleblowing).
  - HASC will receive data on wait times and walk in services (private transport).

- Changes to Children's Specialised Cancer Services Principal Treatment Centre Programme.
  - Resolved that there would not be a substantial variation and clinical outcomes would be improved. Concerns were raised about increased travel times and expense for families.
- Dentistry in West Sussex - Feedback from Evidence Gathering Session.
  - NHS works with Dentaaid to provide treatment to people struggling to access a dentist.
  - NHS Sussex is working with Healthwatch to develop web information services.
  - A letter was drafted by the Chair to West Sussex MPs and the Secretary of State for Health highlighting concerns.
- Quarterly Performance and Resources Report (Quarter 3)
  - Fewer adult social care assessments are taking place.
  - Anyone who is terminally ill is a priority for social care assessment.
  - Social Workers are being recruited from abroad.
  - Public engagement around mental health was requested.
  - The target for flu vaccination - committee requested it be increased.
  - Key performance indicators for access to GPs was requested.

### **14th June 2023**

Items scrutinised at this committee included the following:

- The Sussex Shared Delivery Plan.
- Quarterly Performance and Resources Report (Quarter 4)

### **15th September 2023**

Items scrutinised at this committee included the following:

- Quarterly Performance and Resources Report (Quarter 1)
  - The target for waiting times in A&E Departments is unambitious
  - Proposals for CAMHS need further work.

- Unambitious targets for accessing appointments at GP Practices
- More information concerning people with disabilities is required.
- Was presented with information concerning 'virtual wards' and changes to digital NHS services.
- Children's mental health and dentistry are key areas of the plan.
- Actions included: New local measures for Adult Services; treatment for drug and alcohol addiction from Public Health Grant and other sources.

## **22nd November 2023**

Items scrutinised at this committee included the following:

- NHS Winter Planning
  - Sussex NHS aims a minimum wait of 3 days for a bed. (currently between 7-8). Plans are in place to bring down length of stay in mental health beds. Vaccination levels require improvement and mobile vaccination units will be used. Digital exclusion will be explored. A 'modern' GP model is being introduced for triaging. Key areas discussed were access, staffing and workplace safety. NHS teams view live data of patients waiting for ambulances. Devices have been developed to enable lifts for patients suffering falls.
- Adults' Services Improvement Plan (including transition from Children's to Adults' Services)
  - AS to work on a definitive definition of 'Strength Based Approach'. Family members are called upon to provide care and support, reducing the reliance on the services. People in High cost living may be moved into supported living. Annual care reviews are not always taking place. Data available may not actually reflect what is happening on the ground. Council regularly lobbies Govt and MPs over underfunding for social care. Work is being done on recruitment and retention. The council has employed 35 Social Workers from various countries. Senior practitioners come from within the service. Vacancy rates compare well with other authorities.

- Public Health
  - Areas covered included falls prevention, mental health, wellbeing and also late diagnoses of HIV and Chlamydia and a drop in the number of people screened. Questions were asked about current sexual health services in Worthing (will a new facility be provided for the town?), and GP pharmaceutical support for sexual health services. Smoking and vaping were examined, and the control of illicit and underage sales and supplies. A comprehensive approach needs to be developed. A Key Performance Indicator needs to be developed to monitor the prevalence of smoking in children and young people.
- Quarterly Performance and Resources Report (Quarter 2)
  - Action: Adult Services to work on a definite definition of 'strength-based review'
  - Director of Public Health to provide a more detailed update on sexual health services including those in Worthing.

#### 10th January 2024

- **Urgent Matters:** The decision to reduce assessment of dementia services and the number of dementia beds provided in West Sussex from January 2024 until March 2024. Committee questioned the use of partner organisations and the voluntary sector and the effect on families and carers and adult social care, and whether a risk assessment had been carried out. Resolved that the Chair would write to Sussex Partnership NHS Foundation Trust and NHS Sussex raising specific concerns.
- Access to Dentistry - Report by NHS Sussex
  - Report indicates that the system/service is on the point of collapse.
  - The current NHS dental contract was felt to be underfunded and the cause of problems facing access to dentistry and requires review and further support was required during the transition of services to Integrated Care Boards. The business model of dentistry needed to be looked at. The British Dental Association recommends a minimum of £35



per Unit of Dental Activity. Concerns were expressed that NHS dentistry was being allowed to fail, to be replaced with a private system. Starting a new NHS Dental Service will not be cost effective.

- Committee resolved that they should lobby strongly to local MPs and the Secretary of State for Health. Action programmes need to be developed and consider whether the current business model is sustainable.
- Sussex Health and Care People Plan (Recruitment and Staffing in Social Care)
  - The plan appeared aspirational. Pensions, secure contracts, recruitment and retention were not covered in the plan. Providers are being pushed over their financial envelope and there is a proposed greater reliance on partners and the voluntary sector. Committee has asked for further information on the overarching implementation plan to include time frames and detailed reporting, as well as year on year staffing figures.

Business Planning: An update was requested on the closure of Zachary Merton Hospital and will be brought to the Business Planning Group. (Marjory Cobby House and Shaw Day services are also being closed and the impact of this will be considered by the Business Planning Group. A request was tabled for more information on the current reablement contract.

Cathy Glynn-Davies

Borough Councillor for Broadwater, Worthing

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ADUR & WORTHING  
COUNCILS

Joint Overview and Scrutiny Committee  
7 March 2024

Key Decision [No]

Ward(s) Affected:N/A

## **Update on Climate Change Delivery - Carbon Management Plan**

### **Report by the Director for Sustainability and Resources**

#### **Executive Summary**

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

1.1 This report provides further information on the progress which the Councils are making with regard to climate change delivery and the reduction in carbon emissions. Details of this work has now been set out in a Carbon Management Plan which was recently reported to and approved by the Joint Strategic Committee on 8 February 2024.

##### **2. Recommendations**

2.1 That the Committee note the progress which the Councils are making in climate change delivery and the new Carbon Management Plan; and

2.2 That the Committee consider if it would like to make any recommendations or comments on the issues raised in the Carbon Management Plan and report presented to the Joint Strategic Committee on 8 February 2024.

### **3. Context and Purpose of Scrutiny**

- 3.1 As part of its Work Programme for 2023/24, the Joint Overview and Scrutiny Committee (JOSC) have agreed to receive an annual update report on the progress being made by the Councils in climate change delivery and ask relevant questions of Officers.
- 3.2 JOSC received an update report on climate change delivery at its meeting on 16 February 2023 - The minute extract (JOSC/83/22/23) which includes the detail of the previous discussion and previous questions from that item is set out here [JOSC Minutes 16/2/23](#)

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

- 4.1 JOSC is requested to consider the updates to climate change delivery as set out in the new Carbon Management Plan which was reported to and agreed by the Joint Strategic Committee on 8 February 2024 (copy of the report and draft Carbon Management Plan are attached as an Appendix to this report).

### **5. Engagement and Communication**

- 5.1 The JOSC Chairs and Vice-Chairs 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.

Finance Officer: Emma Thomas

Date: 26/02/2024

### **7. Legal Implications**

- 7.1 JOSC provides a critical friend challenge to policy and decision makers and can help suggest improvements to the delivery of services.
- 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.

Legal Officer Joanne Lee

Date:26/02/2024

**Background Papers**

*Adoption of Carbon Reduction Plan* - Report to the Joint Strategic Committee on 8 February 2024

**Officer Contact Details:-**

Mark Lowe

Scrutiny & Risk Officer

Tel: 01903 221009

mark.lowe@adur-worthing.gov.uk

## **Sustainability & Risk Assessment**

### **1. Economic**

Transition to a low carbon economy is vital to provide future energy systems resilience, and to address and reduce potential impacts of climate change. Improved energy efficiency across the councils' assets reduce ongoing revenue requirements for energy purchasing.

### **2. Social**

#### **2.1 Social Value**

By securing affordable, low carbon energy into the future, the councils protect budgets from future energy price rises, drawing less budget into council operational costs away from services delivery that benefit local communities.

#### **2.2 Equality Issues**

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

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

Matter considered and no issues identified.

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

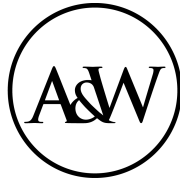
The impacts of climate change are predicted to impact on all communities, but the greatest impact is predicted to impact the most vulnerable communities. It is imperative that all is done to mitigate climate change.

### **3. Environmental**

The key driver for ongoing carbon reduction is to mitigate the predicted catastrophic impacts of climate change on the environment, economy and communities.

### **4. Governance**

The reporting and management of carbon reduction emissions show leadership in response to our declaration of a climate emergency. This aligns with national legislation (the Climate Change Act 2008); national and regional policy, and the councils' own policy. JOSC has responsibility for reviewing the Councils' 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 Officers to attend its meetings and can ask questions as part of this process.



ADUR & WORTHING  
COUNCILS

Joint Strategic Committee  
8 February 2024

Key Decision [Yes/No]

Ward(s) Affected:

## **Adoption of Adur & Worthing Councils *Carbon Management Plan***

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

#### **Report Author**

Dan Goodchild,  
Carbon Reduction Manager  
[dan.goodchild@adur-worthing.gov.uk](mailto:dan.goodchild@adur-worthing.gov.uk)

#### **Executive Summary**

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

- 1.1. Adur & Worthing Councils declared a Climate Emergency in July 2019. As part of the declaration, Members committed to *work towards becoming carbon neutral by 2030*.
- 1.2. The *Carbon Neutral Plan* was adopted in December 2019, setting out pathways for the councils to achieve the target
- 1.3. In the intervening years significant progress has been made reducing carbon emissions and further developing the recommendations set out in the *Carbon Neutral Plan* to develop the pipeline of projects that will ensure the councils meet their commitment on carbon emissions.
- 1.4. This work is now summarised as the *Carbon Management Plan*, set out at Appendix A. It is recommended that the councils adopt the new *Carbon Management Plan*

## **2. Recommendations**

### **2.1. That the Committee:**

- Notes the progress made on projects and recommendations since the publication of the *Carbon Neutral Plan*
- Approves the adoption of the *Carbon Management Plan* and to publish it on the councils' website



### **3. Context**

- 3.1. Adur & Worthing Councils jointly declared a climate change emergency on 9 July 2019, simultaneously setting a target to be carbon neutral by 2030.
- 3.2. The councils' adopted: *Adur & Worthing Councils' Carbon Neutral Plan: Working towards the 2030 target* on 3 December 2019 and a Carbon Reduction Team was appointed in September 2020 to facilitate work to achieve the target and attract funding to contribute to the councils decarbonisation.
- 3.3. The 2030 carbon neutral target required the councils to deliver a linear 10% reduction in emissions annually through the decade. Some years may see lesser and some greater emissions reductions, depending on interventions delivered, climatic conditions and other unforeseen events.
- 3.4. The councils' emissions (including Adur Homes) have reduced by just over 500 tonnes since 2019/20. Whilst this is approximately 1/6th of total emissions, the pace of reduction must increase if the council is to meet its carbon neutral target.

### **4. Summary of the *Carbon Management Plan***

- 4.1. The *Carbon Management Plan* is intended to be a public facing document, highlighting progress that the councils have made since the publication in 2019 of the previous *Carbon Neutral Plan*. This includes:
  - Decommissioning two large communal gas-heating systems, replacing them with 55 Ground Source Heat Pumps at Shadwells Court and Tollbridge House
  - Installing solar PV across a number of Housing and Corporate sites.
  - Improving the building fabric and energy performance of Worthing's Civic Quarter buildings
  - Developing a fleet strategy to tackle the largest portion of the councils' emissions. This will be reported on fully in summer 2024
  - Developing the Worthing Heat Network, which will be key to decarbonising not only council buildings within Worthing, but also the wider public and private estate into the future.

- 4.2. Since the publication of the *Carbon Neutral Plan*, decarbonisation plans have been developed for a significant proportion of the councils' portfolio. Whilst these measures are each subject to detailed business cases being developed, it has enabled the refinement of the councils' trajectory to achieving net zero (presented at Figure 3 in the *Carbon Management Plan*).
- 4.3. It recommends prioritising interventions that make the most contribution to reducing carbon emissions, specifically:
- The replacement of the refuse fleet with low carbon alternatives (500 tonnes)
  - Connection to the Worthing Heat Network (200 tonnes)
  - Decommissioning of sheltered housing gas boilers (190 tonnes)
  - The gradual decarbonisation of the grid (190 tonnes)
- 4.4. It also shows that even if the ambition, commitment and funding is found to deliver all of the interventions already identified, there will still be a residual total of about 380 tonnes of carbon emitted from council activities - principally those associated with the production of electricity.
- 4.5. Offsetting these residual emissions will be required in order to achieve carbon neutral status and the *Carbon Management Plan* recommends that this is achieved through the delivering (in-house and/or with a third-party) of new, renewable electricity generation assets.
- 4.6. The *Carbon Management Plan* makes a number of recommendations throughout the document. Should approval be received, officers will work on progressing these in due course, noting the ambitions of the councils to continue their journey towards the 2030 target.

## **5. 2045 target emissions**

- 5.1. Alongside the 2030 target to be carbon neutral in council operations, the councils are also committed to achieving net zero carbon status more widely by 2045.
- 5.2. The 2045 target encompasses two areas of emissions that are outside the scope of the *Carbon Management Plan*. These are Scope 3 emissions and 'area-based' emissions.
- 5.3. Scope 3 emissions are all those not associated with the *direct* consumption of gas or electricity (or, when the Worthing Heat Network starts providing heat,

heat) by Adur & Worthing councils. This includes those from buildings operated by partners, such as South Downs Leisure, as well as supply chain emissions.

- 5.4. Due to resource constraints, no scope 3 analysis has been conducted for the councils, however it is reasonable to assume that the councils' scope 3 emissions are extensive. The council has some control over these emissions and work streams are ongoing to develop an approach to minimising them through procurement requirements, partnership working and contractual obligations.
- 5.5. Area-wide emissions incorporate *all* emissions from within Adur & Worthing. Reducing these to net zero by 2045 will be a considerably harder challenge and require significant input and policy support from central government. The councils are already leveraging energy efficiency funding to reduce emissions from private sector homes, but a significant and systematic approach will need to be developed across a wide variety of organisations and sectors if this target is to be reached.
- 5.6. The councils are committed to taking a leading role in achieving the area-wide target and in so doing will proactively and strategically seek to coordinate action. A plan to deliver this will be developed, however it should be noted that whereas the trajectory presented in the *Carbon Management Plan* was developed in-house, the scale of the work required for the 2045 target will necessitate external support. This work is therefore subject to budget restrictions.

## **6. Engagement and Communication**

- 6.1. Significant and ongoing engagement has been had surrounding the councils' carbon reduction programme. The following internal groups and teams have had input into work that has been used to generate these figures:
  - Carbon Reduction Delivery Group/Environment Missions Board;
  - Technical Services & Facilities;
  - Building Services;
  - Environmental Services;
  - Housing;
  - Waste, Recycling & Cleansing;
  - Major Projects;
  - Finance;
  - Procurement;
  - Legal;

- Democratic Services;
- Planning;
- Bereavement Services.

6.2. Whilst the focus of the *Carbon Management Plan* is on scope 1 and 2 emissions, the following external groups have been consulted as part of carbon reduction projects to reduce the councils' emissions:

- Department for Energy Security & Net Zero (Heat Network Delivery Unit, and Heat Networks Investment Programme)
- Salix (Low Carbon Skills Fund and Public Sector Decarbonisation Scheme)
- West Sussex County Council
- Ministry of Justice (Worthing Law Courts)
- Worthing Theatres and Museums
- South Downs Leisure

6.3. More widely, the council is engaged with the following organisations and will seek to build these relationships over time in order to meet the 2045 target:

- Housing Associations
- NHS Trusts
- Major Employers
- Community Organisations and Groups
- SMEs
- Industrial Estates/Business Parks
- Partnership organisations (e.g. UK100)
- Mobility (active travel) organisations

## **7. Financial Implications**

7.1 While some of the projects discussed in the body of this report will have financial implications each will have been, or will be, subject to scrutiny via the presentation of a full business case to the Joint Strategic Committee as required.

7.2 There are no direct financial implications arising from this report.

## **8. Legal Implications**

8.1. The Climate Change Act 2008 as amended by the (2050 Target Amendment) Order 2019 is the basis of the UK's approach to tackling and responding to climate change. The Act requires emissions of carbon dioxide and other

greenhouse gases to be reduced from 80% to 100% by 2050 and the Council is committed to working towards this goal.

- 8.2. Section 1 of the Localism Act 2011 empowers the Council to do anything an individual can do apart from that which is specifically prohibited by pre-existing legislation.
- 8.3. Section 1 of the Local Government (Contracts) Act 1997 provides that every statutory provision conferring or imposing a function on a Local Authority confers the powers on the Local Authority to enter into a contract with another person for the provision or making available of assets or services, or both (whether or not together with goods) for the purposes of, or in connection with, the discharge of the function by the Local Authority.
- 8.4. In procuring for works goods or services to comply with its climate change proposals the Council must have regard to The Public Contract Regulations 2015 and / or The Public Concession Contract Regulations 2016 and take detailed legal advice as appropriate for each project.
- 8.5. When entering any arrangement with a provider the Council is to ensure that it does not infringe the rules relating to subsidies detailed in the Trade and Co-operation Agreement 2020 which are set out in Article 3 of the Agreement.
- 8.6. The Council is to remain fully compliant with any relevant grant funding terms and conditions and where there is an on-grant to an appointed provider, the Council is to ensure that there are appropriate indemnities in place in favour of the Council for any potential breaches of the funding terms, by that provider.

### **Background Papers**

- [JSS-C\(A\)/36/23-24 - Adur Carbon Emissions 22/23](#)
- [JSS-C\(W\)/32/23-24 - Worthing Carbon Emissions 22/23](#)
- [JSC6719-20 - Adoption of Carbon Neutral Plan](#)

## **Sustainability & Risk Assessment**

### **1. Economic**

Transition to a low carbon economy is vital to provide future energy systems resilience, and to address and reduce potential impacts of climate change. Improved energy efficiency across the councils' assets reduce ongoing revenue requirements for energy purchasing.

### **2. Social**

#### **2.1 Social Value**

By securing affordable, low carbon energy into the future, the councils protect budgets from future energy price rises, drawing less budget into council operational costs away from services delivery that benefit local communities.

#### **2.2 Equality Issues**

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

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

No impacts identified

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

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

### **3. Environmental**

The key driver for ongoing carbon reduction is to mitigate the predicted catastrophic impacts of climate change on the environment, economy and communities.

### **4. Governance**

The reporting and management of carbon reduction emissions show leadership in response to our declaration of a climate emergency. This aligns with national legislation (the Climate Change Act 2008); national and regional policy, and the councils' own policy.

**ADUR & WORTHING COUNCILS**

**CARBON MANAGEMENT PLAN**

**FEBRUARY 2024**



## Background

Following the joint declaration of a Climate Emergency in 2019, Adur & Worthing Councils published their [Carbon Neutral Plan: Working towards the 2030 target](#). This was a science- and evidence-based Plan that identified key actions and intervention measures required to set the councils on the path to net zero carbon emissions.

The *Carbon Neutral Plan* aligned to the Councils' previous vision *Platforms for our Places*. This update The *Carbon Management Plan* now supports [Our Plan](#), specifically the *Thriving Environment* ambition, which lists as a mission: *Action now achieves a fair transition to Net Zero Carbon by 2045*.

Whilst the councils' emissions only make up a fraction of one percent of the emissions from the area as a whole, achieving the Carbon Neutral target by 2030, the councils will be a model for all residents, organisations and businesses in Adur & Worthing, enabling us to lead the area towards net zero by 2045 through learning and shared infrastructure.

This refresh of the *Carbon Neutral Plan* comes four years after the previous plan was adopted and three years following the appointment of the carbon reduction team, which has, in partnership with colleagues from across both councils and external organisations, secured in excess of £10m of external funding and delivered a number of key interventions. Many of these are explained throughout the document.

## Emissions Progress

As noted in the *Carbon Neutral Plan*, the scope for the councils' reductions was defined as being Scope 1 and 2 only. These are defined in Table 1, as follows:

Category	Description	Data used in this analysis
Scope 1	Direct emissions from sources owned or controlled by the councils	Metered gas data (or bills) Litres of fuel purchased for council-owned vehicle fleet Pool car mileage
Scope 2	Indirect emissions from the generation of energy (electricity) purchased by the councils	Metered electricity data (or bills)

Table 1

As per the *Carbon Neutral Plan*, scope 3 emissions<sup>1</sup> are not included within this analysis and will form a key part of the councils' work to deliver on its 2045 target.

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<sup>1</sup> Scope 3 emissions are indirect emissions that result from other activities that occur in the value chain of the reporting organisation, either upstream or downstream.



Since the publication of the original plan, annual reports have been presented to the councils' Joint Strategic Committee that have set out year-on-year progress regarding the targets. These have also identified where further data (i.e. new metering and billing) has become available to the councils that allows for the direct comparison between the original baseline year (2019/20) and now (table 2).

tCOe2	2019/20	2022/23	% decrease
Electricity	856	638	25.5
Gas	979	821	16.2
Fleet and pool cars	1,197	1,092	8.8
<b>Total</b>	<b>3,062</b>	<b>2,553</b>	<b>16.6%</b>

Table 2

This shows that the councils have reduced their emissions by over 500 tonnes, or 16.6% in the previous four years. Whilst this is good progress, it is evident that more needs to be done in order to ensure the 2030 target is reached.

This 2023 *Carbon Management Plan* updates the 2019 *Carbon Neutral Plan* by focusing on:

- Delivered projects and work
- Emissions reduction measures - only relying on offsetting where a reduction in emissions is infeasible, as defined by the UN
- Recommendations for further work to continue to deliver our progression to our 2030 target

### Scope 1: Gas


The *Carbon Neutral Plan* identified the need to reduce heating demands and phase out natural gas usage across the councils' estate. This work has been split into two areas: gas for space heating and hot water; and gas consumption at the crematorium.

### Heating

## WHAT WE'VE DONE ALREADY: SHELTERED HOUSING

The communal boilers at Shadwells Court and Tollbridge House have been fully decommissioned and replaced with ground source heat pumps

**FUNDING:** Public Sector Decarbonisation Scheme plus Adur Homes match funding

As of 2023, emissions from heating are derived from thirteen sites across both Adur Homes and corporate sites. The council has developed heat decarbonisation plans for the majority of these sites. Where heat pumps are installed or heat network connections made, emissions will continue to reduce as emissions associated with electricity production decrease (see section XX).

### Corporate Sites

Figure 1 shows emissions from corporate buildings, plus projected emissions from these buildings following interventions. This reduces emissions from heating corporate buildings from 267 tonnes to 133 tonnes.

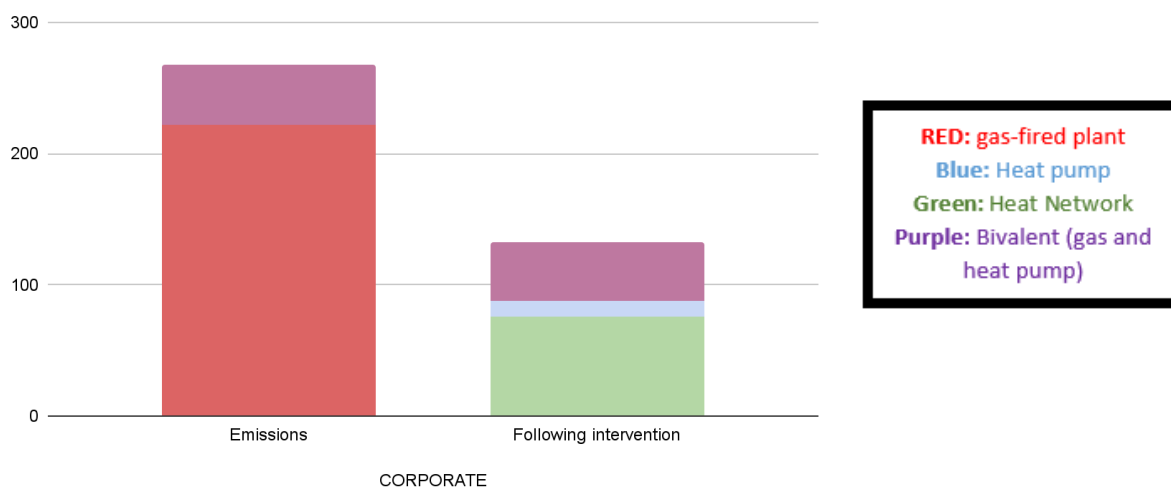


Figure 1

## WHAT WE'RE DOING: WORTHING HEAT NETWORK

The Worthing Heat Network will provide low carbon heat to residents and businesses of the town centre.

Utilising large Air Source Heat Pumps located at the High Street Car Park, heat will initially be provided to Borough Council buildings and Worthing Hospital, with significant opportunities to grow the network over time.

**CARBON SAVING:** 150 tonnes (Town Hall and Portland House only)  
3000 tonnes (Whole Phase 1)

**FUNDING:** Heat Network Delivery Unit, Heat Network Investment Project, Greater SE Net Zero Hub, Public Sector Decarbonisation Scheme, Worthing Borough Council

### Adur Homes

Figure 2 shows emissions from Adur Homes, plus projected emissions from these buildings following interventions. This reduces emissions from heating Adur Homes buildings from 194 tonnes to 149 tonnes. Two sites have not had heat decarbonisation plans developed at present, one of which is the new communal gas-fired heating system due to be commissioned at Albion Street.

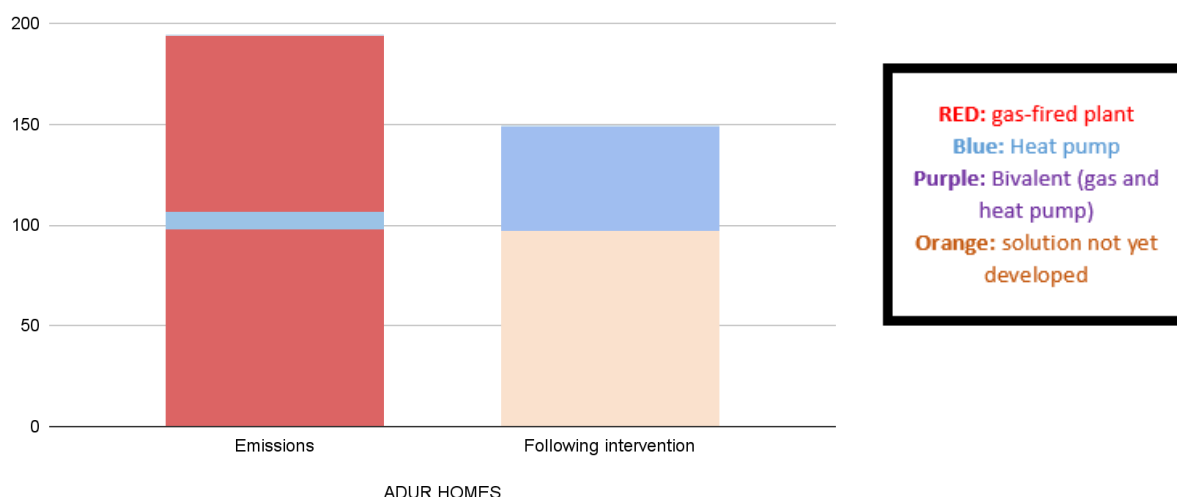


Figure 2

**Recommendation: Develop Heat Decarbonisation Plans for the councils' remaining gas boilers**

### WHAT WE'VE DONE ALREADY: SHOREHAM CENTRE



The old, inefficient gas boilers which had no controls have been replaced by a new, bivalent system utilising large air source heat pumps.

New gas boilers were also installed to provide top-up heating during the coldest months. Further work to the distribution system and fabric will be required to fully decarbonise the site

**FUNDING:** Public Sector Decarbonisation Scheme plus Adur District Council match funding

**CARBON SAVING:** 25tonnes per annum

The Worthing Heat Network forms a key part of both the councils' plan to decarbonise its own estate, but is also the foundation of its ambition to decarbonise heat within Worthing by 2045.

It will initially connect five council-owned buildings plus Worthing Hospital, installing over 1.5km of insulated pipework between the hospital and the Civic Quarter. Low carbon heating will be produced by utilising large, centralised Air Source Heat Pumps located at the network's energy centre at the High Street Multi-storey car park. Planning Permission was granted in December 2023, with construction expected to start in 2024.

It is anticipated that once fully operational, Phase 1 of the heat network will save over 3,000 tonnes of carbon per year, increasing as new public and private sector connections are made.

The heat network will continue to expand organically across Worthing, utilising additional waste heat loads and making connections to new buildings over time. Other WBC owned and/or operated buildings as well as development sites will therefore be able to connect in due course.

### WHAT WE'RE DOING: WORTHING CIVIC QUARTER

£2.5m of funding has been secured from the Public Sector Decarbonisation Scheme to complete additional energy efficiency works to Civic Quarter buildings, including connecting to the Worthing Heat Network.

These works include secondary glazing (pictured), loft insulation, draughtproofing, mechanical improvements to heating systems and improvements to BMS systems.

A previous £500k grant has allowed some works to already be completed at Worthing Town Hall and Portland House

#### FUNDING:

Public Sector Decarbonisation Scheme  
Worthing Borough Council



**CARBON SAVING:** 125tonnes per annum (Town Hall and Portland House only)

**Recommendation: Seek PSDS Funding for the remaining town centre buildings**

### Non-council controlled sites

The Councils are also responsible for maintaining a number of additional boilers under lease agreements with tenants (e.g. South Downs Leisure (SDL), Worthing Theatres and Museums and some community centres). These fall outside of the scope 1 definition used above, however they represent significant sources of carbon emissions.

## WHAT WE'RE DOING: WORTHING CULTURAL BUILDINGS

All Worthing Theatres and Museums buildings are due to connect the Worthing Heat Network. This will fully de-gas the cultural property portfolio.

It is expected that this will assist WTAM in demonstrating their sustainability credentials for future funding bids

**FUNDING:** PSDS and Worthing BC match funding

**CARBON SAVING:** 129tonnes per annum



The council is continuing to support SDL on their own pathway to net zero by:

- Targeting a connection to the Worthing Heat Network for Splashpoint by 2027, reducing annual emissions by over 500 tonnes
- Developing Heat Decarbonisation Plans for all other SDL sites owned by Adur & Worthing Councils.

The councils will continue to work with SDL in order to develop business cases and secure funding to assist in the delivery of further decarbonisation measures.

**Recommendation: Work with South Downs Leisure to deliver decarbonisation measures across their sites**

**Community Centres** owned by the councils vary in the ultimate responsibility for heating system repair and replacement. Where the council is responsible, Heat Decarbonisation Plans have been developed for these sites and business cases, funding and intervention points will be considered going forward to assist tenants to decarbonise their heating supplies at an appropriate time

**Recommendation: Work with individual Community Centres to deliver decarbonisation measures across their locations**

## Crematorium

Worthing crematorium is the single largest consumer of gas within this Plan. In 2022/23 it emitted over 400 tonnes of carbon during its operations, a slight reduction on 2021/22. Historic reductions have been due to changes in usage figures that are not necessarily permanent.

In 2021 a feasibility study, completed using Salix Low Carbon Skills Funding, explored the possibility of electrifying the crematorium. It noted that a number of constraints (specifically its location in mature woodland and surrounded by landscaped grounds; the electrical supply available; and space constraints within the building) make it difficult – albeit not impossible – to electrify. As a result, alternative options are being explored.



## WHAT WE'RE DOING: HYCREM

The world's first pilot of using green hydrogen in a crematorium is scheduled at Worthing Crematorium in 2024.

The council are partners in HyCrem, alongside organisations from the higher education, net zero, cremation, hydrogen and gas distribution industries. HyCrem will see one of the three cremators at Worthing Crematorium utilise 100% green hydrogen for the cremation process for up to one month. Air quality testing and performance monitoring will be conducted alongside the trial.



**CARBON SAVING:** ~5tonnes (pilot only)

**FUNDING:** Industrial Fuel Switching/Net Zero Innovation Portfolio

**Recommendation:** Following HyCrem, determine and progress a decarbonisation option for the Crematorium

## Scope 1: Emissions from vehicles

The remainder of the council's scope 1 emissions comes from operating its fleet of vehicles. This is easily split into four categories: light vehicles; larger trucks not used for refuse collection; the refuse fleet; and pool cars. Given the emissions inherent in continued diesel and petrol use, a transition away from fossil-fuels is required in order to meet the Carbon Neutral 2030 target.

## WHAT WE'VE DONE: FLEET STRATEGY

The council has commissioned Ricardo to prepare a fleet strategy, setting out viable pathways to decarbonise its fleet, including by 2030. The recommendations included here are based on the output of that strategy

**CARBON SAVING:** up to 695 tonnes

**FUNDING:** Adur & Worthing Councils



As noted above, the council sees a potential role for the use of green hydrogen in its operations, however both the initial outlay and ongoing running costs will be significantly less economical than transitioning to a full battery-electric fleet.

The fleet strategy mentioned above forms the basis for the following sections of this report. A full strategy will be presented for adoption in summer 2024 and future users of this report should refer to the fleet strategy for the councils' most up to date approach.

## Light Vehicles

The councils currently operate 70 light commercial vehicles (LCVs) and 12 larger vehicles between 3.5 and 12 tonnes in weight. These range from vans to support services including, Housing, Parks, Dog Wardens to road sweepers and the numbers will likely increase when food waste collections commence (subject to approval).

Despite making up two thirds of the fleet, these Light Vehicles contribute only about 30% of the fleet's emissions.

The technology for the decarbonisation of light vehicles is well established and the ranges required by the existing fleet mean that this is already a viable technology option.

### WHAT WE'RE DOING: LIGHT VEHICLES

The council already operates 5 fully electric vehicles, charged at the Commerce Way depot.

A further 5 electric vehicles are on order with additional chargepoints to be installed at the same time

**CARBON SAVING:** 10tonnes (current and planned vehicles)



**FUNDING:** Adur & Worthing Councils

**RECOMMENDATION:** Continue replacing Light Vehicles with electric options as part of the ongoing fleet replacement cycle

**RECOMMENDATION:** As part of food waste collection options, explore low carbon options from the outset.

## Refuse Fleet

The 2019 *Carbon Neutral Plan* noted that ultra-low emission HGVs were not expected to become widely commercially available in the next decade and that the councils will need to “undertake a review when the existing fleet is due for renewal”. Fortunately, technology has developed more rapidly than anticipated and there are a number of low carbon options to consider.

**RECOMMENDATION:** Review Fleet Strategy options and confirm preferred low carbon summer 2024.

## Pool Cars

The pool cars operated by the council contribute less than 0.5% of the councils' total emissions from its fleet. The vehicles are not owned by the councils, the service is provided through a contract with a third party supplier. All of these vehicles are currently petrol-electric hybrid.

It is anticipated that these vehicles will be switched to battery electric models once charging infrastructure at the sites these cars are stored at overnight becomes available.

### WHAT WE'RE DOING: POOL CARS

The Worthing Integrated Care Centre Multi Storey Car Park will have charging infrastructure available to charge all the councils' pool car fleet, enabling the discontinuation of the hybrids currently in use.

**CARBON SAVING:** 6 tonnes

**FUNDING:** Lease arrangement

**RECOMMENDATION:** Work to deliver improved alternative transport options (e.g. cycling provision) for staff

## Scope 2: Electricity

Many of the measures to remove scope 1 emissions will have a necessary increase in electricity demand due to the phase out of gas or vehicle fuels. As a result, emissions associated with electricity consumption will remain a persistent part of the councils' carbon footprint and may increase, particularly in the short-term, as demand increases (potentially significantly).

The decarbonisation of the UK power system is expected by 2035. Whilst this is slightly beyond the councils' net zero 2030 deadline, significant reductions will mean replacing direct fossil fuel consumption (scope 1 emissions) with electricity will have a positive impact on the councils' carbon emissions.

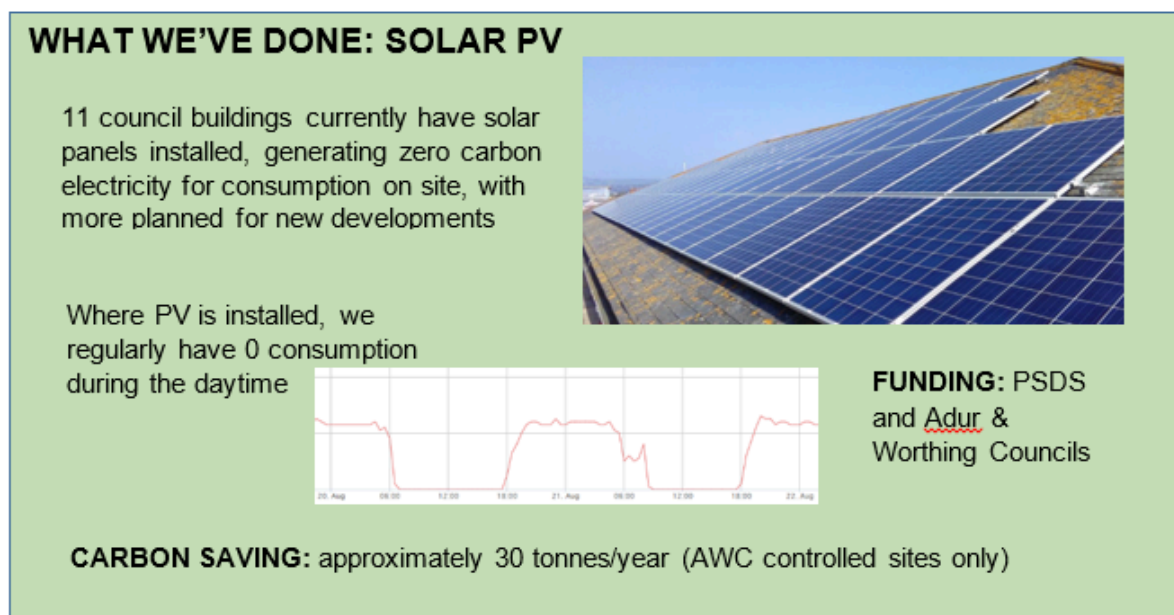
The *Carbon Neutral Plan* identified few opportunities for electricity demand reduction measures across the councils' estate, principally due to the relative lack of high demand systems (e.g. mechanical ventilation) currently in use by the council. It has been routine for lighting replacements to be LED for some considerable time, although the upgrade of external lighting in particular is an opportunity for development.

**RECOMMENDATION:** Continue exploring opportunities for electricity demand reduction projects across the councils' property portfolio

The council already operates a small portfolio of solar PV systems. Most of these were installed post-Feed-in-Tariff subsidy and, as a result, the only financial benefit council receives from these is through a reduction in power purchased from the national grid. For



larger systems, such as those at Commerce Way and Shadwells Court, battery storage may present an opportunity to reduce the energy spend for the council<sup>2</sup>.



Additional opportunities for the deployment of further Solar PV are likely, subject to financial viability for the following sites:

- Community Centres
- Commercial Property Portfolio
- Leisure Sites
- Car Parks (as solar carports)

**RECOMMENDATION: Explore further opportunities for rooftop and carport solar PV opportunities with partner organisations**

Important though they are, the above demand reduction, microgeneration and grid decarbonisation factors are only likely to have a small impact on the councils' scope 2 emissions. In particular, the fact that electricity from the national grid will not be zero carbon by the time of the councils' 2030 target date, some residual scope 2 emissions are inevitable if grid electricity is continued to be purchased.

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<sup>2</sup> It should be noted that using battery storage to reduce imported electricity from the grid would also reduce the councils' reported carbon emissions, it does not reduce the overall emissions from the UK as a whole

## RENEWABLE ELECTRICITY PRINCIPLES

The council has historically purchased its electricity via a renewable electricity tariff. These tariffs ring-fence existing renewables capacity for the council, but do *not* contribute to the lowering of UK-wide carbon emissions. In other words, they just make everyone else's electricity less renewable.

As such, the councils' approach when using renewable electricity to meet its future demands must meet the following tests for it to be legitimately 'offsetting' its scope 2 emissions:

- Renewable – in other words, solar, wind etc
- New – it must not already be contributing to the UK's zero carbon supply
- Additional – by becoming involved in the project, the council is unlocking its development

### Trajectory to carbon neutral

The recommendations and interventions identified above will continue the councils' progress towards meeting its net zero 2030 target. Further to the gas information presented in Section above, the *total* emissions for the councils have been modelled in an effort to map a trajectory for the councils' emissions to net zero by 2030. This assumes that projects will prove financially viable and has only been possible to the extent that data has been available, so assumptions have necessarily been made around financial viability, technical deliverability and likely timeframes.

The indicative trajectory is presented at Figure 3.

Adur & Worthing Councils - Carbon Emissions 2019/20 - 29/30

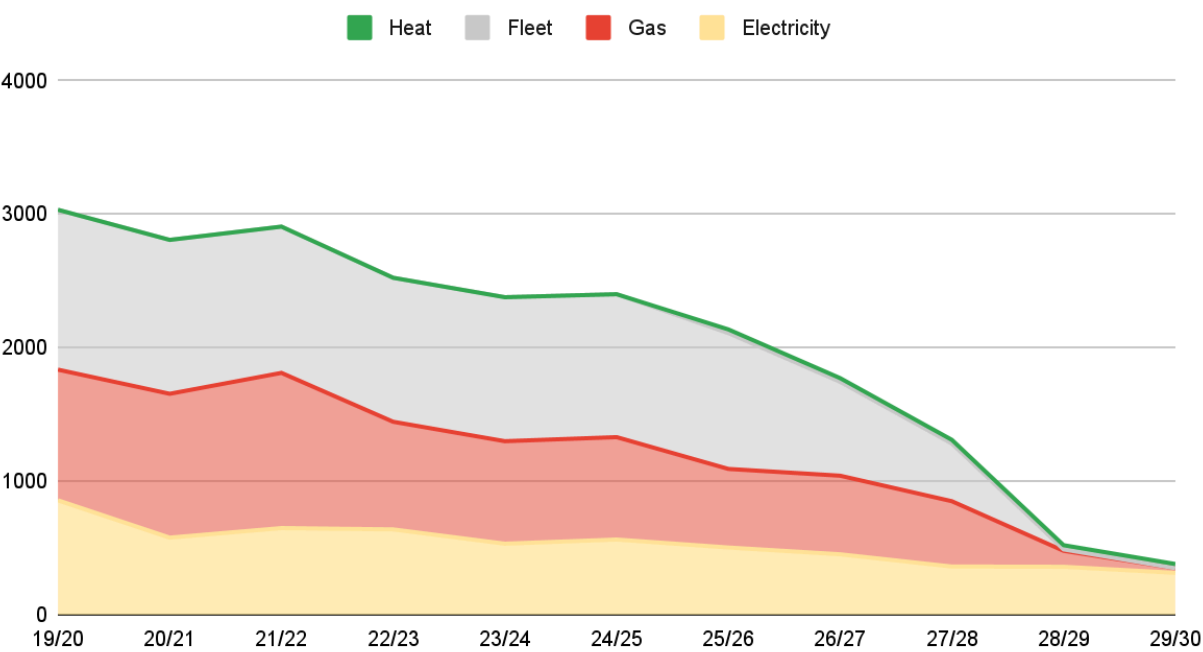


Figure 3

As this graph shows, emissions reductions are not due to be linear. Indeed annual increases are possible where the council increases its operational responsibility (e.g. food waste collections, new communal heating systems) or where external factors (crematorium use, increase in grid carbon intensity) play a part.

The biggest reductions come in the form of:

- The replacement of the refuse fleet with low carbon alternatives<sup>3</sup> (500 tonnes)
- Connection to the Worthing Heat Network (200 tonnes)
- Decommissioning of sheltered housing gas boilers (190 tonnes)
- The gradual decarbonisation of the grid (190 tonnes)

It is important that these projects are prioritised in order for the largest emission reductions to be realised in order to minimise the cumulative impact of the councils' emissions.

**RECOMMENDATION: Prioritise actions which make the largest carbon emissions reductions**

Figure 3 shows that even with all of the interventions identified above, the council will still emit 380 tonnes of carbon annually, mostly through electricity consumption. This total must be offset for the councils to achieve carbon neutrality.

### **Offsetting: Renewable Generation**

As per the *Carbon Neutral Plan*, the need to deliver and benefit from large renewables assets (or woodland<sup>4</sup>) must be met in order to be legitimately net zero carbon by 2030. Since the publication of the *Plan*, the UK market and legislation has developed considerably and there are now multiple routes to achieving a net zero electricity supply.

In order to meet the councils' residual electricity demand, it is likely the council will need in excess of 6MWp<sup>5</sup> of solar capacity, or a smaller amount of wind capacity. Although Planning restrictions have eased slightly on the development of onshore wind in England, solar PV remains the more common and deliverable technology at this scale.

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<sup>3</sup> The graph assumes that battery electric vehicles are used but this is subject to confirmation in summer 2024. Alternative technologies are available and would result in a slightly different trajectory and residual emissions profile.

<sup>4</sup> Or an alternative bio-sequestration method

<sup>5</sup> MegaWatt peak – a measure of the maximum output of energy installations.

## WHAT WE'VE DONE: LARGE SCALE SOLAR OPPORTUNITIES

The council has commissioned a study to explore the suitability of all of its assets for large-scale solar PV deployment. The potential for a modest solar farm has been identified and the council is actively seeking to progress its development, subject to financial viability

**FUNDING:** Adur & Worthing Councils

**CARBON SAVING:** up to 600 tonnes, depending on scale and grid carbon intensity

**RECOMMENDATION:** Seek to develop modest (3MW) solar farm on council-owned land

Due to the geographic constraints within Adur & Worthing (notably the sea, population centres and protected green spaces such as parks and the South Downs National Park), the council will not be able to deliver the required amount of renewable generation capacity within its boundaries. Opportunities outside Adur & Worthing will therefore need to be sought.

**RECOMMENDATION:** Seek to partner with Community, Public or Private sector partners to develop out-of-area renewable generation assets to provide electricity to council buildings

### Offsetting: Sequestration

As mentioned above, carbon sequestration is an alternative to the deployment of large scale renewables assets in order to ensure genuine net zero emissions. The *Carbon Neutral Plan* suggested up to 575 hectares (5.75km<sup>2</sup>) would be required to offset residual emissions, however the carbon saving figure per hectare (3.56 tonnes) is at *maturity* of the woodland. Given the long timeframes in planting and growing woodland, tree planting will have a negligible impact on the councils' 2030 target.

Sequestration through alternative, more rapidly growing biomasses is also possible, although again it is felt that this will be difficult to make a meaningful contribution by 2030.

## WHAT WE'RE DOING: OFFSETTING RESEARCH

As part of the Sussex Bay project (hosted by the councils), we are actively seeking research partners to assist in developing metrics and projects models to deliver 'blue offsetting', for example through the restoration of kelp forests.

**FUNDING:** Esmée Fairburn Foundation and others

**CARBON SAVING:** to be confirmed

### Summary and Next Steps

Since the adoption of the *Carbon Neutral Plan* in 2019, Adur & Worthing Councils have made significant progress in reducing carbon reduction measures by over 16% and strengthening the identification of projects required for the councils to deliver on the commitment to be carbon neutral by 2030.

This revised *Carbon Management Plan* has demonstrated that significant progress can be made in reducing the councils' emissions from its day to day operations and that efforts to sustain progress already made around the decommissioning of gas boilers, decarbonisation of fleet vehicles and deployment of solar PV should be prioritised, particularly where external funding is available. Furthermore, projects that deliver greater savings should be prioritised for delivery in advance of those achieving more modest savings.

It also reinforces the point made in the *Carbon Neutral Plan*, that due to emissions taken to produce electricity, the council will continue to emit significant emissions even after all of these measures are completed. As such, offsetting measures - principally through the production of additional renewable electricity generation - should be developed at pace, in order to ensure the councils are able to meet their Carbon Neutral 2030 target.



ADUR & WORTHING  
COUNCILS

Joint Overview and Scrutiny Committee  
7 March 2024

Key Decision [No]

Ward(s) Affected: N/A

## **Interview with the Worthing Cabinet Member for Climate Emergency**

### **Report by the Director for Sustainability and Resources**

#### **Executive Summary**

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

- 1.1 This report sets out background information on the Portfolio of the Worthing Cabinet Member for Climate Emergency to enable the Committee to consider and question the Cabinet Member on issues within her 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 her 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 her consideration.

##### **3. Context and Purpose of Scrutiny**

- 3.1 As part of its Work Programme for 2023/24, 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 2023/24.

- 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 Climate Emergency, Councillor Sophie Cox. Part of the scrutiny role is to fact find/investigate in the form of questions to the Cabinet Member on issues within her portfolio and other issues involving the Cabinet Member that relates to her 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.
- 3.4 The former Cabinet Member for Climate Emergency was previously interviewed by JOSC at its meeting on 16 February 2023 - The minute extract (JOSC/87/22/23) which includes the detail of the previous discussion and previous questions from that interview is set out here [JOSC Minutes 16/2/23](#) Individual decisions made by the Cabinet Members can be found from the following link: [Individual Cabinet Member decisions](#)

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

- 4.1 The Worthing Cabinet Member for Climate Emergency has responsibility for the following:-
- Climate and nature positive policy
  - Carbon reduction and energy management policy, including low carbon building standards
  - Economic strategy and development, including regeneration, visitor economy, business partnerships, concessions, events and/or projects to encourage or are likely to generate viable, sustainable economic gain (to share with Regeneration portfolio)
  - Energy management and sustainability strategy
  - Environmental management and strategy (to share with Environmental Services Portfolio)
  - Environmental protection and ecological sustainability, including noise, dog control, food hygiene, land drainage, pest control and air quality (to share with the Environmental Services portfolio)
- 4.2 JOSC is requested to ask questions of the Cabinet Member based on her



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.

Finance Officer: Emma Thomas

Date: 26/02/2024.

## **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**

Strategic Priorities for Worthing Borough Council: 2022/23 Progress Update Report and New Priorities for 2023/24 - [Worthing JSC Sub-Committee 13 June 2023](#)

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

## **Officer Contact Details:-**

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Scrutiny and 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. A sustainable environment is desired and the Cabinet Member has aims in their Portfolio to help achieve this.

#### **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. The Cabinet Member has within her Portfolio the responsibility for overseeing the Council Climate Emergency and sustainability policies.

### **4. Governance**

Matter considered and no direct issues identified. 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.



ADUR & WORTHING  
COUNCILS

Joint Overview and Scrutiny Committee  
7 March 2024

Key Decision [No]

Ward(s) Affected:N/A

## **JOSC Work Programme update and Work Programme setting for 2024/25**

### **Report by the Director for 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 2023/24.
- 1.2 This report also includes a draft JOSC Work Programme for 2024/25 which is submitted to the Committee for consideration and comment. Members are asked to note that the 2024/25 Work Programme is subject to further change following the outcome of the JOSC Member Working Group Scrutiny Review on the effectiveness of scrutiny. The outcomes from the review will be reported by the Working Group to the Committee at the first meeting in the new municipal year taking place in June 2024.
- 1.3 Members of the Committee are asked to note and support a request by the Joint Chairs and Working Group to attend a JOSC Workshop (to be held in advance of the June meeting) to enable all Committee Members to consider the purpose and principles of effective scrutiny; the factors that contribute towards effective scrutiny; how the Committee will manage and resource an effective scrutiny work programme; how the Committee might develop a positive culture of scrutiny across our organisations; the establishment of a JOSC Member finance Working Group for budget development and to

provide important time for new and existing members to discuss their common purpose and aims for effective scrutiny over the next municipal year.

## **2. Recommendations**

- 2.1 That JOSC note the progress made in delivering the JOSC Work Programme for 2023/24;
- 2.2 That JOSC consider and confirm a draft Work Programme for 2024/25 whilst noting that proposals from the Working Group Report in June may affect further changes to the Work Programme;
- 2.3 That the Committee approves the referral of the confirmed draft JOSC Work Programme for 2024/25 for reporting to the Full Council meetings in March 2024 for approval; and
- 2.4 That Members of the Committee consider collectively a suitable time and date for the pre-June workshop to enable the Joint Chairs to ensure best attendance for the review, the outcomes of which will be reported back to the Committee in June.

## **3. Context and purpose of Scrutiny**

- 3.1 The JOSC Work Programme for 2023/24 has been reviewed at each meeting during the 2023/24 Municipal Year with the last of those being at the meeting on 30 January 2024. The Work Programme has again been a very busy Work Programme and in line with good practice it is now necessary for JOSC to set a Work Programme for 2024/25 which can then be reported to the Council meetings in March in accordance with the terms of the Constitution.
- 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 JOSC Work Programme will be approved by both Councils in April each year. 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 23/24 this was done in December 2023.

## **4. Issues for consideration**

- 4.1 A draft Work Programme for 2024/25 has now been produced for the

Committee to consider which is set out in the Appendix to this report. This Work Programme includes items already requested by JOSC and routine items considered by JOSC. Items for the Work Programme should be chosen/ guided by how closely they align with the Councils' Strategic priorities and 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 recommend it to the Council meetings but note that the JOSC Working Group that was set up by JOSC in June 2023 to review the effectiveness of JOSC, will be reporting its findings and recommendations to the JOSC meeting in June 2024 and, therefore, further changes to the Work Programme will likely be required with a further update to the Council meetings as appropriate.
- 4.3 There will also be a need to reimagine the work for the Committee set out for the June meeting and it is proposed that the meeting will consider two matters - Consideration of the JOSC Working Group report and the determination of a Work Programme for 2024/25 (in light of the outcome of the Working Group report). Prior to the June JOSC meeting (after the local elections), there will also be a Scrutiny training day and informal gathering/discussion for all new and existing JOSC Members. At the training day officers and members will have an opportunity to informally consider the proposals as indicated in Paragraph 1.3 above and discuss how they might affect /reset the work programme for 2024/25.

## **5. Engagement and Communication**

- 5.1 The JOSC Chairs and Vice-Chairs and the Council 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.

Finance Officer: Emma Thomas

Date: 26/02/2024

## **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. The Joint Overview and Scrutiny Committee undertakes the overview and scrutiny role for the Councils and helps drive improvement and can review new ways of delivering services.
- 7.4 The Joint Overview and Scrutiny Committee is required to set a Work Programme each year in order to manage its work. 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 and any changes to the Work Programme should be submitted to the Councils approximately mid year for noting.

## **Background Papers**

Constitution and Joint Overview and Scrutiny Procedure Rules

Report on JOSC review and refresh - JOSC meeting on 8 June 2023 [JOSC review and refresh](#)

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

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## **Sustainability & Risk Assessment**

### **1. Economic**

Some of the issues scrutinised as part of the Work Programme could impact on the local economies.

### **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. All items considered by JOSC will consider any impacts on climate change.

### **4. Governance**

Items for the Work Programme should be chosen guided by how closely they align with the Councils' Strategic priorities and 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. It is good practice for an Overview and Scrutiny Committee to set its Work Programme ahead of the next Municipal Year. The current Joint Overview and Scrutiny Procedure Rules state that the Work Programme will be approved by both Councils in April and that any changes to the Work Programme should be submitted to the Councils approximately mid year for noting.

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ADUR & WORTHING  
COUNCILS

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

### Final meeting of the Municipal Year

Joint Overview and Scrutiny Committee - 7 March 2024  
Town Hall, Worthing

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

Interview with Adur Cabinet Member for Regeneration and Planning <b>Reason for Scrutiny</b> - To consider and question the Cabinet Member on issues within the Portfolio.	Adur	Director for Sustainability & Resources	Cabinet Member	Yes. Item moved from the 2 November meeting to try and align the Cabinet Member interviews more closely.  Amber
Interview with Worthing Cabinet Member for Climate Emergency <b>Reason for Scrutiny</b> - To consider and question the Cabinet Member on issues within the Portfolio.	Worthing	Director for Sustainability & Resources	Cabinet Member	No.  Green
Review of progress on the delivery of the Housing Strategy. Also including the Homelessness and Rough sleeping strategy. <b>Reason for Scrutiny</b> - To review the Strategies and make recommendations to the JSC.	Joint	Director for Housing & Communities/ Assistant Director Housing, Homelessness & Prevention	Director for Housing & Communities/ Assistant Director Housing, Homelessness & Prevention	Yes. Item moved from January 2024 because a report is also being submitted to JSC in March 2024.  Amber
Annual update on progress with delivering the Climate Change agenda <b>Reason for Scrutiny</b> - To	Joint	Director for Sustainability & Resources	Director for Sustainability & Resources/Assistant Director Operations & Sustainability	No  Green

review the progress in delivering the climate change agenda				
Annual feedback report from meetings of the West Sussex Health & Adult Social Care Scrutiny Committee (HASC) - Issues affecting Adur & Worthing <b>Reason for Scrutiny</b> - To review the work of the HASC and the impact on Adur and Worthing	Joint	Director for Sustainability & Resources and verbal report from the Council Members on HASC	Council Members on HASC to report.	No Green
JOSC Work Programme setting 24/25	Joint	Director for Sustainability & Resources	No	No Green

## Adur & Worthing Joint Overview and Scrutiny Committee Work Programme - 2024/2025

Joint Overview and Scrutiny Committee - 6 June 2024 (Provisional date TBC)  
Shoreham Centre

<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>
Consideration of the JOSC Working report - Effectiveness of Overview and Scrutiny  <b>Reason for Scrutiny -</b> To review the report and recommendations from the Working Group	Joint	JOSC Working Group	No	No
JOSC Work Programme setting for remainder of 2024/25  <b>Reasons for Scrutiny -</b> To set a Work Programme for JOSC	Joint	Assistant Director Legal & Democratic Services	Assistant Director Legal & Democratic Services	No

covering 2024/25 in light of the outcome of the JOSC Working Group report, debate and recommendations of the Committee arising from the previous item.				
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**Joint Overview and Scrutiny Committee - 4 July 2024 (Provisional date TBC)**  
**Shoreham Centre**

<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 AND STATUS OF ITEM</u>
Annual JOSC report for 2023/24  <b>Reason for Scrutiny</b> - To agree the Annual report for reporting to Council meetings	Adur	Director for Sustainability & Resources	Cabinet Member	No
Interview with Adur Cabinet Member <b>Reason for Scrutiny</b> - To consider and question the Cabinet Member on issues within the Portfolio.	Adur	Director for Sustainability & Resources	Cabinet Member	No

<p>Interview with Worthing Cabinet Member</p> <p><b>Reason for Scrutiny -</b> To consider and question the Cabinet Member on issues within the Portfolio.</p>	Worthing	Director for Sustainability & Resources	Cabinet Member	No
<p>Interview with representatives from Worthing Pub Watch</p> <p><b>Reason for Scrutiny -</b> Scrutiny request for JOSC to have an objective look at the structure, decision making and operation of PubWatch and how this benefits the community. This will provide JOSC with a much better understanding of how PubWatch operates in the Borough, how it operates in the best interest of residents and its organisation governance.</p>	Worthing	Director for Sustainability & Resources	No	No
<p>Forward Plan of Key decisions</p> <p><b>Reason for Scrutiny -</b> To</p>	Joint	Director for Sustainability & Resources	No	No

scrutinise the Forward Plan of Key decisions before the Executive decisions are taken. This will assist with Pre scrutiny				
Review of JOSC Work Programme and consideration of any possible items for future Scrutiny	Joint	Director for Sustainability & Resources	No	No

**Joint Overview and Scrutiny Committee - 5 September 2024 (Provisional date TBC)**  
**Shoreham Centre**

<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 AND STATUS OF ITEM</u>
Update on the delivery of Our Plan and interview with Chief Executive - <b>Reason for Scrutiny</b> - To question the Chief Executive on the progress in delivering the objectives in 'Our Plan'	Joint	Chief Executive	Chief Executive	No

Interview with Worthing Cabinet Member <b>Reason for Scrutiny</b> - To consider and question the Cabinet Member on issues within the Portfolio.	Worthing	Director for Sustainability & Resources	Cabinet Member	No
Interview with Adur Cabinet Member <b>Reason for Scrutiny</b> - To consider and question the Cabinet Member on issues within the Portfolio.	Adur	Director for Sustainability & Resources	Cabinet Member	No
Interview with Worthing Cabinet Member <b>Reason for Scrutiny</b> - To consider and question the Cabinet Member on issues within the Portfolio.	Worthing	Director for Sustainability & Resources	Cabinet Member	No
Interview with Worthing Cabinet Member <b>Reasons for Scrutiny</b> - To consider and question the Cabinet Member on issues within the Portfolio.	Worthing	Director for Sustainability & Resources	Cabinet Member	No



Joint Revenue outturn report 2022/23 <b>Reason for Scrutiny -</b> Budget scrutiny and to identify any issues from the outturn that may require any further scrutiny.	Joint	Director for Sustainability & Resources/Chief Financial Officer	Chief Financial Officer	No
Outline Budget Strategy 2023/24 <b>Reason for Scrutiny -</b> Budget scrutiny and to identify any issues which require further scrutiny	Joint	Director for Sustainability & Resources/Chief Financial Officer	Chief Financial Officer	No
Annual review of the recovery of the Adur & Worthing evening and night time economies (ENTE) <b>Reason for Scrutiny -</b> Annual review of the work to improve the ENTE in Adur and Worthing.	Joint	Director for Place/ Assistant Director for Place and Economy		No
Forward Plan of Key Decisions <b>Reason for Scrutiny -</b> To scrutinise the Forward Plan of Key decisions	Joint	Director for Sustainability & Resources	No	No

before the Executive decisions are taken. This will assist with Pre scrutiny				
Review of JOSC Work Programme and consideration of any possible items for future Scrutiny	Joint	Director for Sustainability & Resources	No	No

**Joint Overview and Scrutiny Committee - 7 November 2024 (Provisional date TBC)**  
**Worthing Town Hall**

<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 AND STATUS OF ITEM</u>
Interview with the Adur Cabinet Member <b>Reasons for Scrutiny -</b> To consider and question the Cabinet Member on issues within the Portfolio.	Adur	Director for Sustainability & Resources	Cabinet Member	No

Interview with Worthing Cabinet Member <b>Reasons for Scrutiny -</b> To consider and question the Cabinet Member on issues within the Portfolio.	Worthing	Director for Sustainability & Resources	Cabinet Member	No
Forward Plan of Key decisions <b>Reason for Scrutiny -</b> To scrutinise the Forward Plan of Key decisions before the Executive decisions are taken. This will assist with Pre scrutiny.	Joint	Director for Sustainability & Resources	No	No
Review of JOSC Work Programme and consideration of any possible items for future Scrutiny	Joint	Director for Sustainability & Resources	No	No

**Joint Overview and Scrutiny Committee - 3 December 2024 (Provisional date TBC)**  
**Worthing Town Hall**

<u>AGENDA ITEM</u>	<u>AUTHORITY</u>	<u>REPORT AUTHOR</u>	<u>EXECUTIVE MEMBERS/OFFICERS TO</u>	<u>CHANGE TO ORIGINAL WORK PROGRAMME?YES/NO/REASON</u>
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			<u>ATTEND</u>	<u>AND STATUS OF ITEM</u>
Interview with Worthing Cabinet Member <b>Reasons for Scrutiny</b> - To consider and question the Cabinet Member on issues within the Portfolio.	Worthing	Director for Sustainability & Resources covering report	Cabinet Member	No
Crime and Disorder update - Interview with the Chairman of the Adur & Worthing Safer Communities Partnership (SCP) <b>Reason for Scrutiny</b> - To undertake the formal crime and disorder scrutiny role and scrutinise the work of the SCP.	Joint	Director for Sustainability & Resources	Chairman of the Adur & Worthing Safer Communities Partnership and Cabinet Members.	No.
Forward Plan of Key decisions <b>Reason for Scrutiny</b> - To scrutinise the Forward Plan of Key decisions before the Executive decisions are taken. This will assist with Pre scrutiny.	Joint	Director for Sustainability & Resources	No	No
Review of JOSC Work Programme including note of changes made since	Joint	Director for Sustainability & Resources	No	No

Work Programme agreed by Councils in April 2023				
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**Joint Overview and Scrutiny Committee - 28 January 2025 (Provisional date TBC)**  
**Worthing Town Hall**

<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 AND STATUS OF ITEM</u>
Budget update and scrutiny - Joint Budget and Worthing only <b>Reason for Scrutiny</b> - To undertake scrutiny of the Budget and consider if any comments should be forwarded to the JSC.	Worthing/Joint	Director for Sustainability & Resources/Chief Financial Officer	No	No
Interview with Worthing Cabinet Member <b>Reason for Scrutiny</b> - To consider and question the Cabinet Member on issues within the Portfolio.	Worthing	Director for Sustainability & Resources	Cabinet Member	No
Interview with Adur Cabinet Member <b>Reason for Scrutiny</b> - To	Adur	Director for Sustainability & Resources	Cabinet Member	No

consider and question the Cabinet Member on issues within the Portfolio.				
Interview with the Adur Cabinet Member <b>Reasons for Scrutiny -</b> To consider and question the Cabinet Member on issues within the Portfolio.	Adur	Director for Sustainability & Resources	Cabinet Member	No
Interview with Worthing Cabinet Member <b>Reasons for Scrutiny -</b> To consider and question the Cabinet Member on issues within the Portfolio.	Worthing	Director for Sustainability & Resources	Cabinet Member	No
Forward Plan of Key decisions <b>Reason for Scrutiny -</b> To scrutinise the Forward Plan of Key decisions before the Executive decisions are taken. This will assist with Pre scrutiny.	Joint	Director for Sustainability & Resources	No	No
Review of JOSC Work Programme	Joint	Director for Sustainability & Resources	No	No

**Joint Overview and Scrutiny Committee - 6 March 2025 (Provisional date TBC)**  
**Worthing Town Hall**

<u>AGENDA ITEM</u>		<u>REPORT AUTHOR</u>	<u>EXECUTIVE MEMBERS/OFFICERS TO ATTEND</u>	<u>CHANGE TO ORIGINAL WORK PROGRAMME?YES/NO/REASON AND STATUS OF ITEM</u>
Interview with Worthing Cabinet Member <b>Reason for Scrutiny</b> - To consider and question the Cabinet Member on issues within the Portfolio.	Worthing	Director for Sustainability & Resources	Cabinet Member	No
Interview with Adur Cabinet Member <b>Reason for Scrutiny</b> - To consider and question the Cabinet Member on issues within the Portfolio.	Adur	Director for Sustainability & Resources	Cabinet Member	No
Interview with Worthing Cabinet Member <b>Reason for Scrutiny</b> - To consider and question the Cabinet Member on issues within the Portfolio.	Worthing	Director for Sustainability & Resources	Cabinet Member	No.
Worthing Theatres contract monitoring <b>Reason for Scrutiny</b> - To	Worthing	Director for Place	Director for Place	No  Green

review the performance of Worthing Theatres.				
Annual review report on the work of the Worthing BID <b>Reason for Scrutiny</b> - To review the work of the Worthing BID	Worthing	Director for Place/Assistant Director Place & Economy	Director for Place/Assistant Director Place & Economy	No
Annual feedback report from meetings of the West Sussex Health & Adult Social Care Scrutiny Committee (HASC) - Issues affecting Adur & Worthing <b>Reason for Scrutiny</b> - To review the work of the HASC and the impact on Adur and Worthing	Joint	Director for Sustainability & Resources and verbal report from the Council Members on HASC	Council Members on HASC to report.	No
Forward Plan of Key decisions <b>Reason for Scrutiny</b> - To scrutinise the Forward Plan of Key decisions before the Executive decisions are taken. This will assist with Pre scrutiny.	Joint	Director for Sustainability & Resources	No	No
JOSC Work Programme	Joint	Director for	No	No



setting 25/26		Sustainability & Resources		Green
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**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 Chairs/Vice-Chairs, JOSC and relevant Officers.

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ADUR & WORTHING  
COUNCILS

Joint Overview and Scrutiny Committee  
7 March 2024

Key Decision [No]

Ward(s) Affected:N/A

## **Interview with Adur Cabinet Member for Regeneration and Strategic Planning**

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

#### **Executive Summary**

##### **1. Purpose of Scrutiny**

- 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 2023/24, 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 2023/24.
- 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.
- 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.
- 3.4 The Cabinet Member was previously interviewed by JOSC at its meeting on 16 March 2023 - The minute extract (JOSC/98/22/23) which includes the detail of the previous discussion and previous questions from that interview is set out here [JOSC Minutes 16/3/23](#) Individual decisions made by the Cabinet Members can be found from the following link: [Individual Cabinet Member decisions](#)

### **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 Chairs, Vice-Chairs, 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.

Finance Officer: Emma Thomas

Date: 26/02/2024

## **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:**

Strategic Priorities for Adur District Council: 2022/23 Progress update report and New Priorities for 2023/24 - [Adur JSC Sub-Committee 27 September 2023](#)

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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[mark.lowe@adur-worthing.gov.uk](mailto:mark.lowe@adur-worthing.gov.uk)

## **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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ADUR & WORTHING  
COUNCILS

Joint Overview and Scrutiny Committee  
7 March 2024

Key Decision [No]

Ward(s) Affected:N/A

## **Interview with the Worthing Cabinet Member for Regeneration**

### **Report by the Director for 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 her 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 her 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 her consideration.

### **3. Context and Purpose of Scrutiny**

- 3.1 As part of its Work Programme for 2023/24, 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 2023/24.
- 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 Caroline Baxter. Part of the scrutiny role is to fact find/investigate in the form of questions to the Cabinet Member on issues within her portfolio and other issues involving the Cabinet Member that relates to her 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.
- 3.4 The former Cabinet Member for Regeneration was previously interviewed by JOSC at its meeting on 16 March 2023 - The minute extract (JOSC/102/22/23) which includes the detail of the previous discussion and previous questions from that interview is set out here [JOSC Minutes 16/3/23](#) Individual decisions made by the Cabinet Members can be found from the following link: [Individual Cabinet Member decisions](#)

### **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 her 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 Chairs and Vice-Chairs 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.

Finance Officer: Emma Thomas

Date: 26/02/2024

## **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**

Strategic Priorities for Worthing Borough Council: 2022/23 Progress Update Report and New Priorities for 2023/24 - [Worthing JSC Sub-Committee 13 June 2023](#)

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

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

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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 her 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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