



WORTHING BOROUGH
C O U N C I L

26 March 2024

**Worthing Council Meeting
26 March 2024**

Gordon Room, Worthing Town Hall

6.30 pm

Agenda

18 March 2024

ALL MEMBERS OF THE COUNCIL are hereby summoned to attend for the following business:

Part A

1. Apologies for Absence

2. Declarations of Interest

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

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

3. Confirmation of Minutes

To approve the minutes of the Council Meeting held on Tuesday 20th February 2024, copies of which have been previously circulated.

4. Public Questions and Deputations

a) Questions from the Public

To receive any questions from members of the public addressed to Members of the Cabinet in accordance with Council Procedure Rule 11. There is up to 5 minutes for each question, one supplementary question may be asked arising from the original question.

Questions must relate to any matter the Council has power or which affects the Borough, except no questions may be asked in relation to

- a) A specific planning or licensing application
- b) A specific staffing appointment or appeal, or Standards

Paul Brewer
Director for Sustainability & Resources:
Adur & Worthing Councils,
Town Hall, Chapel Road,
Worthing, West Sussex, BN11 1HA

determination

Public question time will last up to 30 minutes; questions will be taken in the order of receipt.

The deadline for submission of questions is **21st March 2024 at 12 noon**. Questions should be submitted to democratic.services@adur-worthing.gov.uk

- b) Deputation to the Council Regarding Fee Increases for Beach Hut Owners
To receive a deputation from Beach Hut Owners Against Unfair Charges

5. Announcements by the Mayor, Leader of the Council, Cabinet Members or the Head of Paid Service

6. Items raised under Urgency Provisions

To consider any items the Mayor has agreed are urgent.

7. Recommendations from the Cabinet and Committees to Council (Pages 7 - 12)

To consider recommendations to the Council, details of which are set out in the attached items as 7A, 7B, 7C, 7D and 7E.

Reports are available on the website as listed below:

	Cabinet / Committee	Date	Item
A	Joint Overview and Scrutiny Committee	7 March 2024	JOOSC Work Programme update and Work Programme setting for 2024/25 - Work Programme
B	Worthing Joint Strategic Sub-Committee	14 March 2024	Successful Public Sector Decarbonisation Scheme Phase 3c Bid
C	Joint Audit & Governance Committee	21 March 2024	Creating a positive complaints culture: a new code for complaints handling
D	Joint Audit & Governance Committee	21 March 2024	Amendments to the Constitution
E	Worthing Licensing & Control Committee	25 March 2024	Approval of Licensing Fees 2024/25

8. Report of the Leader on Decisions taken by the Executive (Pages 13 - 22)

To receive a report from the Leader as item 8. The report contains decisions taken by the Cabinet Members since the December Full Council meeting and decisions taken by the Joint Strategic Committee and the Worthing Joint Strategic Sub-Committee since the February Full Council meeting.

There will be up to 15 minutes for Cabinet Members to make any statements on the report. There will also be up to 15 minutes for Cabinet Members to respond to questions on the report. These questions will not be the same as any to be asked under Item 10.

9. Schedule of Meetings 2024/25 (Pages 23 - 28)

To receive from the Director for Sustainability & Resources, the schedule of meetings for the Council and other meetings in the next Municipal Year.

A copy of the schedule and covering report is attached as item 9.

10. Members Questions under Council Procedure Rule 12

Members' question time will last up to 30 minutes, with questions being taken in the order of receipt and in rotation from each political group on the Council. The deadline for submission of questions is **21st March 2024 at 12 noon**. Questions to be submitted to democratic.services@adur-worthing.gov.uk

Questions can be asked of the following:

- a. The Mayor
- b. A Member of the Cabinet
- c. The Chairman of any Committee
- d. The Council's representative on any outside body

Questions cannot be asked in relation to the following:

- a. A specific planning or licensing application
- b. A specific staffing appointment, appeal or Standards determination

Part B - Not for Publication - Exempt information Reports

None.



Paul Brewer
Director for Sustainability & Resources

Recording of this meeting

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

For Democratic Services enquiries relating to this meeting please contact:

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WORTHING BOROUGH
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26 March 2024

Extract from the minutes of the Joint Overview & Scrutiny Committee - 7 March 2024

JOSC/084/23-24 JOSC Work Programme update and Work Programme setting for 2024/25

The Committee had a report before it attached as item 12, which had been circulated to all Members.

Resolved:

The Joint Overview and Scrutiny Committee

- Noted the progress made in delivering the JOSC Work Programme for 2023/24
- Considered and confirmed 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
- **Approved the referral of the confirmed draft JOSC Work Programme for 2024/25 for reporting to the Full Council meetings in March 2024 for approval**
- Agreed a set of pre-June workshops would be best held over two sessions in the evenings, one in Adur and one in Worthing, 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.

(Link to the report on the website - Joint Overview & Scrutiny Committee on [7 March 2024](#) and [Work Programme](#))



WORTHING BOROUGH
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**Extract from the minutes of the Worthing Joint Strategic Sub-Committee - 14
March 2024**

**JSS-C(W)/0xx/23-24 Successful Public Sector Decarbonisation Scheme
Phase 3c Bid**

*Details to follow the publication of minutes from the meeting of the Worthing Joint
Strategic Sub- Committee on the 14 March 2024.*

(Link to the report on the website - Worthing Joint Strategic Sub-Committee on [14 March
2024](#))



WORTHING BOROUGH
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**Extract from the minutes of the Joint Audit & Governance Committee - 21
March 2024**

**JAGC/0xx/23-24 Creating a positive complaints culture: a new code for
complaints**

*Details to follow the publication of minutes from the meeting of the Joint Audit &
Governance Committee on the 21 March 2024.*

Resolved

(Link to the report on the website - [Joint Audit & Governance Committee on 21 March 2024](#))



WORTHING BOROUGH
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**Extract from the minutes of the Joint Audit & Governance Committee - 21
March 2024**

JAGC/0xx/23-24 Amendments to the Constitution

Details to follow the publication of minutes from the meeting of the Joint Audit & Governance Committee on the 21 March 2024.

Resolved

(Link to the report on the website - [Joint Audit & Governance Committee on 21 March 2024](#))



WORTHING BOROUGH
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Extract from the minutes of the Licensing and Control Committee - 25 March 2024

LCC/0xx/23-24 Approval of Licensing Fees 2024/25

Details to follow the publication of minutes from the meeting of the Worthing Licensing and Control Committee on the 25 March 2024.

Resolved

(Link to the report on the website - Worthing Licensing and Control Committee on 25 March 2024)

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Report of the Leader on Decisions taken by Cabinet Members, the Joint Strategic Committee and the Worthing Joint Strategic Sub-Committee since the last meeting of Council

A Decisions Taken by Individual Cabinet Members

Listed below is a summary of decisions taken by the individual Cabinet Members since the dispatch of the agenda for the last Ordinary Council Meeting. Details can be found on the Cabinet Members Decisions webpage.

Leader

None

Deputy Leader

JAW/020/23-24 Community Transport Grants

Cabinet Member for Regeneration

JAW/021/23-24 Joint Statement of Community Involvement

JAW/022/23-24 Civic Quarter MSCP

Cabinet Member for Resources

JAW/017/23-24 IDOX Procurement

JAW/018/23-24 Compulsory Redundancy and Redundancy Payment from the Adur & Worthing Wellbeing Team

Cabinet Member for Housing & Citizen Services

None

Cabinet Member for the Environment

None

Cabinet Member for Community Wellbeing

* JAW/016/23-24 *Revocation of Adur Air Quality Management Areas*

Cabinet Member for Culture & Leisure

None

Cabinet Member for Climate Emergency

None

** The Worthing Cabinet Member abstained as this was a matter relating to Adur District Council*

B. Decisions taken by the Worthing Joint Strategic Sub-Committee on 6 February 2024

Details can be found by clicking on this [link](#).

The matters not appearing elsewhere on the agenda:-

JSS-C(W)/48/23-24 Lessons Learnt from the Big Listen and CIL Neighbourhood Fund - Developing Council for the Community for 2024

The report before members gave an update on the activities and outcomes of Big Listen and the Community Infrastructure Levy (CIL) as part of the Council for the Community programme. It set out the key areas of learning from the two programmes and recommended principles for future participation work in Worthing. The report also proposed a participation programme for Worthing based on current levels of resourcing.

Members were told about the Big listen campaign and the large amount of feedback received. This information was about getting a real feel for what people wanted for the town and how the Council could respond to that as a partnership with our communities. As a result a young person's strategy had been developed and a number of projects were being embarked upon since.

The Deputy Leader introduced the report, Members were told that people in Worthing wanted more engagement and wanted to be more involved in decision making and the Stewardship of the town. There had been actions since the big listen to devolve some of the decision making including the awarding of CIL money. The following year the Council would need to scale up its participation infrastructure and give opportunities for people to become involved. Members were told that the Council worked better when in partnership with community groups and residents.

The Committee welcomed the report and lauded the work that had gone and were enthusiastic for the work moving forward.

Decision

1. The development of a participation programme for 2024/25 that closes the gap between participation, decision-making, delivery and

- communication and which includes a range of participation methods and formats, as detailed in paragraph 3.13.1. be approved
2. that participation resource be prioritised in developing the infrastructure we need internally to grow our participation capabilities as detailed in 3.13.2.
 3. That a Council for the Community offer for how we support participation across Worthing as detailed in paragraph 3.13.3. Be developed

The committee noted a wider need to

4. Develop a participation multi-disciplinary team bringing together staff to better support participation, develop participatory decision making and help communities make a difference in their streets and spaces across Adur & Worthing Councils.
5. Digital tools for people have their say and match people up to increase social action.
6. Applied learning and development programme to enable residents, staff and partners to develop and share skills in place-based working and participation and apply them to practical challenges. This will improve the quality of how we do participation – including through improved hosting and facilitation skills and make better use of partner skills.

JSS-C(W)/49/23-24 JOSC Working Group - Review of the Worthing Cultural Services procurement and contract process which was undertaken when the service was externalised in 2019

The Worthing Joint Strategic Sub-Committee (WJSSC) had been asked to receive and consider the findings and recommendations of the Joint Overview and Scrutiny Committee (JOSC) and JOSC Working Group which reviewed the Worthing Cultural Services procurement process that was undertaken in 2019.

The Working Group had considered the evidence and other information presented to it and considered that the externalisation process, including the procurement aspects, were robust and in accordance with the legal requirements of such processes. These findings were approved by JOSC at its meeting on 30 November 2023 and the report and findings are also now referred to this Sub-Committee for its consideration.

Members discussed the report and its findings and noted concerns about continuity of membership on JOSC working groups

Decision

- 1) That the Joint Overview and Scrutiny Committee be thanked for the thorough review

- 2) That the report and finding of the JOSC working group be noted and that no further response on the matter be issued.

JSS-C(W)/50/23-24 Motion for the Ocean and the Sussex Bay Programme

On 12th December 2023, Worthing Full Council considered a Motion on Notice received from Cllr Claire Hunt regarding “sustainable marine recovery”. The Motion called on Worthing Council to declare an urgent need for marine recovery and sustainability to realise “clean, healthy and productive seas, to meet our net zero targets and for all of the direct economic, health and wellbeing benefits it will bring”. The Motion, seconded by Cllr Sophie Cox, cabinet lead for Climate, was debated and then referred to Worthing Joint Strategic Sub Committee for consideration and determination.

The report before members set out the key features of the declaration and considers how the Sussex Bay programme initiated by Worthing Borough Council in partnership with Adur District Council demonstrated the Council’s existing clear strategic commitment to ocean recovery and how the declaration would reinforce and extend that commitment further.

Decision

- 1) That the Council become a signatory to the Motion for the Ocean Declaration, joining 21 other local authorities, and registering this on the LGA Coastal SIG website
- 2) That the WJSSC write to the Government, as called for in the Motion
- 3) That the progress being made by the [Sussex Bay](#) programme and its ability to deliver the commitments being made through the Declaration be noted. Updates to be included in the regular Worthing Priorities updates to Committee.

JSS-C(W)/51/23-24 Worthing Integrated Care Centre Project

The purpose of the report was to advise members of the Sub-Committee of a dispute that had arisen in relation to the development of the Worthing Integrated Care Centre (WICC) and Multi-Storey Car Park (MSCP); to propose a suitable financial resolution; and to advise on associated fees and interest payments related to the project. The report set out a clear picture of the final amounts required to complete the wider project to an agreed deadline

The Leader and Cabinet Member for Regeneration introduced the report and gave background to the decision before Members. The meeting was told that the process had taught the Cabinet about working in partnership with other bodies for the future.

A question was asked about rental income from the WICC and the Cabinet Member undertook to provide a written response to the question.

Decision

- 1) That a budget virement of £1.85m from the Strategic Property Investment to settle the dispute be approved;
- 2) That further budget virements from the Strategic Property Investment Fund be approved to ensure practical completion of the WICC and MCSP by May 23rd 2024 of:
 - a) £250k for legal/professional fees;
 - b) £721k in additional interest costs on borrowing
- 3) That the Director for Place be authorised to finalise the terms of the settlement agreement and to enter into that agreement in consultation with the Leader and Cabinet Member for Regeneration.

JSS-C(W)/52/23-24 Virement of funds from the Strategic Property Budget to enable the purchase of 52 Gratwicke Road, Worthing

Before the Committee was an exempt report by the Director for Place.

Decision

- 1) The options available to the council for the development of the 23 Shelley Road only, or 23 Shelley Road and 52 Gratwicke Road as a single site be noted.
- 2) a budget virement of £654,000 from the Housing Development budget for the purchase of 52 Gratwicke Road, based on the terms and business case presented in the paper be approved.
- 3) That the Director for Place be authorised to finalise the terms of the settlement agreement and to enter into that agreement in consultation with the Leader and Cabinet Member for Regeneration.
- 4) a virement from the Housing Development budget for an additional £138,000 to take the preferred option to a planning application be approved, reflecting the increased size of the development and application.

C. Decisions taken by the Joint Strategic Committee on 8 February 2024

Details can be found by clicking on this [link](#).

The matters not appearing elsewhere on the agenda:-

JSC/37/23-24 2024/25 Final revenue budget estimates

This report before members was the final budget report of the year, the culmination of the annual budgeting exercise, and asks members to note the full update on the impact of the annual grant settlement as detailed in section 5, The final revenue estimates for 2024/25; and an updated outline 5-year forecast.

The budgets reflected the decisions taken by members to date in relation to agreed savings proposals and any committed growth. The budgets were still to be adjusted for the proposals to balance the budget detailed in Appendix 2 of the report which were considered by the Cabinets in the previous week. The draft estimates for 2024/25 had been prepared, as always, in accordance with the requirements of the Service Reporting Code of Practice for Local Authorities (except in relation to pension cost adjustments that do not impact either on the Budget Requirement or the Council Tax Requirement).

In light of the challenging context in which the councils found themselves, the report also outlined risks and key assumptions underpinning the budget proposals as well as risk mitigation actions which were planned.

Decision

- 1) That the proposals for savings and the invest in services outlined in Appendix 2 which were considered at meetings of both Adur and Worthing Cabinets in early February be noted;
- 2) That the proposed 2024/25 budget detailed in Appendix 3 be noted. The respective council shares had been approved by the Adur and Worthing Cabinets. It was noted that the budget would be adjusted for any changes to the Investment in Services proposals agreed by each Cabinet at the February meetings
- 3) That the proposed use of capital receipts to support the delivery of the budget as set out at section 9.2 and Appendix 5 be noted. These were considered at the Adur and Worthing Cabinet meetings in early February .

JSC/39/23-24 Adoption of Adur & Worthing Councils Carbon Management Plan

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. The Carbon Neutral Plan was adopted in December 2019, setting out pathways for the councils to achieve the target. In the intervening years significant progress had been made reducing carbon emissions and further developing the

recommendations set out in the Carbon Neutral Plan to develop the pipeline of projects that would ensure the councils met their commitment on carbon emissions.

Decision

- 1) That the progress made on projects and recommendations since the publication of the Carbon Neutral Plan be noted
- 2) That Carbon Management Plan be approved and adopted it be published on the councils' website

JSC/40/23-24 Simpler Recycling and Food Waste Collection

The National Waste Strategy adopted in 2018 set ambitious targets for recycling and waste minimisation. The Environment Act formed one of the vehicles for the delivery of the strategy, and after numerous consultations and delays, the Government published its proposals in relation to 'simpler recycling' in October 2023. The simpler recycling scheme had significant operational and financial implications for our residential waste and recycling services as well as for commercial services.

The report identified key risks including: Simpler recycling placed additional burdens on the Councils, the most significant one being the requirement to provide food waste collections from all residential properties by 1 March 2026. The Government had made a commitment to new burdens funding, and ongoing funding through extended producer responsibility (a levy raised on the manufacturing industry). On 9 January the Government announced the capital funding awarded to councils the councils were awaiting information on revenue funding. Given the financial position of the Councils, introduction of the new services, and compliance with the new statutory requirements could only take place if they were fully funded in terms of both revenue and capital.

The Committee expressed that it was broadly supportive of the recommendations of the National Waste strategy however considerable concern and disappointment was expressed in recognition of the significant financial and operational risks associated with the proposed insufficient government funding of the scheme. Members agreed unanimously that the Leaders should be delegated to write to the Secretary of State expressing those concerns

Decision

- 1) That the requirements set out under the simpler recycling scheme be noted
- 2) That the significant additional obligations both financially and operationally and the risks to the Councils associated with non-compliance be noted.

- 3) That, informed by the new statutory requirements and the aspirations set out in Our Plan and the priorities of the individual Councils, the development of a Waste and Resources strategy for Adur and Worthing be approved.
- 4) That the Leaders write a letter to the Secretary of State expressing concerns over funding of the scheme

JSC/41/23-24 Summary of Risks & Opportunities

The report before Members provided updates on the management of the Councils' Corporate Risks and Opportunities.

The Councils recognised that there were risks and opportunities involved in everything that they did and there was a duty to manage those risks and opportunities in a balanced, structured and cost-effective way.

Decision

- 1) That the progress in managing the Corporate Risks and Opportunities be noted;
- 2) That the Committee agree to receive a further annual progress report in Autumn/Winter 2024/25.

D. Decisions taken by the Joint Strategic Committee on 12 March 2024

Details can be found by clicking on this [link](#).

The matters not appearing elsewhere on the agenda:-

JSC/47/23-24 Housing Strategy, Policy and Data progress

The report before Members provided an update for both councils on the progress made against the Housing Strategy 2020-2024. Provided a summary of the Homelessness & Rough Sleeping assessment, and requested an extension to the housing and homelessness strategies (Housing Strategy 2020-2023, Temporary Accommodation placement & Procurement Policy, Community Homelessness Prevention Strategy 2017-2022) The report further asked Members to approve updates to the respective Choice Based Lettings Policies detailed in section 4.

Members supported the approach taken by officers and noted the unprecedented pressure on Housing.

Decision

- 1) That the following strategies and policies be extended until the end of 2024
 - a) Housing Strategy 2020-2023
 - b) Temporary Accommodation Placement and Procurement Policy
 - c) Community Homelessness Strategy
- 2) That the progress and plans underway to tackle homelessness and rough sleeping contained within the report be noted.
- 3) That changes to the respective Councils Choice Based Lettings Policies be approved.
- 4) That Minor changes to be delegated to the Director of Housing and Communities in consultation with the respective Cabinet Members (Cabinet Member for Adur Homes and Customer Services and Cabinet Member for Housing and Citizen Services for Worthing) and wider approval for more significant changes detailed in section 4

JSC/48/23-24 Organisational Design Programme

This report updated the Joint Strategic Committee (JSC) on the reporting and governance for the Organisational Design programme. Members were told that subsequent updates will be brought to the JSC at regular intervals.

Members supported the approach being taken by officers and recognised the need for rapid change. Members explored measures to improve staff resilience and the range of support that would be available to staff during the process.

Decision

- 1) That the scope of the programme, the development of the operating models and roadmaps for the initial first group of areas of focus and delegate decisions on the delivery of the programme to the Chief Executive be noted and agreed.
- 2) That the reporting format for the tracking of the delivery of the programme be agreed.

JSC/49/23-24 3rd Quarter Revenue Monitoring Report 2023/24

The report updated the Joint Strategic Committee with the latest expenditure and income projections for both Adur District Council and Worthing Borough Council for the financial year 2023/24, compared to the Revenue Budget approved by both councils in February. Whilst the 'spend to date' would be the position as at the 30th December 2023, the forecast outturn position will reflect the latest information available to ensure an up-to-date forecast is presented.

The outturn projection for the 2023/24 financial year for the Worthing Borough Council General Fund was a net overspend after reserve transfers of £1.657m and for the Adur District Council General Fund a net underspend after reserve transfers of £299k. A breakdown was set out in section 5.1 of the report.

The position had been achieved as a result of a very significant in-year spend controls and savings process, However the savings achieved had been largely counteracted by significant emerging pressures.

Decision

- 1) That the report and projected outturn position for Worthing Borough Council against the approved revenue budgets and proposed use of reserves be noted (Appendix 2b).
- 2) That the report and projected outturn position for Adur District Council against the approved revenue budgets and proposed use of reserves be noted (Appendix 3b).

E. Decisions taken by the Worthing Joint Strategic Sub-Committee on 14 March 2024

Details can be found by clicking on this [link](#).

The matters not appearing elsewhere on the agenda:-

Details to follow the publication of the minutes from the meeting of the Worthing Joint Strategic Sub-Committee meeting held on 14 March 2024.

F. Urgent Decisions taken by the Cabinet

Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 (as amended).

None.

Local Government Act 1972

Background papers

None.

**Councillor Dr Beccy Cooper
Leader of the Council**



WORTHING BOROUGH
COUNCIL

Council
26 March 2024

Schedule of Meetings 2024/25

Report by the Director for Sustainability & Resources

Officer Contact Details

Neil Terry

Democratic Services Manager & Deputy Monitoring Officer

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Executive Summary

1. Purpose

- 1.1. Before the beginning of each Municipal Year, the Council must approve a schedule of meetings for the following year in order to help plan the Council's business.
- 1.2. The attached schedule at Appendix 1, lists the ordinary meetings of the Council that are proposed to be held over the Municipal Year 2024/25.

2. Recommendations

- 2.1. The Council is recommended to approve the proposed schedule of meetings for the 2024/25 Municipal Year, as set out in Appendix 1 of the report.

3. Context

- 3.1. In order to enable the efficient administration of the Council's business and the delivery of Council services, there needs to be planned activities that cover the period of the 2024/25 Municipal Year.
- 3.2. The schedule of meetings advises both Members and Officers on when to carry out Council activities and to that end, enhances the decision making process.

4. Issues for consideration

- 4.1. That Council approves the schedule of meetings for the 2024/25 Municipal Year (May 2024 to May 2025).
- 4.2. That Members suggest any appropriate amendments to the proposed schedule of meetings for this period. However, it should be noted that any amendment to one meeting date is likely to have an impact on a number of others given the interrelationship between meetings and the limited number of dates available throughout the year.
- 4.3. The schedule has been designed, as far as possible, to ensure that it provides for meetings when decisions are required so that all matters are dealt with on a timely basis.

5. Engagement and Communication

- 5.1. The Council's Corporate Leadership Team has endorsed the Schedule of Meetings.

6. Financial Implications

- 6.1. There are no financial implications arising directly from this report. The cost of delivering the meetings is met from within existing budgetary provision.

7. Legal Implications

- 7.1. The functions that are the subject of this report are for the Full Council to decide.

- 7.2. Paragraph 2.2(o) of the Council Procedures Rules confirms that the Schedule of Meetings will be approved at the Annual Council Meetings unless agreed earlier. This report asks Members to approve the Schedule at the March meeting, pursuant to this paragraph.

Background Papers

- Worthing Council - March 2023

Sustainability & Risk Assessment

1. Economic

Matter considered and no issues identified.

2. Social

2.1 Social Value

A planned schedule of meetings enables local residents to know, in advance, when the Council is due to undertake activities and to that end, enhances the decision making process.

2.2 Equality Issues

There are no equality issues arising directly from this report but the Council needs to retain a strong focus and understanding on issues of diversity amongst the local community and ensure that service delivery matches these accordingly.

2.3 Community Safety Issues (Section 17)

Matter considered and no issues identified.

2.4 Human Rights Issues

Matter considered and no issues identified.

3. Environmental

Matter considered and no issues identified.

4. Governance

Part 4 of the Council's Constitution, Council Procedure Rule 2.2(o), requires the Annual Council to approve a programme of Ordinary Meetings of the Council for the year, if not already agreed.

Adur District Council & Worthing Borough Council - Calendar of Meetings for 2024/25 (DRAFT)

	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F
May 2024			1	2 E	3 C	6 B/H	7	8	9	10	13	14	15	16	17	20	21 C(A)	22	23 C(A)	24	27 B/H	28 JAGC	29	30	31
June	3 PC	4	5	6 JOSC	7	10 LC	11 WJSSC	12	13 AJSSC	14	17	18	19 PC	20	21	24 LCC	25	26	27 JSfc*	28					
July	1 PC	2 LGA	3 LGA	4 LGA JOSC	5	8	9 JSC*	10	11 JAGC	12	15	16	17 PC	18 C	19	22	23 C	24	25	26	29	30	31		
Aug				1	2	5 PC	6	7	8	9	12	13	14	15	16	19	20	21 PC	22	23	26 B/H	27	28	29	30
Sept	2 PC	3	4	5 JOSC	6	9 LC	10 WJSSC	11	12 AJSSC	13	16	17 PC	18	19	20	23 LCC	24	25	26 JAGC	27	30 PC				
Oct		1 JSC*	2	3	4	7	8 JSfc*	9	10	11	14	15	16 PC	17	18	21	22 C	23	24 C	25	28	29	30	31	
Nov					1	4 PC	5	6	7 JOSC*	8	11 LC	12 AJSSC	13 PC	14 WJSSC	15	18	19 JAGC*	20	21	22	25 LCC	26	27	28	29
Dec	2 PC	3 JOSC*	4	5 JSfc	6	9	10 WJSSC	11 PC	12 AJSSC JSC	13	16	17 C	18	19 C	20	23	24	25 B/H	26 B/H	27	30	31			
Jan 2025			1 B/H	2	3	6	7	8	9	10	13 LC	14	15 PC	16 JAGC*	17	20	21	22 PC	23	24	27 LCC	28 JOSC*	29	30 ACAB AJSSC	31
Feb	3 PC	4 WCAB WJSSC	5	6 JSC	7	10	11	12	13	14 WS (TS)	17	18	19 PC	20 C (TS)	21	24 LC	25 C (TS)	26	27 JOSC*	28					
March	3 PC	4 WJSSC	5	6 AJSSC JSC	7	10 LCC	11 JAGC*	12	13 JSfc	14	17	18 C	19	20 C	21	24	25	26 PC	27	28	31				
April		1	2	3	4	7 PC	8	9	10	11	14	15	16 PC	17	18 B/H	21 B/H	22	23	24	25	28	29	30		
May				1 E	2 C	5 B/H	6	7	8	9	12	13	14	15	16	19	20 C(A)	21	22 C(A)	23	26 B/H	27	28	29	30

Adur District Council Meetings (7.00pm)		Worthing Borough Council Meetings (6.30pm)		Joint Meetings (6.30pm)	
C	Council (A = Annual, TS = Tax Setting)	C	Council (A = Annual, TS = Tax Setting) <i>C(TS) to start at 10.30am</i>	Adur District and Worthing Borough Councils:	
Cab	Cabinet	Cab	Cabinet	JOSC	Joint Overview and Scrutiny Committee
AJSSC	Adur JSC Sub-Committee	WJSSC	Worthing JSC Sub-Committee	JSC	Joint Strategic Committee
PC	Planning Committee (6.30pm)	PC	Planning Committee	JAGC	Joint Governance Committee
LC	Licensing Committee	LCC	Licensing Control Committee	JSfC	Joint Staff Committee
				JSSC	Joint Senior Staff Committee
PCCP	Police Crime & Commissioner Panel (tbc)	E & C	Elections - Polling Day / Count		
WS	West Sussex Tax Setting Meeting	B/H	Bank Holiday		LGA Annual Conference, Harrogate
A CLF	Adur County Local Forum (7.00pm)				School Holidays
W CLF	Worthing County Local Forum (7.00pm)				

* = Joint Meetings Held at Worthing Borough Council