



ADUR & WORTHING
COUNCILS

11 September 2019

Joint Overview & Scrutiny Committee

Date:	19 September 2019
Time:	6.30 pm
Venue:	QEII Room, Shoreham Centre, Shoreham-by-Sea

Committee Membership:

Adur District Council: Councillors; Stephen Chipp (Adur Chairman), Joss Loader (Adur Vice-Chairman), Carol Albury, Catherine Arnold, Kevin Boram, Paul Mansfield, Andy McGregor and Lavinia O'Connor

Worthing Borough Council: Councillors; roy barraclough (Worthing Chairman), Keith Bickers (Worthing Vice-Chairman), Paul Baker, Margaret Howard, Charles James, Jane Sim, Bob Smytherman and Carl Walker

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 of held on 03 September 2019, copies of which have been previously circulated.

4. Public Question Time

So as to provide the best opportunity for the Committee to provide the public with the fullest answer, questions from the public should be submitted by 12.00pm Tuesday 17 September 2019

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. Items Raised Under Urgency Provisions

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

6. Consideration of any matter referred to the Committee in relation to a call-in of a decision (Pages 1 - 6)

To consider a report by the Monitoring Officer, copy attached as item 6

7. West Sussex County Council Air Quality Plan (Pages 7 - 12)

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

8. Delivering our Housing Strategy - Review of Progress 2019/20 (Pages 13 - 30)

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

9. Joint Overview and Scrutiny Work Programme 2019/20 (Pages 31 - 44)

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

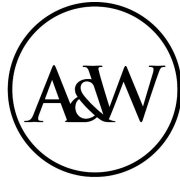
Recording of this meeting

The Council will be voice recording 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:
Chris Cadman-Dando Democratic Services Officer 01903 221364 chris.cadman-dando@adur-worthing.gov.uk	Joanne Lee Solicitor 01903 221134 Joanne.lee@adur-worthing.gov.uk

Duration of the Meeting: Four 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
19th September 2019
Agenda Item 5

Key Decision: No

Ward(s) Affected: All

Request for Call-in of an Executive Decision

Report by the Monitoring Officer

Executive Summary

1. Purpose

- 1.1 The Council's Joint Overview and Scrutiny Procedure Rules provide that where the Monitoring Officer, or in her absence, the Deputy, receives a request to call-in a decision of the Executives, and rejects that request, they must report to the Joint Overview and Scrutiny Committee with details of the request and reasons for the rejection.

2. Recommendations

- 2.1 The Joint Overview and Scrutiny Committee is recommended to note the contents of this report.

3. Context

- 3.1 Part 1A Local Government Act 2000 sets out the arrangements in respect of Local Authority Governance in England. Where an authority is exercising

Executive arrangements, it is required to have an Overview and Scrutiny Committee. Section 9F of the Act sets out the functions of an overview and scrutiny committee which includes “to review or scrutinise decisions made, or other action taken, in connection with the discharge of any functions which are the responsibility of the Executive” and “to make reports or recommendations to the Authority or the Executive with respect to the discharge of any functions which are the responsibility of the Executive”.

- 3.2 It is prudent for a Local Authority to have locally adopted procedures to enable the JOSC to implement this scrutiny function. In this regard Adur and Worthing Councils have adopted Joint Overview and Scrutiny Procedure Rules.
- 3.3 At paragraph 17 of the Procedure Rules, call-in of decisions is dealt with and the rules provide that at least 3 Members must request a call-in and that the grounds for a decision being called in are:
- If it conflicts with Council Policy
 - If it conflicts with the Council’s Budget Strategy, or
 - Where there is evidence to suggest the principles of decision making have not been complied with.

4. Background

- 4.1 On 9th July 2019 the Adur and Worthing Joint Strategic Committee made a decision concerning ‘Worthing Theatres and Museum - the Future of Culture for Worthing’. The decision was published on the Councils’ website within the minutes of the meeting with reference JSC/020/19-20. The call-in deadline was 5pm on 19th July 2019.
- 4.2 On 18th July 2019, within the prescribed deadline, the Deputy Monitoring Officer, in the Monitoring Officer’s absence, had received a request, in writing, for call-in of the decision from at least 3 Elected Members: Cllrs Howard, Cooper, Barrett, Deen, Dawn Smith, Walker, Chowdhury, Silman, Sally Smith and Mulholland.
- 4.3 In summary, the reasons for the request for call-in were as follows:

It was argued that there was evidence to suggest that decision making principles had not been complied with; namely that the decision was not in accordance with the law, and did not comply with the Councils’ own Standing

Orders / Financial Regulations relating to contracts, and that it was in contravention of the Council's Budget Strategy.

4.4 The Councils have adopted decision making principles which are set out in Article 12 of each Council's Constitution. These provide that:

- There should be clarity of aims and objectives
- Proper regard should be paid to professional advice from Officers
- All decisions shall be in accordance with the law
- Proper regard should be paid to the outcome of any internal or external consultation
- There should be a presumption in favour of openness, accountability and transparency
- There should be respect for human rights
- There should be proportionality
- There should be an explanation of the alternative options considered, and
- There should be proper and documented reasons given for all decisions.

In exercising discretion, the decision maker must:

- Understand the law that regulates the decision making power and gives effect to it. The decision maker must direct itself properly in law
- Take into account all relevant matters and leave out any irrelevant matters
- Act for a proper purpose, exercising its powers for the public good
- Not reach a decision which no Authority acting reasonably could reach
- Comply with the rule that Local Government finance is to be conducted on an annual basis save as authorised by Parliament
- Act with procedural propriety in accordance with the rules of fairness.

To be lawful a decision:

- If taken at Council or a Committee must comply with the principle of being reached by a majority at a properly constituted meeting
- Be one that the decision maker is empowered to take
- Not contravene Wednesbury reasonableness
- Be capable of execution, and
- Not purport to undo what has already been done irrevocably.

- 4.5 Members requesting the call in of the decision in summary alleged that the Joint Strategic Committee had breached the principles of decision making and acted contrary to the Budget Strategy by delegating the signing of the contract to an Officer, to a contractual party that doesn't exist, for an opaque contract cost, following an unsatisfactory tendering process.

5. Issues for consideration

- 5.1 The Deputy Monitoring Officer, Andrew Mathias, considered the request and determined that the grounds for requesting a call-in were not made out.
- 5.2 The Deputy Monitoring Officer found that the Council was confident that there had been no breach of procurement law; the procurement process had been overseen by our external procurement advisors and was compliant with procurement legislation and in particular, the Public Contract Regulations 2015. The fair and transparent process resulted in one bid being received and no contract award was made as a result of that procurement process. The in-house team had set up a Company called 'Chalk and Clay' for the purpose of the tender process; it had been their intention for that company to become the contracting vehicle but as the company could not establish a suitable track record as a new company and a separate legal entity, it was not considered to be a suitable tender. Having tested the market and ascertained that there were no suitable bids received, the Council now intends to make a direct award to its in-house team under Regulation 32(2)(a) of the Public Contract Regulations 2015.
- 5.3 The Deputy Monitoring Officer further found that there had been no lack of compliance with the Councils' Budget Strategy. Within the medium term financial plan an allowance of £500,000 had been made for the additional cost of the new contract above the current cost of the service over the first 5 years of the contract. At the time of the request for call-in the contract price had not been finalised but the Deputy Monitoring Officer concluded that there was no evidence of the Joint Strategic Committee's decision being contrary to the Councils' Budget Strategy.

6. Engagement and Communication

- 6.1 The Council's Deputy Monitoring Officer (in the absence of the Monitoring Officer) contacted the Joint Chairmen of the Councils' Joint Overview and Scrutiny Committee by telephone on 22nd July 2019 by way of consultation, as to the determination of the request for call-in of the decision. Both Cllr

Barraclough and Cllr Chipp responded that they did not consider there were sufficient grounds for accepting the request for call-in.

7. Financial Implications

7.1 There are no financial implications arising from this report.

8. Legal Implications

8.1 Legal issues are addressed in the main body of the report above.

Background Papers

- Minutes of a meeting of the Joint Strategic Committee of Adur District and Worthing Borough Councils, Tuesday 9th July 2019.
- Reports and agenda to the Joint Strategic Committee on 9th July 2019.
- Worthing Borough Council Constitution.

Officer Contact Details:-

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Sustainability & Risk Assessment

1. Economic

Matter considered and no issues identified.

2. Social

2.1 Social Value

Matter considered and no issues identified.

2.2 Equality Issues

Matter considered and no issues identified.

2.3 Community Safety Issues (Section 17)

Matter considered and no issues identified.

2.4 Human Rights Issues

Matter considered and no issues identified.

3. Environmental

Matter considered and no issues identified.

4. Governance

Governance issues have been addressed in the body of the report.



ADUR & WORTHING
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Joint Overview and Scrutiny Committee
19 September 2019
Agenda Item 6

West Sussex County Council Air Quality Plan

Report by the Director for Communities

1.0 Summary

- 1.1 A West Sussex County Council Air Quality Plan has been developed to compliment the action plans of the Districts and Boroughs across West Sussex. This report outlines the action plan and its role in assisting Adur & Worthing to improve air quality across the area.

2.0 Background

- 2.1 At a JOSC meeting in June 2018 the committee resolved to invite representatives from West Sussex County Council (WSCC) to attend a future meeting of JOSC upon completion of the West Sussex air quality strategy, to explain how it related specifically to Adur and Worthing Councils.

In November 2017, the Leaders' Board (all leaders in West Sussex) agreed a joint approach to delivering on air quality including a county-wide air quality plan. Collaborative work between West Sussex Districts and Boroughs was undertaken between December 2017 and May 2018. WSCC hosted a Members' Day in April 2018, inviting District & Borough Members to feed into the plan.

The final draft of the plan, named 'Breathing Better', was signed off and published in September 2018. Terms of Reference for an Inter-Authority Air Quality group devised to oversee actions were drawn up in June 2018 and approved by the partners at the first group meeting in October 2018. There have been two subsequent meetings - February and June 2019.

The 'Breathing Better' plan provides an overview of the responsibilities of each of the different local authority tiers, health and environmental impacts, activity that is currently being undertaken and the approach moving forward.

The Inter-Authority Air Quality Group (IAAQ) is attended by the relevant portfolio holders from each of the partner authorities, supported by senior officers along with the Chair of Sussex-air. The group receives reports from partners, monitors progress of air quality actions, provides guidance on issues of concern and produces an annual report for the West Sussex Leaders' Board.

The plan is designed to compliment Districts and Boroughs in discharging their air quality responsibilities. The Environment Act 1995 places an obligation on Districts and Boroughs to regularly review and assess air quality in their areas, and to determine whether or not the national air quality objectives are likely to be achieved. Where an exceedance is considered likely, the local authority must declare an Air Quality Management Area (AQMA) and prepare an Air Quality Action Plan (AQAP). There are currently two AQMA's in Adur and one in Worthing.

The review and assessment process is fulfilled through the production of an Annual Status Report (ASR), updating the strategies employed by the Authority to improve air quality and detail any progress made. These are required to be submitted to Defra at the end of June each year.

The latest Adur and Worthing ASR's are available at <https://www.adur-worthing.gov.uk/environmental-health/pollution/air-quality-and-pollution/local-air-quality-management/#air-quality-reports>

The Worthing Action Plan was published in 2015, the Adur Action plan in 2007. The Adur Action Plan is currently under review.

They are available at <https://www.adur-worthing.gov.uk/environmental-health/pollution/air-quality-and-pollution/local-air-quality-management/#air-quality-action-plans>.

Adur District Council, Worthing Borough Council and WSCC are paying members of the Sussex Air Quality Partnership (Sussex-air). The Partnership supports Sussex local authorities with their Local Air Quality Management duties. Sussex-air provides the public with information on the levels of pollutants from our continuous monitoring station in Adur (Worthing will follow), via its website www.sussex-air.net. Adur & Worthing Chair the Group which is made up of local authority officers working in air quality. The Group is actively engaging with the Districts and Boroughs and County Councils to deliver projects aimed at reducing public exposure to poor air quality across Sussex.

3.0 Proposals

- 3.1 West Sussex County Council has a number of current workstreams that either target Adur & Worthing or are part of a county-wide programme of work.

This includes:

Behaviour change around anti-idling

- Adverts (Connections, Taste); Editorial in WSCC Connections; Infographic to encourage smart driving (circulated via the IAAQ); Additional signage being installed at level crossings in Adur & Worthing to ensure all have signs (funded by Sussex-air).

School air quality project (delivered via Sussex-air)

- 26 schools across Sussex (7 in Adur & Worthing: Swiss Gardens, Bramber, St Nicolas & St Mary, Downsbrook, Easbrook, Thomas A Becket Infant & Junior)
- 130 sessions
- Students cycling to school doubled from 3% to 6%
- Students cycling outside school increased 6%
- >1400 pupils involved
- Students usually coming to school by car reduced by 13%

Clean Burn Sussex (delivered by Sussex-air)

- Autumn 2019 campaign to raise awareness about domestic burning of solid fuels and the impact on air quality
- Encourage reduced burning, use of ecodesign ready stoves, use of seasoned wood and cleaner fuels, efficient and effective stove use
- Survey to establish solid fuel use across Sussex

Highways & Transport

- Sustainable Transport Packages (STPs) feasibility studies for Shoreham Area and Worthing Area. Shoreham completed early 2019, Worthing study in preparation

Cycling & Walking

- West Sussex Walking and Cycling Strategy 2016-20
- Support for Adur and Worthing Councils in the development of their Local Cycling & Walking Infrastructure Plan (LCWIP)
- Consideration of Goring seafront NCN2 extension between George V Avenue and Goring Sea Lane.

A County wide Electric Vehicle Charging Strategy

- Production of a strategy to provide electric vehicle charging points across West Sussex for those who do not have access to off-street parking.

WSCC Public Health have contributed to the cost of the *Air Alert* service provided by Sussex-air (ESCC have also contributed).

These proposals help to deliver actions currently within the Adur & Worthing Action Plans. These actions have been reported to Defra in our Annual Status Reports for 2019.

Adur

<i>Measure No.</i>	<i>Measure listed in 2019 ASR</i>
7	eV charging infrastructure
11	Promotion of walking and cycling
12	School Travel Plans.
15	Public Health Information Campaigns
18	Anti-idling promotion
19	New infrastructure for cyclists and pedestrians
20	Shoreham High Street and Norfolk Bridge infrastructure improvements
21	Shoreham Area Sustainable Transport Package Feasibility Study

Worthing

<i>Measure No. in ASR</i>	<i>Measure listed in 2019 ASR</i>	<i>No. in 2015 Action Plan.</i>
6	eV charging infrastructure	9
19	Promotion of walking and cycling	14
21	School Travel Plans.	17
	Public Health Information Campaigns	25
2	Anti-idling promotion/cut engine signs	3
15	New infrastructure for cyclists and pedestrians	4
13	Air Alert	27

The majority of measures within the Action Plans require collaborative working to ensure their successful delivery. 'Breathing Better' assists with delivery by prioritising actions that are common across West Sussex authorities - e.g. anti idling campaigns. Resources can then be allocated accordingly. In practice many of these

actions will be coordinated through Sussex-air as they have a Sussex-wide impact and having a consistent approach across East & West Sussex is considered important.

The Adur District Council Air Quality Action Plan dates back to 2007 and was partially revised in 2015/6 to report to Defra. We are currently revising it in partnership with WSCC. The plan relies heavily on West Sussex County Council to deliver actions and therefore improve air quality - e.g. infrastructure improvements, school travel, etc.

The Worthing Borough Council Air Quality Action Plan was published in 2015 and relies on partnership work with Highways England and West Sussex County Council to deliver actions to improve traffic flows and therefore improve air quality. As the road is controlled by Highways England (HE) both Worthing BC and WSCC have limited scope to bring about improvements. The plans proposed by HE a few years ago for the A27 are unlikely to result in sufficient improvements to air quality within the AQMA.

The Sussex-air Group is actively engaging with the Districts and Boroughs and County Councils to deliver projects aimed at reducing public exposure to poor air quality across both West and East Sussex. These will assist in the delivery of some of the actions within our Action Plans. This is demonstrated by the two projects previously mentioned. The WSCC strategy enhances this partnership approach to resolving poor air quality.

4.0 Legal

- 4.1 The Air Quality Directive 2008 came into force on 11 June 2008 (*Directive 2008/50/EC of the European Parliament and of the Council of 21 May 2008 on ambient air quality and cleaner air for Europe*). It seeks to minimise the harmful effects of air pollution by setting standards for ambient air quality, and by requiring member states to actively assess and manage the ambient air quality in different areas or zones within their territory.
- 4.2 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
- 4.3 S1 Local Government (Contracts) Act 1997 allows the Council to enter into a contract in relation to any of its functions
- 4.4 In addition to the power under s1 above, the Council must comply with its Contract Standing Orders and the Public Contract Regulations 2015.

5.0 Financial implications

5.1 Resources will be required to update the Action Plans for Adur and Worthing. Modelling of actions plan measures ('scenario testing'), modelling of future air quality and 'source apportionment' will need to be supplied by consultants.

Any public health information campaigns by Adur & Worthing will incur a cost.

6.0 Recommendation

6.1 That the Committee note the information in this report and determine whether any further information/updates or actions are required going forward.

That the committee consider any recommendations they wish to make to the Executive/relevant Executive Members.

Local Government Act 1972

Background Papers:

['Breathing Better'](#), a partnership approach to improving air quality in West Sussex

[Adur DC Annual Status Report 2019](#)

[Worthing BC Annual Status Report 2019](#)

[Adur DC Air Quality Action Plan 2007](#)

[Worthing BC Air Quality Action Plan 2015](#)

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ADUR & WORTHING
COUNCILS

Joint Overview and Scrutiny Committee
19 September 2019
Agenda Item 7

Ward: All

Delivering our Housing Strategy - Review of Progress September 2019

Report by the Director for Communities

1.0 Summary

1.1 This report updates members of the Joint Overview and Scrutiny Committee on what has been achieved to date in delivering on the commitments in “Housing Matters”, the Adur and Worthing Councils’ Housing Strategy 2017-2020.

2.0 Background

2.1 “Housing Matters”, the Adur and Worthing Councils’ Housing Strategy 2017-2020, outlined a vision for the communities of Adur District and Worthing Borough where everyone can have a place they can call home. The Strategy reflected the Councils’ understanding that having a safe and secure home, not just a place to sleep, is one of the most important factors in enabling our communities to be ambitious, prosperous and resilient.

2.2 The Strategy is arranged into three broad sections and this report updates on each in turn:

- Preventing Homelessness
- Developing the Supply of New Homes
- Improving Adur District Council’s role as Landlord (Adur District only)

3.0 Legal

3.1 The Local Government Act 2003 previously provided for a local housing authority to have a strategy in respect of such matters relating to housing. Section 29 of the Deregulation Act 2015 removed this formal requirement but did not remove the ability of local authorities to produce a strategy if they wish to do so.

3.2 Section 8 of the Housing Act 1985 continues to place a duty on every local housing authority to consider housing conditions in their District or Borough and the needs of the District or Borough with respect to the provision of further housing

accommodation. Further, part 7 of the Housing Act 1996 (as amended) places an obligation on local authorities to promote the prevention of homelessness.

- 3.3 The Adur and Worthing Councils' Housing Strategy enables the Councils to discharge their obligations under section 8 of the Housing Act 1985 and work towards the prevention of homelessness. The changing landscape in relation to housing regulation, including the Homelessness Reduction Act 2017 and the Homes (Fitness for Human Habitation) Act 2018, places an ongoing legal burden on local authorities to consider carefully their housing strategies which should link with both tenancy and homelessness strategies.

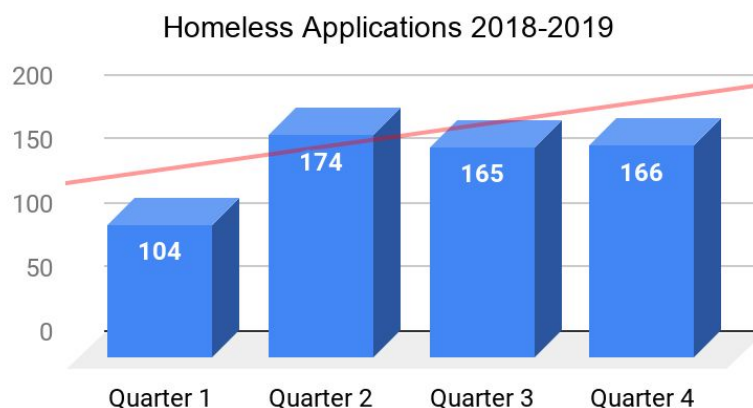
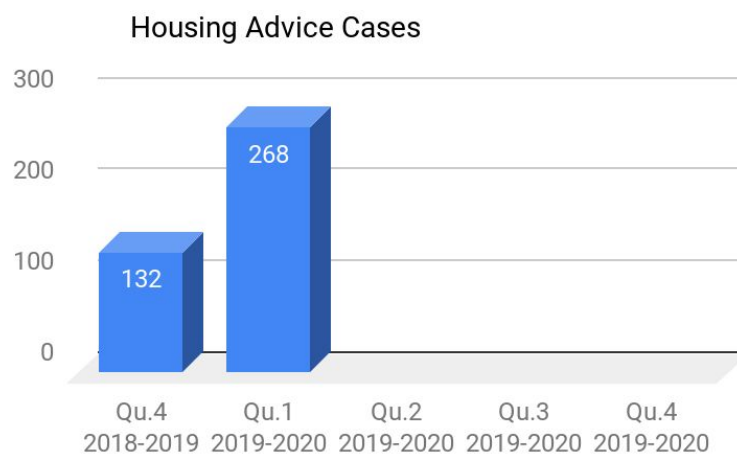
4.0 Preventing Homelessness

- 4.1 Staff across the Housing department, continue to build on the success of the Preventing Homelessness Project outlined in our last report. The Housing Needs service has mainstreamed the co-location of staff at both the Jobcentre, and with WSCC Integrated Prevention and Earliest Help (IPEH) services. Active engagement is also continuing with Worthing Homes and Adur Homes. All of this work supports the agenda to identify those at risk of homelessness at the earliest opportunity and engage in truly preventative work.
- 4.2 We also continue to build upon the success of the Councils' social prescribing project, Going Local, using the 'Wellbeing and Housing Advice Team' (WHAT) that is commissioned by the Councils and delivered by the Citizen's Advice service, and through developing new relationships with GPs, who are often the first point of contact for members of our community who are at risk of homelessness. A fifth of all referrals, by GPs to Going Local, are housing related. Since January 2018, over 200 people have been referred to WHAT and over 50% of those referred have been supported in maintaining their current housing, preventing them from becoming homeless.
- 4.3 The Housing Needs service has delivered and will continue to deliver a series of training sessions to GPs to encourage them to identify the triggers of homelessness as early as possible, and is working closely with Adur and Worthing Local Community Networks. This has resulted in the development of a set of 'flags' being developed for GPs systems to alert them to the triggers that could lead to problems with housing and homelessness in their patients, and enable them to refer to suitable resources early.

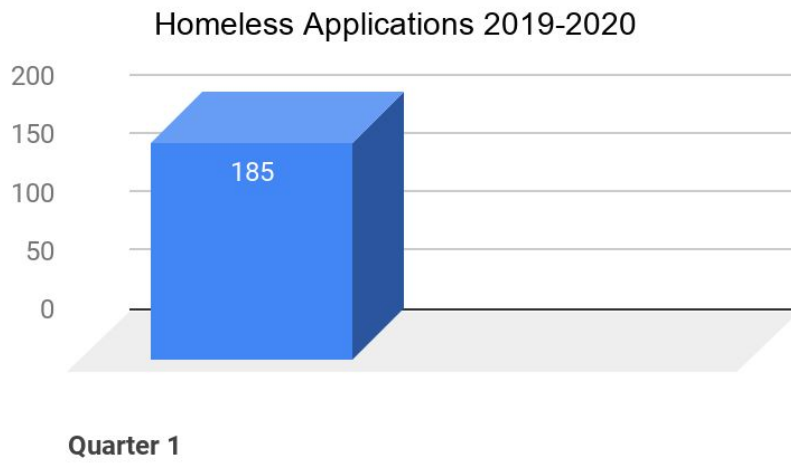
Homelessness duties

4.4 The Homelessness Reduction Act 2017 came into force on 3 April 2018. A new staffing structure was implemented for the Housing Needs Service to meet the requirements of this legislation, with teams dedicated to dealing with single people and families.

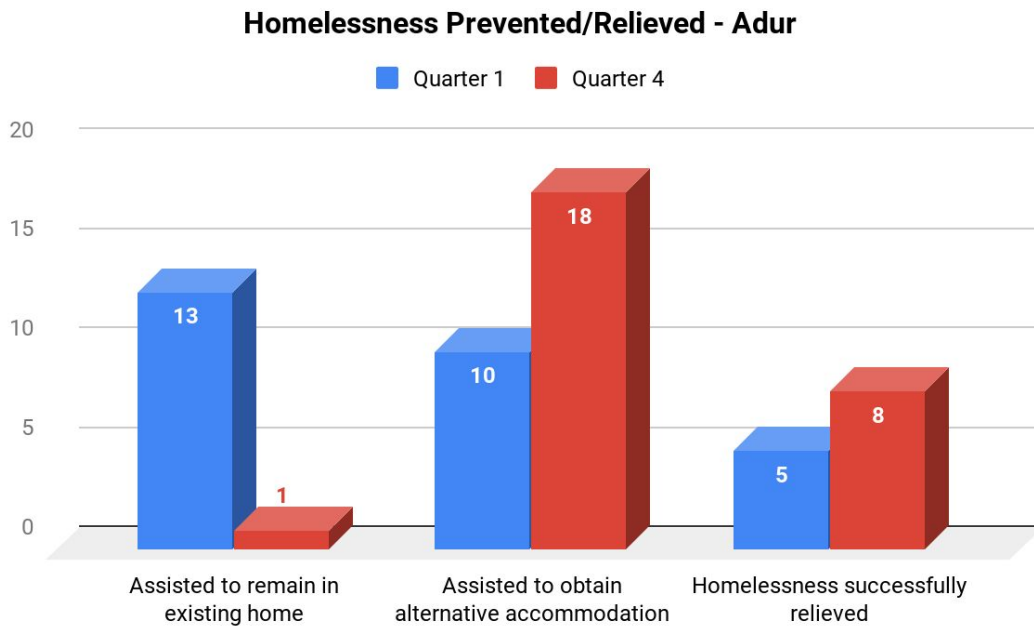
4.5 In the first 12 months of the legislation coming into force (03/04/18 - 31/03/19), **592** households made a homeless application, **392** of which were prevented or relieved. In the first 6 months of this year (January to June), the service dealt with **400** housing advice cases, **351** households made a homeless application and **174** households have had their homelessness prevented or relieved in line with the new Homelessness Reduction Act. Case Studies attached in Appendix 1.



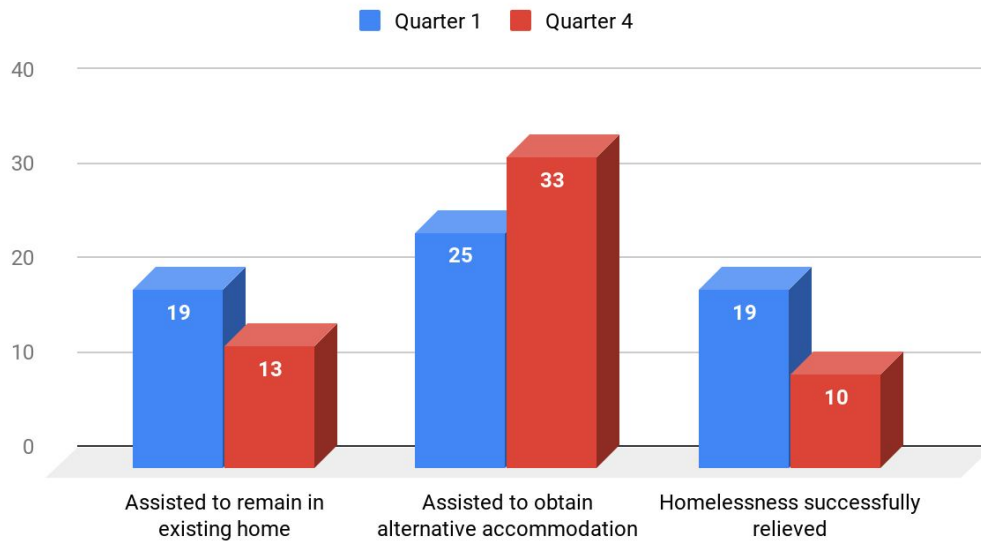
In Quarter 1 2019 there has been a 78% increase in homeless applications compared to Quarter 1 2018, some of this will be attributable to improved recording in the new system.



4.6 In the last 2 reporting quarters, we have successfully prevented or relieved 174 households from becoming homeless .



Homelessness Prevented/Relieved - Worthing



Of these, 46 were assisted to remain at home (14 - Adur and 32 - Worthing), therefore preventing the need to make a homelessness application. 86 were assisted to find alternative accommodation (28 - Adur and 58 - Worthing) and 42 were relieved of homelessness through other means (13 - Adur and 29 - Worthing).

Eliminating Rough Sleeping

- 4.6 Over the last 18 months, rough sleeper numbers have halved in Adur and Worthing, despite the pressures of rising homelessness locally and nationally. Between September 2018 and June 2019 more than 100 individuals have been supported by the Rough Sleepers Team. This includes 27 individuals, who would previously have been excluded from services, who have been supported with the use of the MHCLG Cold Weather Fund during winter months.

	Worthing Estimate	Worthing Count	Adur Estimate	Adur Count
Jul 2019		17		2
May 2019	17	14	2	2
Mar 2019		15		0
May 2019		14		2
Nov 2018	23	11	1	0
Nov 2017	34	19	2	0
Nov 2016	26	11	2	0

4.7 The work we have been doing with our rough sleepers is held up as best practice and in 2019-20 WBC was awarded an additional £340, 000 from the MHCLG Rough Sleeper Initiative which continues to fund:

- A Rough Sleeper Coordinator,
- Two Outreach Workers, an
- Employment and Skills Worker, provide a
- Personalised Budgets
- A number of accommodation units in Temporary Accommodation;
 - including one as an Intervention and Assessment Bed and
 - two as longer term beds for excluded rough sleepers, and
- Help to stabilise and move on, into supported accommodation options.

We have also commissioned with Turning Tides:

- Two SWEP beds for serially excluded, high risk rough sleepers,
- Three Complex Needs Workers,
- One Mental Health Worker,
- One Advice and Assessment Worker,
- One Community Inclusion Worker and
- Personalisation Budget to support the work.

A small underspend from the award made in 2018-19 has been allocated to the provision of an additional night shelter this winter that will be available to Worthing and Adur rough sleepers.

4.8 A further £335,00 has been awarded by MHCLG to WSCC and all West Sussex District and Boroughs as part of the 'Rapid Rehousing Pathway'. Collectively, we are in the final stages of mobilisation which will see four Navigators and five Support Workers appointed to work with rough sleepers and those in temporary accommodation, at high risk risk of rough sleeping.

Enabling our residents to remain and thrive in their own homes

Disabled Facilities Grants

4.9 Our Private Sector Housing (PSH) team oversees and processes the Disabled Facilities Grants (DFG) scheme across Adur and Worthing. They accept referrals and distributing funds passported to us via West Sussex County Council (WSCC). The implementation of the county-wide discretionary disabled facility grant policy resulted in a combined commitment and spend of £2.24 million during 2018/19. This sustained funding on the DFG process has maintained activity in this area with committed spends in Adur and Worthing amounting to £438,294 and £1.01 million respectively of the 2019/20 BCF allocation of £1.92 million since 1 April 2019.

Despite the increased numbers of people being helped, we are continuing to improve response times

- 4.10 We continue to work closely with all Districts and Boroughs across West Sussex to streamline these processes and improve access to statutory and discretionary funds.

Regulatory activity

- 4.11 The legal definition of Houses in Multiple Occupation (HMO) that require a mandatory licence changed on 1 October 2018. There are now 115 licensed HMOs on the public register (11 & 104 in Adur & Worthing respectively) with a further 3 Adur and 37 Worthing properties awaiting inspection and approval. We continue to receive applications and have a priority list of premises that are likely to need licensing who have not yet applied..
- 4.12 In addition to the HMO licensing activity, during 208/19, the team has responded to over 370 complaints about housing conditions, completed 53 formal inspections and served 62 enforcement notices. Since April 2019, the team has commenced 2 prosecutions against landlords and issued civil penalty notices to a value of over £20,000, in addition to recovering costs for works carried out in default.

Policy reviews and updates

- 4.13 We are in the process of reviewing both Adur District and Worthing Borough Councils' Choice Based Lettings Policies. The review will assist the Councils' to make the best possible use of the limited social housing available.
- 4.14 Discussions have also started on creating a new Housing Strategy for April 2020. The new strategy will build on the learning and achievements of the current strategy.

5.0 Developing the Supply of New Homes

Housing Revenue Account - Development Programme

- 5.1 Following the lifting of the Housing Revenue Account (HRA) borrowing cap, the Council has now taken over the development of Albion Street, which will see the delivery of 50 affordable homes in contrast with the 15 affordable homes previous planned. Planning permission has been granted and a tender for construction is being prepared.

- 5.2 The development of Cecil Norris House, is well underway. Pilbeam construction started on site in July 2019 and will commence external demolition in the coming weeks. This project will deliver 15 units of social housing.
- 5.3 Earlier this year the Adur Homes also completed the conversion of a former staff office at 101 North Rd Lancing into 2 one bedroom flats which have already been advertised via the Choice Based Lettings system to those on the Adur Housing Register.
- 5.4 Officers are also working up plans for the development of infill and other garage sites owned by the HRA, with the potential to deliver up to 60 new homes.
- 5.5 In August 2019, the Councils appointed a new Senior Development Officer who will take the lead on creating the Adur Homes Development Strategy going forward as well as building a team to take forward the in-house affordable homes development ambitions for both Councils.

General Fund Developments

- 5.6 Worthing Borough Council is collaborating with BoKlok to deliver 162 flats, with 30 per cent social and affordable housing at the Fulbeck site in Worthing.
- 5.7 Adur District Council has agreed to move forward the sale of the former Adur Civic Centre to Hyde Housing, a registered provider, with the ambition of providing 171 new affordable homes. 40% of which will be at social rents, the rest affordable shared ownership properties.

Emergency and Temporary Accommodation

- 5.8 In October 2017, both Adur and Worthing Councils adopted the *Temporary Accommodation Procurement and Placement Policy* as required by the landmark judgement, R (N) v Westminster City Council [2015]. A link to the policy is provided below.

<https://www.adur-worthing.gov.uk/media/media.148535.en.pdf>

This policy sets out the Councils' approach to procuring and securing temporary accommodation within or as close to the District/Borough as possible. Paragraph 3.1 of the Policy sets out the Council's strategy as follows

The Council will employ a variety of approaches to maintain the supply of good quality TA such as:

- *Obtaining self-contained properties in its temporary accommodation stock through short and medium term block booking arrangements with private landlords.*
- *Increase the number of leased properties in its stock by developing a private rented leasing scheme*
- *Exploring options for direct purchase of properties on the open market that will be suitable for use as temporary accommodation subject to meeting value for money criteria.*
- *Exploring options for working with lettings agencies*
- *Seeking to increase the number of private sector landlords willing to let directly to homeless households to encourage move on from temporary accommodation*

Progress has been made on **all** of these objectives to increase the range of suitable, affordable emergency and temporary accommodation, this includes:

- increasing the number of leased and long term block booked units to 50 with another 37 units in the pipeline within the next 12 months
- Purchasing properties for development as EA.
- Developing properties for EA
- Developing the Opening Doors social lettings scheme (see below).

5.9 In addition to the purchase of 'the Downview', WBC has purchased another property on Rowlands Road. Work has commenced on the Downview and the first 9 properties will be available for occupation in early 2020. The designs and plans for the Rowlands Road property will be re- considered by the WBC planning committee in September 2019. Six of the flats to be developed at Albion Street in Adur (through the conversion of two dwellings) will be allocated for EA.

5.10 Whilst securing affordable and suitable emergency and temporary accommodation is important, this must be viewed alongside the work to reduce the need for EA by focussing on the wide ranging prevention agenda highlighted above.

Private Sector Rented Supply

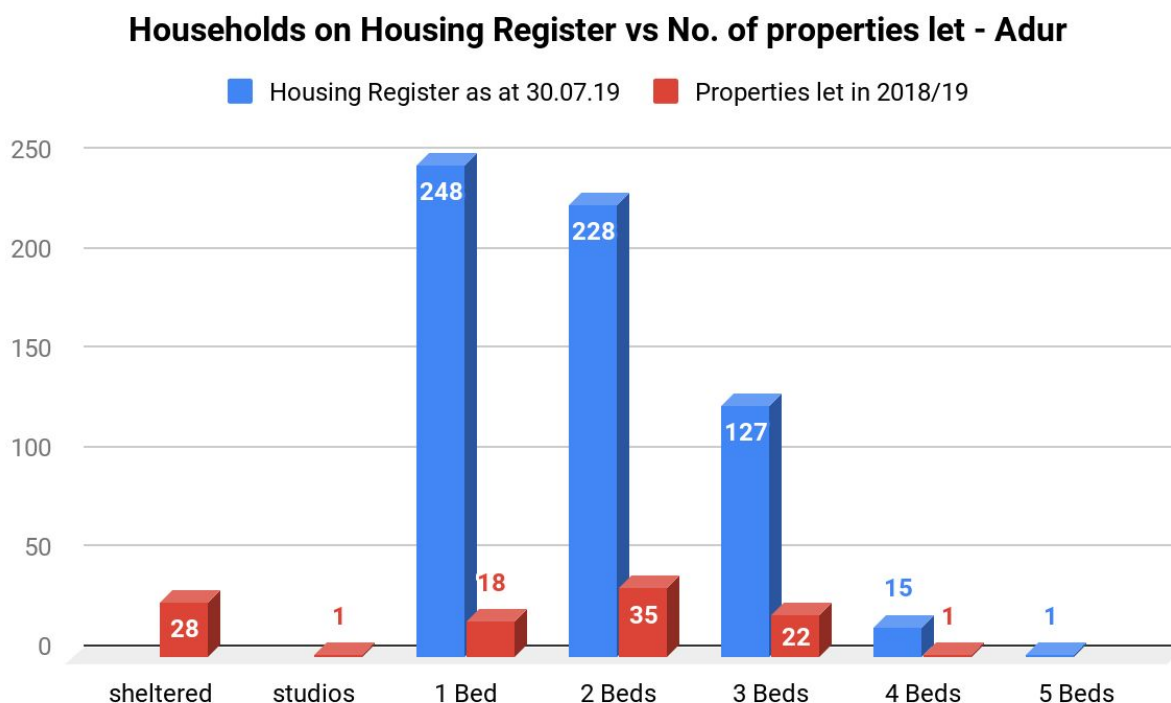
5.11 The Housing Needs service, following consultation and feedback from private landlords and our customers, and following a successful trial, launched the private sector lettings service, **Opening Doors**, in June 2019. The key to this service is to enable and support the many good private sector landlords we work with, to let their properties to households in housing need, to reduce the need to place people in unsuitable emergency accommodation, with all the disbenefits this brings. The service works to agree rental levels that are affordable, (to the family) and provides both tenancy and landlord support from the Housing Needs Service. Further publicity is planned for September through the local press, social media and a dedicated webpage. Opening Doors is currently supporting a number of landlords

and tenants, in 17 properties.

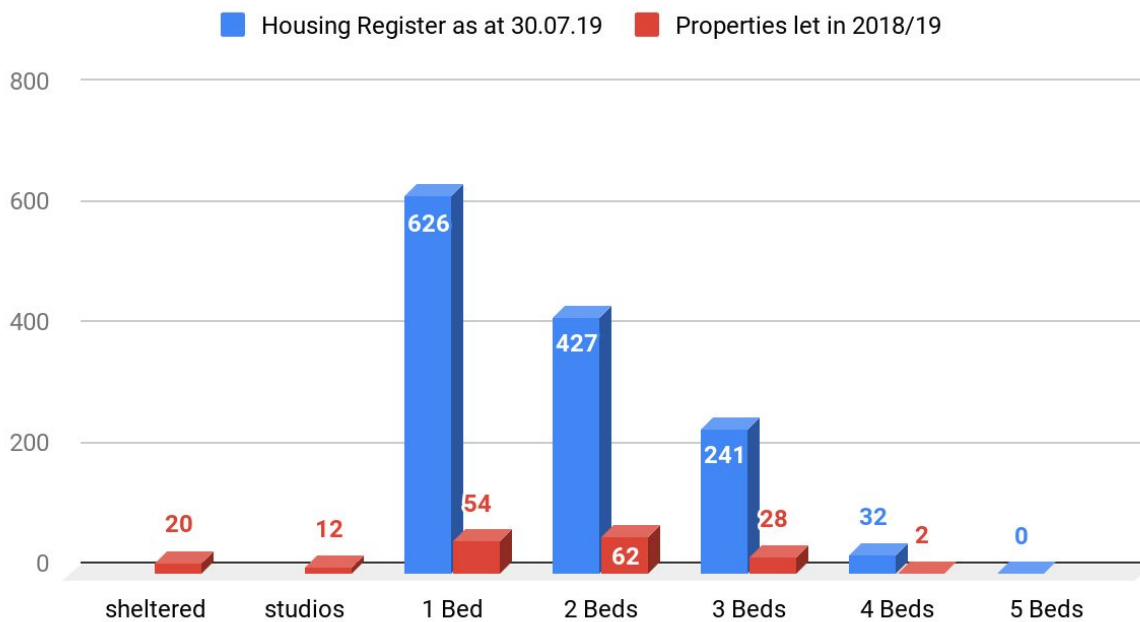
6.0 Housing Demand

6.1 In the final months of 2018/19, officers undertook a full review of the Adur and Worthing Housing Registers. Following this, there has been a decrease in the number of households on Adur District Council's housing register from 900 to just over 600. Whilst the number of households on Worthing Council's housing register initially reduced to 1100, there has been a steady increase, from the beginning of this year to just over 1300.

6.2 Over 75% of households on each register have a 1-bed or 2-bed need. One household in Adur has a 5 bed need.



Households on Housing Register vs No. of properties let - Worthing



6.3 During financial year 2018 - 2019, in Adur 105 properties were advertised for let on the housing register, while 178 properties were advertised for let on the Worthing housing register.

6.4 A comparison of housing need vs property supply shows that demand for social housing continues to significantly exceed supply. Hence the work being done to support a whole range of options for our communities is essential, such as enabling people to obtain and retain private sector tenancies; supporting the development of new properties for rent by Registered Providers and developers through the use of our land and capital funds; and critically, convening realistic discussions about availability and options for people.

7.0 Improving and Enhancing Adur Council's Role as a Landlord

7.1 Adur Council has a specific role as landlord, delivering housing management and tenancy services, tenant and leaseholder engagement, repairs and maintenance services as well as asset management and capital projects.

7.2 An improvement plan for the service has been developed following a number of Lean Reviews in 2018/19. The plan includes the following priorities:

- Reducing the length of time properties are void
- Improving the efficiency of the repairs service
- Reducing rent arrears

- 7.3 The plan is monitored regularly by operational and strategic leads.
- 7.4 *Asset Management and Capital Programme*: Delivery of the Capital Improvement Programme continues to be shaped by guidance issued to local authorities by the Regulator of Social Housing in the aftermath of the Grenfell fire and better knowledge of our stock.
- 7.5 The appointment of a Fire Safety Officer has allowed us to focus on fire safety remedial works. Several fire remedial works are now being implemented across our stock. This includes our estate wide front entrance fire door replacement programme which has already seen the replacement of 181 'critical' doors in tenanted properties. Engagement with leaseholders to identify and support them to bring their doors into compliance with the current legislation, has also commenced.
- 7.6 The upgrade of the Community Alarm Systems in our sheltered housing schemes is ongoing.
- 7.7 The external capital works programme is being revised in light of the need to re-profile fire safety works and also critical health and safety works. Consequently, the works to Southwick Square has been brought forward and have already started. The works will be completed this year. Planning for external works to Rock Close, Lock Court, Bushby Close and Beachcroft Place are now well advanced with site presence expected in spring 2020.
- 7.8 Adur Homes has installed new kitchens and bathrooms in 450 properties since the kitchen and bathroom programme began in 2016. In 2018/19, 59 new kitchens and 58 new bathrooms were installed.
- 7.9 We are in early discussions to be part of the proposed 3 year Smart Hub programme. The Smart Hub programme is part of the government's investment to support business and researchers to create affordable, low carbon and resilient ways to provide energy. The programme is being delivered by Innovate UK through West Sussex county council. It is expected that the programme will create sustainable energy solutions and provide long term savings to residents and the councils.
- 7.10 We are also in discussion with colleagues to see what the opportunities may be for Adur Homes properties, as part of the Gigabit project being implemented by CityFibre.

8.0 Challenges and Opportunities - Looking forward

Supported Housing

- 8.1 The Council has been actively involved in discussions with West Sussex County Council and other Districts and Boroughs across West Sussex, to mitigate the impact of County Council's decision to reduce its current £6.3m budget for housing related support in mid-2019/20 to an annual sum of £2.3m.
- 8.2 Significant progress has been made, working collectively with WSCC and all of the Districts and Boroughs, to understand the needs of those in this system, including; providers, commissioners and users of services, and to create a coherent set of strategic and design principles for joint commissioning going forward.
- 8.3 Key outcomes to date are agreement to sustain most of the funding for some key services which assist single people to prevent homelessness, and support those fleeing domestic abuse. Tenders for those contracts have been issued this summer. Further work is underway to agree the joint commissioning of other services. Whilst a number of services will cease to be funded, in some cases the provider can continue to deliver services using alternative sources of funding. In a few cases, the services will cease to exist or will be provided in a different way, for example, the co-location of prevention workers with housing teams has already been overtaken by the work undertaken to implement the Homelessness Reduction Act.

Need

- 8.4 The number of those presenting homeless continues to increase, driven mainly by evictions by friends/relatives and evictions from the private rented sector.
- 8.5 Despite increased move on from temporary accommodation, the demand from temporary accommodation remains high. The table below provides the numbers we have had in emergency accommodation, each month, this year. In recent weeks we have seen a reduction in numbers which has been achieved by; increasing success in prevention, a focus on move on, the availability of the Opening Doors model and reducing our decision making times. We will wait to see if this is sustained throughout Q2. With a reduction in average costs per night of temporary accommodation, and relatively consistent demand in Adur, the budget pressures for Adur are less than in Worthing, where significant demand continues to be apparent.

Emergency Accommodation	Jan 19	Feb 19	Mar 19	April 19	May 19	June 19	July 19	Aug* 19
Adur	44	47	44	40	46	41	40	40
Worthing	104	105	106	119	122	126	117	112
Total	148	152	150	159	168	167	155	152

* Of this August total, 7 positive move on placements have been completed in the first half of September

Adur Homes Asset Management

8.6 A review of the Capital Improvement programme has taken place following better knowledge of our stock and recent guidance issued by the Regulator for Social Housing in the aftermath of the Grenfell fire. Greater priority therefore will have to be given to identified fire safety and health and safety works.

9.0 Engagement and Communication

Adur Homes

9.1 Adur Homes has commissioned external support to help steer the co-design and development of the new Adur Homes Resident Engagement Strategy. The aim is to coordinate a task and finish group of residents and staff to review the Tenant Participation Strategy 2008 and the Working Together Tenants' Compact 2009 and create a new strategy fit for the future.

9.2 The Housing Voice newsletter has been relaunched - initially in hard copy format with a proposed move towards an electronic version in due course. Adur Homes are also planning to set up targeted resident's focus groups to help improve key areas of service delivery (e.g. estates inspection, reporting repairs and maintenance).

9.3 Adur Homes and the Wellbeing team have introduced a 'Get Active' programme into our sheltered housing schemes. The programme involves gentle chair based exercises to improve mindfulness and wellbeing. Adur Homes and Impulse Leisure has also introduced a falls prevention programme into our sheltered housing schemes.

General

- 9.4 There is continuing engagement with a broad spectrum of old and new partners in the Housing and wider support system. This includes hosting and attending forums such as the
- Homelessness Forum,
 - Landlords Forum, and the
 - Welfare Reform Forum.
- 9.5 The Rough Sleeper Team membership continues to grow and new members include Adult Social Care and Worthing Hospital A&E.
- 9.6 A recent MHCLG fund calling for a Public Health led bid, brought together a partnership of Housing, Third Sector Homelessness and Support providers, Sussex Partnership Foundation Trust, Sussex Partnership Trust, West Sussex Hospital Trust and West Sussex County Council. Irrespective of the outcome of the bid (which we have learned has moved successfully to phase 2 of the process) the group have committed to continued joint working to prevent homelessness and improve outcomes for rough sleepers.
- 9.7 We will continue to do all we can to work in partnership to address the issues of homelessness and in 2019 will further develop relationships with a range of housing providers to develop innovative ways to increase the supply of affordable homes.
- 9.8 In 2019, the team have provided briefing sessions for members in Adur on the work we are doing to improve our engagement with and services to residents, and also more broadly to members on the work we are undertaking to prevent and support those at risk of homelessness.

10.0 Financial implications

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

11.0 Recommendation

- 11.1 That members of the Joint Overview and Scrutiny Committee note the contents of this report

Local Government Act 1972

Background Papers:

- 'Housing Matters' Adur and Worthing Housing Strategy
- Joint Overview and Scrutiny Update - January 2019
- Platforms for our Places

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Schedule of Other Matters

1.0 Council Priority

1.1 Platforms for our Places - Platform 2: Our Social Economies

2.0 Specific Action Plans

2.1 "Housing Matters", the Adur and Worthing Councils' Housing Strategy 2017-2020, makes commitments in each of the following three areas:

- Preventing Homelessness
- Developing the Supply of New Homes
- Improving Adur District Council's role as Landlord (Adur District only)

3.0 Sustainability Issues

3.1 Matter considered and no issues identified

4.0 Equality Issues

4.1 The Housing Strategy helps the Council to comply with the Human Rights Act 1998, Article 14: Prohibition of discrimination. This means that everyone must have equal access to services, regardless of their race, religion, gender, sexual orientation, disability, political views or any other personal characteristic. Article 14 is a qualified right and a difference in treatment can be justified if there is a good reason (for example someone being given priority for housing because they have a greater housing need).

5.0 Community Safety Issues (Section 17)

5.1 Homeless people are far more likely to be victims of crime than perpetrators, and rough sleepers are 17 times more likely to be victims of violence compared to the general public. The Housing Strategy, which includes preventing and alleviating homelessness, therefore, contributes to a reduction in crime and protects vulnerable individuals.

6.0 Human Rights Issues

6.1 The Housing Strategy helps the Council to comply with the Human Rights Act 1998, Article 8. This does not give anyone a right to a home but it contains a right to respect for a home that a person already has so will apply to tenants of properties in Adur and Worthing.

7.0 Reputation

7.1 The issues covered in this report are all high profile and directly affect the lives of residents in Adur and Worthing. Failure to deal successfully with homelessness, temporary and emergency accommodation and the management of Adure District Council's housing stock could affect the reputation of the Councils.

8.0 Consultations

8.1 Matter considered and no issues identified

9.0 Risk Assessment

9.1 The Housing Strategy contains commitments that help to mitigate against the following corporate risks:

- As Universal Credit and other welfare reforms are rolled out, delays in payments and the fact that Housing costs are often not being met by the level of out of work benefits is likely to lead to increased homelessness presentations and/or reduced rental income for Adur Homes. Recent agreements to cut budgets from WSCC lines - i.e the Local Assistance Network funding; Supported Housing and IPEH (Universal services) may also impact in these areas.
- Limited housing supply in all areas and all tenures is a key risk for the Councils in terms of both discharging its statutory duty to prevent homelessness and support those at risk, as well as placing critical budgetary pressures on the Councils. Managing this demand is challenging and places additional capacity pressures on the operational teams

10.0 Health & Safety Issues

10.1 Matter considered and no issues identified

11.0 Procurement Strategy

11.1 Matter considered and no issues identified

12.0 Partnership Working

12.1 Partnership working with other public sector organisations, Registered Landlords, private sector landlords and the voluntary sector is key to preventing homelessness and increasing the supply of suitable accommodation.



ADUR & WORTHING
COUNCILS

Joint Overview and Scrutiny Committee
19 September 2019
Agenda Item 8

Joint Overview and Scrutiny Committee Work Programme 2019/20 - Update

Report by the Director for Digital & Resources

1. Purpose

- 1.1 This report outlines progress with the work contained in the Joint Overview and Scrutiny Committee (JOSC) Work Programme for 2019/20.

2. Recommendations

- 2.1 That the progress in implementing the Work Programme for 2019/20 be noted.
- 2.2 That JOSC consider the four Scrutiny requests set out in Appendix D to this report; and
- 2.3 That JOSC consider the referral from the Councils and consider appointing a Working Group of at least four JOSC Members to consider the Climate Change issues referred to in the Motion and Petition considered by the Councils in July 2019.

3. Context

- 3.1 The current JOSC Work Programme for 2019/20 will be reviewed at each meeting during the Municipal Year. The Work Programme was approved by both Councils in April 2019 in accordance with Paragraph 9.2 of the Joint Overview and Scrutiny Procedure Rules, which form part of the Councils' Constitutions and are binding on all Members. A report must be taken to each full Council on an annual basis seeking Councils' approval of the JOSC Work

Programme for the forthcoming year. Any changes to the Work Programme are reported mid year and for 19/20 this will be done in November/December 2019.

4. Issues for consideration

- 4.1 The Committee will receive regular update reports on the implementation of the Work Programme at each meeting throughout the Municipal Year with the last of these being at the meeting on 25 July 2019. A copy of the agreed 2019/20 Work Programme is attached as Appendix A to this report for reference.
- 4.2 The Committee is requested to consider the current status of the draft Work Programme, the details of which are set out in the Appendix A to the report and consider if any further items are required to be added to the Work Programme. During the Municipal Year, items may be added to the JOSC Work Programme, where appropriate. Requests for additional matters to be included in the Work Programme will initially be considered by the Joint Chairpersons in accordance with the criteria and they will make their recommendations to the next JOSC for consideration and determination following receipt of the Officer report. Consideration should also be given to the capacity of the Committee and resources available when considering further Work Programme items.
- 4.3 As part of the consideration of this version of the Work Programme, the Committee is also requested to consider four Scrutiny requests set out in Appendix D and a request from the Councils to be added to the Work Programme for the setting up of a Working Group to review policies and to develop better practice and strategies relating to Climate change and issues referred to in the Motion to the Council meetings in July 2019. Details of that Motion and the issues are included in Appendix B to this report. The Motion itself is due to be considered at the Joint Strategic Committee on 10 September 2019. JOSC will also need to consider the Petition referred to the Councils in July entitled - Adur & Worthing to be Zero Carbon by 2030 which Adur Council has referred to this Committee. Details of this petition are included in Appendix C to this report.
- 4.4 The detail of issues which have been included in the Work Programme are selected by how closely they align with the Councils' Strategic objectives, how the Committee can influence the outcomes and also general value and outcomes in accordance with the (PAPER criteria) - (P) - Public Interest, (A) - Ability to Change, (P) - Performance, (E) - Extent and (R) - Replication.

5. Engagement and Consultation

- 5.1 The JOSC Chairmen and Vice-Chairmen have been consulted on the contents of this report.

6. Financial Implications

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

7. Legal Implications

- 7.1 Under Section 111 of the Local Government Act 1972, the Councils have the power to do anything to facilitate or which is conducive or incidental to the discharge of any of their functions.
- 7.2 Section 1 of the Localism Act 2011 provides a Local Authority to do anything that individuals generally may do (subject to any current restrictions or limitations prescribed in existing legislation).
- 7.3 Section 3(1) of the Local Government Act 1999 (LGA 1999) contains a general duty on a best value authority to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.
- 7.4 Paragraph 9.2 of the current Joint Overview and Scrutiny Procedure Rules, which form part of the Councils' Constitutions and are binding on all Members, states that the Work Programme will be approved by both Councils. A report must be taken to both Councils on an annual basis seeking both Councils' approval of the Joint Overview and Scrutiny Committee work programme for the forthcoming year.

Background Papers

None

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Sustainability & Risk Assessment

1. Economic

Matter considered and no direct issues identified.

2. Social

2.1 Social Value

Matter considered and no direct issues identified

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 and no direct issues identified.

APPENDIX A

Joint Overview and Scrutiny Committee Work Programme 2019/20

<u>Date of meeting</u>	<u>Items for discussion</u>	<u>Report Author</u>	<u>Executive Members to be invited</u>
20 June 2019	Annual JOSC report for 2018/19	Joint Chairmen of JOSC	N/A
	Report from the Transport issues Working Group	Chairman of the Working Group	N/A
25 July 2019	Joint Revenue Outturn report 2018/19	Director for Digital & Resources/Chief Financial Officer	Executive Members for Resources
	Outline Budget Strategy 2019/20	Director for Digital & Resources/Chief Financial Officer	II
19 September 2019	West Sussex Air quality Strategy	Director for Communities/ West Sussex County Council	Executive Members for Wellbeing
	Update on the delivery of the Housing Strategy - Review of progress	Director for Communities/Head of Housing	Executive Members for Customer Services
17 October 2019	Annual interviews with Council Leaders	Director for Digital & Resources	Leaders
	Review of the Progress in delivering the activities in Platforms for our Places - Questioning Chief Executive	Chief Executive	Adur & Worthing Executive Members
21 November 2019	Adur and Worthing and Joint Outline 5 year forecast and savings proposals - Executive Member interviews.	Director for Digital & Resources/Chief Financial Officer	Adur and Worthing Executive Members
	Polling Places review 2019	Director for Digital & Resources	N/A

30 January 2020	<p>Worthing Budget Estimates 20/21 and setting of 2020/21 Council Tax</p> <p>Presentation from Southern Water on bathing water quality issues</p>	<p>Director for Digital & Resources/Chief Financial Officer</p> <p>N/A</p>	<p>Worthing Executives</p> <p>Adur Executive Member for the Environment, Worthing Executive Member for Regeneration, Executive Members for Wellbeing</p>
19 March 2020	<p>Review of the Progress in delivering the activities in Platforms for our Places - Questioning Chief Executive</p> <p>Leader interviews</p> <p>Annual Work Programme setting 2019/20</p>	<p>Chief Executive</p> <p>Director for Digital & Resources</p> <p>Director for Digital & Resources</p>	<p>Adur and Worthing Executives</p> <p>Leaders</p> <p>N/A</p>
Date to be confirmed	<p>Major Projects being undertaken in partnership with West Sussex County Council - Update</p> <p>Review of Corporate Assets</p> <p>Worthing Theatres - Review of the operation of the new contract</p> <p>Report from the JOSC Effectiveness of OSC's Working Group</p> <p>Report from the Working Group reviewing recycling</p> <p>Report from the JOSC Working Group on evening and Night Time economy</p> <p>Report from the Working Group on the review of the procedures for dealing with traveller encampments in Adur and Worthing and use of the transit site.</p> <p>Report from the Working Group reviewing the Cultural Services</p> <p>Rules of engagement</p>	<p>Director for the Economy</p> <p>Head of Major Projects & Investment/Director for Economy</p> <p>Director for the Economy</p> <p>Chairman of the Working Group</p> <p>Chairman of the Working Group</p> <p>Chairman of the Working Group</p> <p>Chairman of the Working Group</p> <p>Chairman of the Working Group</p> <p>Chairman of the Working Group</p> <p>Director for Communities</p>	<p>Executive Members for Regeneration and relevant West Sussex County Council Cabinet Members</p> <p>Relevant Executive Members</p> <p>N/A</p> <p>N/A</p> <p>N/A</p> <p>N/A</p> <p>N/A</p> <p>N/A</p> <p>N/A</p> <p>Leaders and Executive Members for Customer Services</p>

Note - A progress report on the delivery of the work contained in the Work Programme will be presented to each meeting.

All timings are provisional and subject to change in agreement with the Joint Chairmen and the Committee.

APPENDIX B

CLIMATE CHANGE MOTION

This Council recognises that Climate Change is proceeding unabated and that we are fast approaching the point of no-return. We are not doing enough to cut back on human-created carbon emissions. In fact, they continue to increase. International political will has not succeeded in overcoming the entrenched cultural and commercial interests that keep us going down the same road to disaster. Every organization, every individual and everyone engaged with politics at every level must do more. In 2018, the Climate Change Committee, an independent body advising the UK government, stated, “We’re off track to meet our own emissions targets for the 2020s & 30s”. Leading climate scientists warn that we have only eleven years to ensure that global temperature increase is kept to a maximum of 1.5 degrees C. If temperature increases by 2°C it will result in catastrophic food shortages, floods, droughts, widespread poverty and mass migration. The UK is the first country to legislate for net zero emissions by 2050 and the first to declare a ‘Climate Emergency’. As a Council we accept that politicians of all parties, at all levels, have a duty to diminish the causes of Climate Change. We cannot wait for national governments to do it all. This Council accepts all the recommendations set out in item 10 of the Joint Strategic Committee’s agenda for the 9th July 2019 as an essential first step to working towards carbon neutrality within Worthing Borough Council’s and Adur District Councils asset base by 2030. By adopting more ambitious programmes Worthing Borough Council can become a leader in a green technological revolution. Our location, particularly our coastline, facilitates local energy generation such as wind and solar. This could be one of our fastest growing job creation areas. To fulfill long- term aims carbon reduction must come from build, transport, energy production and use.

THEREFORE, this Council adopts the following policies additional to those adopted by the Joint Strategic Committee at its July 9th 2019 meeting

- 1) The incorporation of climate change mitigation into Sustainability & Risk assessments throughout its reports, plans and reviews, including every planning application, whatever the size of the development.
- 2) Compliance with BREEAM standards in all new builds.
- 3) The development and implementation of a Community Engagement Plan to fully inform residents about the need for urgent action on Climate Change. This should offer residents a vision of a healthier, more child friendly and greener town that is a model of best practice. The Plan must include actions to mobilise residents in the delivery of the action plan.
- 4) Report to full Council within six months of the date of this motion setting out the relevant actions taken and a detailed plan for further actions.

The Council calls on the Joint Overview and Scrutiny Committee to set up a Task and Finish Group to review policies and to develop better practice and strategies.

We acknowledge this is an ambitious motion. But we must go further and faster, not only for our own benefit, but for the sake of our children and our children's children.

Motion brought by Cllr Richard Mulholland and seconded by Councillor Helen Silman

APPENDIX C

Petition Submitted to Adur District Council - "Adur & Worthing to be Zero Carbon by 2030"

The details of the petition state:

We call on Adur District Council to declare a 'Climate Emergency':

1. Pledge to make Adur District carbon neutral by 2030, taking into account both production and consumption emissions;
2. Ensure Adur Council's leadership continues by practising and promoting investment in renewable technologies by Adur Council, its business delivery partners, suppliers and businesses trading within and from the Adur area;
3. Work with other councils to insist that Westminster and the County Council provide the powers and resources to make the 2030 target possible and themselves work with other councils and governments (both within the UK and internationally) to determine and implement best practice methods to limit Global Warming to less than 1.5°C;
4. Continue to work with partners across Adur and more widely to deliver this new goal through all relevant strategies and plans;
5. Provide an outline strategy within 6 months to ensure the transition to a zero carbon future by 2030 is initiated.

APPENDIX D

Scrutiny request 1
Issue - A democratic deficit in the planning process
Request from - Member of the public.
Public interest - The preferred developer process that the council have chosen to employ for Boxpark and Beach Green 1135/19 predetermined planning criteria constraining the plans the developer could submit, namely on what should be in the block and aspects north south and west. This has led to the most common objection on size and also on overlooking, which is of great concern to close residents. The developer can then hide behind 'the council told us' type of arguments.
Score = High
Ability to change - The Council could have inserted public consultation at the pre-tender/tendering stage. They chose not to.
Score = Low
Performance - Yes. There is wide concern that this is a done deal. Performance can be measured in all sorts of ways. Public confidence is one of them. Even in the evident indicator you have used of divesting responsibility and saving money, there is plenty of evidence that both will merely be relocated and spread further.
Score = Low
Extent - The overarching process of using preferred developer status obviously has wide application beyond this specific example.
Score = Medium

Replication - I have obviously no idea what other contracts or leases you are working on.
Score = Low
Expected Outcomes - I hope you will add more consultation into this process for the future so that future groups of council tax payers faced with a similar situation don't have to be so disillusioned with the workings of their council. I would add that I more than hope, I expect it. It seems eminently doable. I also hope, but don't expect, that you would go beyond this and reflect that you have acted undemocratically and start again and do it properly.
Does the proposed review link with the Council strategic objectives or does the Joint Overview and Scrutiny Committee have the ability to influence and/or add value on the subject? Platforms for our Places - Platform 1 - Our financial economies Commitment 1.7 - Enable a series of locality projects which are vital to the wellbeing of our communities.
How could this review be undertaken?
Recommendations from Joint Overview and Scrutiny Committee Chairmen/Vice-Chairmen:- That this request not be added to the JOSC work Programme as the issues raised relate to planning matters/planning application which are not within the remit of JOSC to consider.

Scrutiny request 2
Issue - The development and awarding of the tender that has resulted in Boxpark being granted preferred developer status (resulting in planning application 1135/19) without sufficient local consultation to understand what local views are.
Request from - Member of the public
Public interest - Yes - the current planning application has gathered significant local opposition which could have been avoided if a proper consultation had occurred and a design / operating regime been developed that met local concerns.
Score = High
Ability to change - Yes it does. As the tender has not yet been let (and even if it does may have get out clauses in it) it can be halted.
Score = Medium
Performance - Yes - the team that managed the tender did not consult locals properly.
Score = High
Extent - Significant impact on local residents if the lease is let as is.

Score = Medium
Replication - No - the Planning Committee is considering the planning application, but not the letting of the lease / development of the tender.
Score = High
Expected Outcomes - That the lease be not let and that a proper local consultation exercise be conducted after which a new tender could be let.
<p>Does the proposed review link with the Council strategic objectives or does the Joint Overview and Scrutiny Committee have the ability to influence and/or add value on the subject?</p> <p>Platforms for our Places - Platform 1 - Our financial economies</p> <p>Commitment 1.7 - Enable a series of locality projects which are vital to the wellbeing of our communities.</p>
How could this review be undertaken?
<p>Recommendations from Joint Overview and Scrutiny Committee Chairmen/Vice-Chairmen:-</p> <p>That this matter be added to the JOSC Work Programme for JOSC to receive a report from Officers to explain the consultation processes undertaken for the disposal of publicly owned Council land and assets.</p>

Scrutiny request 3
Issue - The preferred developer process that determined the size and views that the proposed Boxpark Cafe has applied to build on Shoreham Beach Green
Request from - Member of the public
Public interest - Local residents were not consulted at the tender stage and this has resulted in an application for a cafe that does not comply with Adur Planning policy nor the Draft Neighbourhood Plan. It is too large for the proposed site and out of proportion to the surrounding area and will cause loss of privacy, unacceptable noise and disturbance and parking issues to the local community. In addition the Nature Reserve on the adjacent beach is at risk of severe damage from the high number of customers proposed
Score = High
Ability to change - Yes, ensure the current planning application is not approved and hold a public consultation to ensure community needs and views are incorporated into future tender and design
Score = Low
Performance - Yes. Public consultation and communication should be at the core of all council services, particularly large developments that impact the wider community
Score = Low

Extent - Shoreham Beach Green is one of the last remaining green spaces in the area and should be protected. The council support this policy, as does the Draft Neighbourhood plan. The beach Nature Reserve should also be protected.
Score = Medium
Replication - No
Score = High
Expected Outcomes - Future consultations at the Tender stage for large developments impacting the local community, and a review of the current Shoreham Beach Green planning application
Does the proposed review link with the Council strategic objectives or does the Joint Overview and Scrutiny Committee have the ability to influence and/or add value on the subject? Platforms for our Places - Platform 1 - Our financial economies Commitment 1.7 - Enable a series of locality projects which are vital to the wellbeing of our communities.
How could this review be undertaken?
Recommendations from Joint Overview and Scrutiny Committee Chairmen/Vice-Chairmen:- That this request not be added to the JOSC work Programme as the issues raised relate to planning matters/planning application which are not within the remit of JOSC to consider.

<u>Scrutiny request 4</u>
Issue - Proposed Beach Green Cafe - Shoreham Beach
Request from - Member of the public.
Public interest - There is great concern within the Shoreham Beach community that the process of consultation with both council and residents has been paid 'lip service' by the proposed developer, Boypark. The vast majority of local residents support building a cafe on Beach Green and see it as a benefit to the community, but they are vehemently opposed to the current proposal, on size, design, parking and noise. The developer has taken their support for a cafe as support for their proposal. The council's brief was for a building in sympathy with the current surroundings and environment, which the residents fully support and wish to be involved in.
Score = High
Ability to change - I would ask the JOSC to consider a review of the process of tender, suitability and stability of proposed developer, scrutiny of the public consultation data and statistics derived thereof.
Score = Low

<p>Performance - Yes, community developments of this sort should have a process of meaningful public consultations with local residents, that is recorded officially and verifiable.</p>
<p>Score = Low</p>
<p>Extent - This issue is time critical - Planning meeting scheduled 7th October</p>
<p>Score = Medium</p>
<p>Replication - No</p>
<p>Score = Low</p>
<p>Expected Outcomes - Beach Green will have the cafe it deserves, and that benefits the community & environment, and will be sustainable year round for many years.</p>
<p>Does the proposed review link with the Council strategic objectives or does the Joint Overview and Scrutiny Committee have the ability to influence and/or add value on the subject? Platforms for our Places - Platform 1 - Our financial economies Commitment 1.7 - Enable a series of locality projects which are vital to the wellbeing of our communities.</p>
<p>How could this review be undertaken?</p>
<p>Recommendations from Joint Overview and Scrutiny Committee Chairmen/Vice-Chairmen:- That this matter be added to the JOSC Work Programme for JOSC to receive a report from Officers to explain the consultation processes undertaken for the disposal of publicly owned Council land and assets.</p>

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