

**Minutes of a meeting of the  
Joint Strategic Committee  
Adur District and Worthing Borough Councils**

**QEII Room Shoreham Centre**

**3 December 2019**

Councillor Neil Parkin (Chairman)

**Adur District Council:**

Angus Dunn  
Brian Boggis  
Emma Evans  
David Simmons

**Worthing Borough Council:**

Daniel Humphreys  
Kevin Jenkins  
Edward Crouch  
Heather Mercer  
Elizabeth Sparkes  
Val Turner

**Absent:**

Councillors Carson Albury

**JSC6119-20            Declarations of Interests**

There were no declarations of interest.

**JSC6219-20            Minutes**

**Resolved** that the minutes from the Joint Strategic Committee meeting held on 7 November 2019, be approved as an accurate record and signed by the Chairman.

**JSC6319-20            Public Question Time**

The following question was received from a member of the public:-

*Question 1 from a local resident:-*

*How does the council propose to implement the recommendations of the AECOM report whilst still approving massive developments in Adur and Worthing with the consequent increased traffic and pollution and the carbon emissions involved in current building practices and standards?*

The Leader of Adur District Council replied

The Carbon Neutral Plan being considered by the Committee had been developed in response to the Councils declaring a Climate Emergency in July 2019.

The Plan focused on how the Councils' could become carbon neutral relating to carbon emission resulting from the Councils' operations and services. As part of the Councils revised Sustainable AW framework, the Councils recognised that responding to the Climate Emergency required engagement with communities and collective action.

One of the challenges the Councils need to address is how we respond to the changing climate and the Councils' requirement to meet the future housing and employment needs within our communities. This was a real challenge given the national housing shortfall, particularly in affordable housing, and there are benefits in terms of quality of life and reducing commutes by providing opportunities for local employment.

Within the planning system there were a range of levers and opportunities for community voices to be heard:

- putting in requirements for sustainable developments in terms of location, construction techniques, and transport and energy demands;
- requirements to demonstrate how a development will mitigate their impact on local infrastructure and the environment; and
- demonstrate how a development will be sustainable during and after construction.

As the Worthing Local Plan was developed, and the Adur Local Plan reviewed, in three years time, there will be opportunities for the community to share their views on how the Councils respond to climate change through the planning system, as well as strengthening the Councils' sustainability requirements for all new developments.

Over the coming weeks and months further details would be brought forward on other opportunities for our communities to discuss how the Councils address these challenges.

*A supplementary question was asked regarding development that was already in hand and whether the Council would be reviewing any schemes in view of the ever growing climate emergency.*

The Leader of Adur District Council agreed to provide a written response to the question.

*Question 2 from a local resident:-*

*Can the Councils confirm how the following AECOM recommendations will be taken forward?*

- *Councils should take steps to lobby the government to achieve more rapid decarbonisation across key priority areas, including higher energy efficiency standards for new and existing buildings, policies that support uptake of renewable and low carbon technologies.*
- *The Councils should take a proactive and positive attitude towards increasing the amount of LZC energy generation.*

The Leader of Adur District Council advised that the question would be answered during consideration of Item 7 on the agenda.

## **JSC6419-20                      Items Raised under Urgency Provisions**

There were no items raised under urgency provisions.

**JSC6519-20****Platforms for our Places Progress Report (July - December 2019)**

Before the Committee was a report by the Chief Executive, copies of which had been circulated to all Members and a copy of which is attached to the signed copy of these minutes as Item 5.

This was the final six-monthly report informing the Committee on the Councils' progress against the commitments and objectives set out in *Platforms for our Places*. It contained an overview of the progress on delivering the ambitions and commitments set out in *Platforms for our Places* and highlighted certain areas of strategic importance.

The Councils had been clear that *Platforms for our Places* was an ambitious strategic programme, designed to help create the healthy, prosperous and well connected communities that the Councils residents wished to see.

The Councils identified 147 actions in *Platforms for our Places*. At the end of the three years nearly 60% were complete, just over 30% were on-track and primarily reflect ongoing activities within our communities, whilst less than 10% were at potential risk (and would not be completed by year end).

Members welcomed the report, acknowledged the progress over the last 3 years and congratulated officers for all of their work and for making the shortlist of the LGA Awards.

**Decision:**

That the Joint Strategic Committee:

- noted the final progress report on the implementation of *Platforms for our Places* over the period July to December 2019;
- agreed to refer the report to Joint Overview and Scrutiny Committee for its consideration.

**Call In:**

The call-in deadline for this decision will be 5.00pm on 13 December 2019.

**JSC6619-20****Platforms for our Places - Going Further (2020-2022) : Unlocking the Power of People, Communities and our Local Geographies**

Before the Committee was a report by the Chief Executive, copies of which had been circulated to all Members and a copy of which is attached to the signed copy of these minutes as Item 6.

The paper set out a draft direction of travel to guide both Councils through the next three years. It suggested organic evolution rather than dramatic revolution, the title *Platforms for our Places : Going Further* reflected the fact that it was suggested retaining the five Platforms (and the concepts behind them) and sought to build on some of the significant

progress made over the last three years. It built upon the idea that the Councils could not and should not seek to do everything for everyone, rather their role was repurposed to cover provision of essential services and safety nets as well as the creation of Platforms upon which others in the community were able to create and sustain the healthy, prosperous and self-sufficient communities that the Councils places required over the medium and longer term.

The document slightly re-purposed the five Platforms to be:-

- Platform 1 - Prosperous Places
- Platform 2 - Thriving People and Communities
- Platform 3 - Tackling Climate Change and Supporting our Natural Environment
- Platform 4 - Good Services and New Solutions
- Platform 5 - Leadership of Place

Under-pining each were a series of commitments for the Councils (and a range of key stakeholders) to create, sustain, or further develop the Platforms.

Members welcomed the continued work with the NHS and expressed their support for the proposed direction of travel.

#### **Decision:**

The Joint Strategic Committee considered the draft *Platforms for our Places : Going Further* approach, and recommended its approval to both Adur and Worthing Councils as a key core strategic document for the next three years.

#### **Call In:**

There is no call-in for recommendations to Council.

### **JSC6719-20            Working towards the 2030 target - Adur & Worthing Councils' Carbon Neutral Plan**

Before the Committee was a report by the Director for Digital & Resources, copies of which had been circulated to all Members and a copy of which is attached to the signed copy of these minutes as Item 7.

The Committee was reminded that on 9 July 2019 it had declared a 'Climate Emergency'. As part of the declaration, Members committed to:

- 'go beyond the previously set 2050 target adopted by Adur & Worthing Councils in 2018 and work towards becoming carbon neutral by 2030'; and
- produce 'an outline strategy on how the Councils would work towards the carbon neutral target. The strategy was to be produced by January 2020 at the latest'.

The Carbon Reduction Plan had been produced: '**Adur & Worthing Councils' Carbon Neutral Plan: Working towards the 2030 target**'. The report brought the draft plan to

members and sought approval for its adoption ahead of the scheduled January 2020 deadline.

The Plan set out an ambitious, challenging and yet achievable pathway for the Councils to become carbon neutral by 2030. The report identified potential delivery mechanisms and identified synergies with capital programme works which provided opportunities for successful implementation of the Plan.

It was noted that the best way for Adur and Worthing Councils to influence others, in regards to this very important piece of work, was to be seen doing the right things and become exemplars.

Members were pleased to see the Councils responding to residents priorities and stated that the contents of the report demonstrated their seriousness in doing so.

### **Decision:**

The Joint Strategic Committee:-

1. noted that the carbon reduction plan identified an achievable pathway for the councils to become carbon neutral by 2030; and the resources already in place to progress with this work;
2. approved the adoption of the '*Adur & Worthing Councils' Carbon Neutral Plan: Working towards the 2030 target*';
3. delegated authority to the Director of Digital & Resources in consultation with the relevant Executive Member to make minor amendments to the Plan prior to publication, in particular the addition of information on business travel.

### **Call In:**

The call-in deadline for this decision will be 5.00pm on 13 December 2019.

## **JSC6819-20                      SustainableAW Refresh - increasing ambition and deepening engagement**

Before the Committee was a report by the Director for Digital & Resources, copies of which had been circulated to all Members and a copy of which is attached to the signed copy of these minutes as Item 8.

The report updated members on the successful implementation of *SustainableAW 2019-20*, the councils' framework for action on sustainability. In several areas, performance had excelled.

The Committee was presented with an improved version of *SustainableAW* for the 2020-23 period. The improved version introduced greater ambition; four additional areas of action; and proposed deeper engagement and collaboration with the local community and stakeholders.

It was noted that *SustainableAW* was intended to provide a framework to address the crisis in natural ecosystems and the Climate Emergency declared by members at Joint Strategic Committee on 9 July 2019.

Members were asked to adopt the new *Draft SustainableAW 2020-23*.

During consideration of the item, Members acknowledged the increased scope of this work, the level of public engagement and the need for cross party support. The importance of enabling input from young residents of Adur and Worthing was highlighted.

**Decision:**

The Joint Strategic Committee

1. noted the success of *SustainableAW 2019-2020*;
2. approved the adoption of *SustainableAW 2020-23*.

**Call In:**

The call-in deadline for this decision will be 5.00pm on 13 December 2019.

**JSC6919-20                      2nd Revenue Budget Monitoring Report (Q2)**

Before the Committee was a report by the Director for Digital & Resources, copies of which had been circulated to all Members and a copy of which is attached to the signed copy of these minutes as Item 9.

The report updated the Joint Strategic Committee with the latest expenditure and income projections for each Council in the current financial year 2019/20, compared to the Revenue Budget approved by both Councils in February. Whilst the 'spend to date' would be the position at the 30 September 2019, the forecast position would reflect the latest information available to ensure an up-to-date forecast was presented.

It was noted that the Councils had positioned themselves to manage risk and contribute to reserves for the future. After allowing for the initiatives undertaken to enable this and for the revision of project delivery into the future, the operational underspends were projected to be £140,000 in Adur and £164,000 in Worthing.

**Decision:**

The Joint Strategic Committee noted the report and projected outturn position for the Joint Committee, Adur District Council and Worthing Borough Council against the approved revenue budgets and proposed use of reserves set out in Appendix 1b and 2b to the report.

**Call In:**

The call-in deadline for this decision will be 5.00pm on 13 December 2019.

\* *Councillor David Simmons left the meeting at 7.31pm*

Before the Committee was a report by the Director for Digital & Resources, copies of which had been circulated to all Members and a copy of which is attached to the signed copy of these minutes as Item 10.

The report updated the Joint Strategic Committee on the progress made on the 2019/20 Capital Investment Programmes for Adur District Council and Worthing Borough Council. The programmes included schemes which supported the delivery of services by the Joint Strategic Committee.

Members acknowledged the increased spend for the Shoreham Aircrash Memorial and the refurbishment work outlined for Worthing Theatres.

**Decision:**

The Joint Strategic Committee:-

**(a) With respect to the Capital Investment Programme of Adur District Council**

- i) noted the reprofiling of the Adur District Council capital schemes as advised in paragraphs 7.2.1 and Appendix 3;
- ii) approved the use of ring-fenced capital receipts to fund the overspend of £16,300 on the Shoreham Air Crash Memorial Project as detailed in paragraph 7.2.3;
- iii) noted the confirmation of grant funding of £500,000 from the Shoreham Harbour Grant towards the Coast Protection Works at Shoreham Western Harbour Arm as detailed in paragraph 7.2.4;
- iv) noted the overspend on the purchase of wheeled bins for the new alternate weekly collection service and approved the funding as detailed in paragraph 7.1.2.

**(b) With respect to the Capital Investment Programme of Worthing Borough Council**

- i) noted the reprofiling of the Worthing Borough Council capital schemes as advised in paragraphs 7.3.1 and Appendix 4;
- ii) noted the overspend on the purchase of wheeled bins for the new alternate weekly collection service and approved the funding of the overspend as detailed in paragraph 7.1.2;
- iii) approved the transfer of funding for urgent health and safety works required to the Assembly Hall and Pavilion Theatre as detailed in paragraph 7.3.2.

**Call In:**

The call-in deadline for this decision will be 5.00pm on 13 December 2019.

**JSC7119-20****Financially Sustainable Councils: Update to the 2020/21 - 2024/25 budget forecast and savings proposals for 2020/21**

Before the Committee was a report by the Director for Digital & Resources, copies of which had been circulated to all Members and a copy of which is attached to the signed copy of these minutes as Item 11.

The report provided an overview of the delivery of our sustainable councils financial strategy for 2020/21, along with details of the proposals that would help deliver a balanced budget for the next financial year and beyond.

The report outlined the medium term financial challenge through to 2024/25, and set out performance in the key strategic areas of commercialisation, service and digital transformation, affordable housing and strategic property investment.

Contained within the report were specific proposals to increase income, deliver efficiency, and other savings initiatives for 2020/21. The Committee was asked to support the savings proposals.

Members welcomed the report and thanked officers for their work.

**Decision:**

The Joint Strategic Committee

- (i) noted the current 5 year forecast;
- (ii) noted the committed growth items as set out in appendix 2;
- (iii) approved the proposed savings as set out in appendix 3;
- (iv) recommended that both Adur and Worthing Councils approve the use of capital flexibilities to fund the costs associated with delivering the initiatives outlined in Appendix 4.

**Call In:**

The call-in deadline for decisions (i), (ii) and (iii) will be 5.00pm on 13 December 2019.

There is no call-in for recommendations to Council, decision (iv).

**JSC7219-20****Investing for the future: Capital Programme 2020/21 to 2022/23**

Before the Committee was a report by the Director for Digital & Resources, copies of which had been circulated to all Members and a copy of which is attached to the signed copy of these minutes as Item 12.

The Councils annually approved a two year capital programme on a rolling basis. Last year, the Councils approved a programme for 2019/20 to 2020/21. Members were now asked to approve the programme for 2020/21 - 2021/22 along with a further indicative year. The report recommended:

- changes to the approved 2020/21 Capital Investment Programme for Adur District Council, Worthing Borough Council and the Joint Strategic Committee;
- the schemes for inclusion in the overall Capital Investment Programmes for 2021/22; and
- an indicative list of schemes for 2022/23 which would be confirmed next year.

The report also informed the Joint Strategic Committee of the resources available for future capital investment, and updated Members about the financing of the proposed programmes.

Members were pleased to see a wide range of work coming forward including projects at Brooklands Park and for Worthing Town Centre Car Parks.

### **Decision:**

The Joint Strategic Committee:-

- considered the General Fund Capital Investment Programmes for 2021/22 and 2022/23 and confirmed the schemes to be included as detailed in Appendix 2, 3 and 4;
- approved the changes to the General Fund Capital Investment Programme for 2020/21 as detailed in Appendix 2 and 3;
- approved the Adur District Council Adur Homes Housing Renovation Programme 2021/22 - 2022/23 as detailed in Appendix 5;
- agreed the amendments and additions to the reserve lists as detailed in Appendices 6 and 7;
- recommended the 2021/22 and 2022/23 Programmes for approval by the Adur and Worthing Councils on the 19 December 2019 and 17 December 2019 respectively.

### **Call In:**

The call-in deadline for decisions (a), (b), (c) and (d) will be 5.00pm on 13 December 2019.

There is no call-in for recommendations to Council (e).

### **JSC7319-20**

### **Mid Year Review of Treasury Management 2019-20, Adur District Council and Worthing Borough Council**

Before the Committee was a report by the Director for Digital & Resources, copies of which had been circulated to all Members and a copy of which is attached to the signed copy of these minutes as Item 13.

The report asked Members to note the Treasury Management mid-year performance for Adur and Worthing Councils at the 30 September 2019, as required by regulations issued under the Local Government Act 2003.

During consideration of the item, it was proposed and seconded that the limitation on investments in Money Market Funds, of £5m or 30% of investments for more than a week, be removed from the Treasury Management Strategy Statement and the Annual Investment Strategy.

**Decision:**

The Joint Strategic Committee noted the report and recommended that Adur and Worthing Councils approve the proposed amendment of the Treasury Management Strategy Statement as set out in paragraph 6.4 of the report.

**Call In:**

There is no call-in for recommendations to Council.

The meeting was declared closed by the Chairman at 7.53 pm, it having commenced at 6.30 pm

**Chairman**