

Report of the Leader on Decisions taken by Executive Members and the Joint Strategic Committee since the last meeting of Council

A Decisions Taken by Individual Executive Members

Listed below is a summary of decisions taken by the individual Executive Members since the despatch of the agenda for the last Ordinary Council Meeting. Full details can be found on the Executive Members Decisions webpage

Leader

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Executive Member for Regeneration

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Executive Member for Resources

W/LDR/RES/010/19-20 Strategic Property Investment Fund budget

Executive Member for Customer Services

JAW/026/19-20 West Sussex Disabled Facilities Grants Policy 2020-2024

JAW/028/19-20 Entering into Contract for the Conversion of Property at 151

Rowlands Road, Worthing BN11 3LE for use as Temporary Accommodation

Executive Member for Digital and Environmental Services

JAW/023/19-20 IT Procurement for The Supply, Implementation and Maintenance of an Environmental Health, Private Sector Housing and Licensing IT Solution

JAW/025/19-20 Award of Contract - Highdown Gardens

Executive Member for Health and Wellbeing

JAW/022/19-20 Eastbrook Manor and Sussex Community Development Association

- Underwriting of TUPE costs

JAW/024/19-20 Food Service Delivery Plan for 2019-20

B. Decisions taken by the Joint Strategic Committee on 14.01.2020

Items related to Adur District Council are not reproduced on this agenda.

Full details can be found [by clicking on this link](#)

The matters not appearing elsewhere on the agenda:-

JSC/081/19-20 A Climate Assembly for Adur & Worthing

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 set out Adur & Worthing Councils' strong commitment to tackling climate change locally, outlining progress so far, including community engagement activities

It proposed the establishment of a Climate Assembly in 2020/21, to create a robust, independent and representative engagement approach with our local communities on climate change and ecological issues.

Members gave consideration to the cost of facilitating the proposed Climate Assembly, the procurement process for including the number of interested parties and who would sit on the assembly.

The Committee expressed support for the proposals and welcomed the progress made so far. It was also noted that the assembly was not just about climate change, but how the community got involved with Adur and Worthing Councils decision-making.

Decision:

The Joint Strategic Committee

1. noted the strong progress made with the climate change agenda;
2. agreed to establish a Climate Assembly in 2020/21, funded from the Business Development budget at a cost of £42,000 for Worthing Borough Council and £28,000 for Adur District Council.

JSC/082/19-20 Preventing anti-social behaviour: Trialling the extension of Community Protection Notice powers with Worthing Homes

Before the Committee was a report by the Director for Communities, 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.

It was noted that Community Protection Notices were part of the legal remedies available to the Councils to address anti-social behaviour and were used as an early intervention warning and enforcement measure.

The report considered a request to extend those powers to Worthing Homes for a one year pilot, as an early intervention measure with tenants that were involved in anti-social behaviour.

A Member sought clarification regarding the compliance rates following Community Protection Warnings set out in paragraph 3.7 of the report. Officers confirmed that there was compliance of 72% following the issue of Community Protection Warnings and compliance of 96% following the issue of a notice.

The Committee welcomed the proposals, acknowledging the importance of joined up working in relation to this issue.

Decision:

The Joint Strategic Committee

- 1) noted the background to Community Protection Notices as an early intervention approach for anti-social behaviour;
- 2) considered the proposals set out in the report and agreed to delegate authority to Worthing Homes for issuing Community Protection Warnings and Notices for a pilot period of one year;
- 3) noted that the pilot, if agreed, would be subject to review meetings and monitoring of these measures.

JSC/083/19-20 Creation of a new Trust for Highdown Gardens

Before the Committee was a report by the Director for Communities, 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 sought authority to set up a new Charitable Incorporated Organisation (CIO) to act as an independent development trust charity to raise future funds for Highdown Gardens, following the successful application for funding to the National Lottery Heritage Fund (NLHF), in order to form part of the long term business plan for the sustainability of the Gardens.

The report provided the background to the recommendations and a number of options that had been considered as part of the process, including information on the legal status of Highdown Gardens, which were bequeathed to the Council in Trust,

by Lady Stern in 1968. The existing Charitable Trust was set up in 1968 in response to this bequest, with the Council being the sole Trustee.

Decision:

The Joint Strategic Committee:-

- i) approved the establishment of an independent development trust charity (CIO), whose sole aim was to raise funds for Highdown Gardens;
- ii) approved the appointment of the Head of Environmental Services to the Board of Directors of the new CIO;
- iii) delegated authority to the Director for Communities to appoint the trustees of the new CIO in consultation with the Worthing Borough Council Executive Member for Digital & Environmental Services;
- iv) approved the objectives of the CIO as set out in Appendix 1 to the report;
- v) approved the Director of Communities registering the new CIO with the Charity Commission.

C. Decisions taken by the Joint Strategic Committee on 11.02.2020

Items related to Adur District Council are not reproduced on this agenda.

Full details can be found [by clicking on this link](#)

The matters not appearing elsewhere on the agenda:-

JSC/091/19-20 Final Revenue Budget Estimates for 2020/21

The Committee received the final budget report of the year which was the culmination of the annual budgeting exercise. The report asked members to consider:

- the final revenue estimates for 2020/21 including any adjustments arising from settlement;
- an updated outline 5-year forecast.

The budgets reflected the decisions taken by members to date in relation to agreed savings proposals and any committed growth. The budgets were still to be adjusted for the proposals to invest in services detailed in Appendix 2 which were considered by the Executives last week.

The budget was analysed by Executive member portfolio. In addition, the draft estimates for 2020/21 had been prepared, in accordance with the requirements of the Service Reporting Code of Practice for Local Authorities (except in relation to pension cost adjustments that did not impact either on the Budget Requirement or the Council Tax Requirement).

The respective Adur and Worthing 2020/21 Estimates and Council Tax setting reports had already been considered by the Worthing Executive on 3 February 2020 and the Adur Executive on 4 February 2020. Both the estimates for Adur District Council and Worthing Borough Council included their respective share of the cost of the Joint Strategic Committee.

It was noted that both Councils had received the final written settlement which was due to be debated by the government in the week beginning 24 February 2020. Officers advised that no changes to the settlement were anticipated.

Decision:

The Joint Strategic Committee:

- 1) noted the proposals to invest in services outlined in Appendix 2 which were considered at the Executive meetings in early February;
- 2) agreed to the proposed 2020/21 budget detailed in Appendix 3.

JSC/093/19-20 Beyond Consultation: Engaging Adur and Worthing - Adur & Worthing Councils' Engagement Guide

The Committee agreed to consult on the document '*Engaging Adur and Worthing*' in November 2019. That consultation concluded on 17 January 2020.

At the Committee's request, the revised *Engaging Adur and Worthing - Adur & Worthing Councils' Engagement Guide* (Attachment A) was being presented for agreement following the consultation process which involved members of the public, staff and elected members.

A consultation report (Attachment B) had been prepared to provide a summary of the responses received and how officers had sought to incorporate these into the revised Guide which did not represent a significant change from the draft Guide considered by the Committee in November 2019.

Officers had also used the consultation process to update the Councils' website, as recommended by the Joint Overview and Security Committee, making it easier for the Councils' communities to get involved, have their say and stay informed.

Members considered the number of responses to the consultation and the weight that should be given to them. Officers advised that a similar point had been raised at the Joint Overview & Scrutiny Committee meeting which had considered the guide. It was noted that consultation formed a part of the decision making process, but a number of strands of information were considered by Officers.

A Member sought clarification regarding the consistency of reporting and whether any structure was in place. Officers advised that the objective of the proposed toolkit was to enable the Councils to be more consistent in their approach to engagement.

Decision:

The Joint Strategic Committee:

1. noted the comments on the draft Engagement Guide outlined in the Consultation Report (Attachment B);
2. agreed to the Councils' adopting *Engaging Adur and Worthing - Adur & Worthing Councils' Engagement Guide* (Attachment A), replacing the Adur & Worthing Councils' Consultation Policy Statement;
3. noted the updates to the Councils' website to support our communities to get involved, have their say and stay informed on the Councils' activities.

Reports and decisions are available on the Council's web site adur-worthing.gov.uk or as indicated in each of the paragraphs above. Some of the reports contain exempt information and not fully published on the websites.

Councillor Daniel Humphreys
Leader of the Council