



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 dispatch of the agenda for the last ordinary Council Meeting. Full details can be found on the [Executive Members Decisions webpage](#).

Leader

Executive Member for Regeneration

REG/005/20-21 Response to White Paper 'Planning for the Future'

Executive Member for Resources

RES/003/20-21 Irrecoverable Debts - Council Tax and National Non-Domestic Rates

RES/004/20-21 Irrecoverable Debts - Overpaid Housing Benefit

JAW015/20-21 Award of Contract - Low-code Digital Platform

Executive Member for Customer Services

JAW014/20-21 Replacement Fire Door Programme

Executive Member for the Environment

JAW013/20-21 Brooklands Lake - Outfall Replacement

Executive Member for Health and Wellbeing

B. Decisions Taken by the Joint Strategic Committee on 3 November 2020

JSC/067/20-21 Working towards the councils' carbon neutral target: progress update

Before the Committee was a report by the Director for Digital, Sustainability and 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 5.

On 9 July 2019, the Joint Strategic Committee (JSC) declared a 'Climate Emergency'. As part of the declaration, Members committed to *work towards becoming carbon neutral by 2030*.

In December 2019, the JSC approved the adoption of the councils *Carbon Neutral Plan* which set out an ambitious pathway for Adur and Worthing Councils to become carbon neutral by 2030. The Councils had also made a voluntary commitment under the Government's *Emissions Reduction Pledge 2020* to report annually on carbon emission reductions.

The report presented the first year's carbon emissions report. To achieve the 2030 carbon neutral target, an average reduction of 10% would need to be achieved annually. When compared to 2018/19, emissions from the Councils' buildings and vehicles reduced by more than 13% in the past year.

Due to new data becoming available, it was proposed to re-baseline the council's carbon emissions to ensure greater accuracy in the coming years

An outline of future carbon reduction projects was also presented (Section 6).

A Member sought clarification regarding plans to retrofit Council housing heating systems and requiring developers to provide electric heating and energy storage and the provision of a solar farm as outlined in 6.2.2 of the report. Officers confirmed that a report would be brought forward (to the December JSC meeting) regarding solar opportunities on Council owned buildings and land. Both Councils were in the process of reviewing and refreshing their Local Plans which informed the approach to development and seeks to reflect the formative Environment Bill which looks towards net biodiversity gain. The Worthing Local Plan, which will be the first to be refreshed, would look to adopt the UN Sustainability Goals as a foundation stone to the Council's approach. It was also noted that in regards to Social Housing, Officers from the Carbon Reduction Team were working with colleagues in Adur Homes to understand the data currently available and have recently submitted a bid to the Greater South East Energy Hub to work with them and external consultants to take a holistic view of the energy performance of Adur's housing stock. If the bid is successful, it will develop a plan which the Council can build into the Capital Investment Programme going forward, with a minimum aim for that is for all social housing properties under the Adur Homes banner to be of an EPC C by 2030 but Officers would look to go beyond that where possible.

Members welcomed the report, noting the 13.85% reduction in emissions in 2019/20 and sought clarity in relation to the reductions forecast for 2020/21 and the effect of lockdown on emissions during this period. Officers advised that some of the big projects would be implemented and start to deliver benefits past the current year which meant the Councils performance would be rather varied over the next couple of years. It was likely that the Councils would see an impact related to the reduced use of buildings during Covid although these hadn't been factored into the comments at this stage. The Councils would need to wait and see what the data

revealed in this regard. Over 80% of the Councils vehicle emissions came from refuse vehicles which were some of the older vehicles in the fleet. Officers agreed to provide more information on age and performance of vehicles after the meeting. It was noted that Shoreham Port were considering the installation of a Hydrogen Pump where Hydrogen Fuel Cell vehicles would be able to refuel.

The recommendations in the report were proposed by Councillor Daniel Humphreys, seconded by Councillor Neil Parkin and were unanimously supported by the Committee.

Decision:

The Joint Strategic Committee

1. noted the Councils' current carbon emissions and emerging carbon reduction work programme for 2020/21 and 2021/22 which aimed to deliver meaningful carbon reductions in the years ahead;
2. approved the publication of the carbon emissions report on the council website; and
3. approved the submission of these figures to the government department of Business Energy and Industrial Strategy (BEIS) under the voluntary Emissions Reduction Pledge 2020.

JSC/068/20-21 Joint Overview & Scrutiny Committee Review of Climate Change

Before the Committee was a report by the Director for Digital, Sustainability and 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 6.

Councillor Catherine Arnold, Chairman of the JOSC Review of Climate Change Working Group, attended the meeting to present the Group's recommendations.

The Joint Strategic Committee (JSC) was asked to receive and note the findings and recommendations of the Joint Overview and Scrutiny Committee (JOSC) review of climate change issues. Those recommendations followed on from the discussions of a Working Group set up by JOSC. A copy of the report from the Working Group was attached as Appendix 1 to the report.

The Working Group was pleased that there was work being undertaken by the Councils to address climate change, however, it identified some strong recommendations to help the Councils and other partners tackle climate change and to help the Councils keep on course to meet the aims of Sustainable Adur & Worthing and to help the Councils tackle some of the biggest environmental issues of this time.

Members gave consideration to the scope of the Working Group and the ability of the Councils to influence the work of West Sussex County Council. It was noted that Members wished to see a greater focus on matters that were within Adur and Worthing Councils remit and affordability.

During consideration of recommendation 7.4, Members highlighted the need to support local business and balance the size of contract with expectations regarding carbon reduction.

Members wanted to see more information regarding the costs of implementing the recommendations of the Working Group and the impacts this may have on local residents.

The recommendations at 2.1 and 2.2 in the covering report were proposed by Councillor Daniel Humphreys, seconded by Councillor Angus Dunn and were unanimously supported by the Committee.

Decision:

The Joint Strategic Committee.

1. noted the report, findings and recommendations from the JOSC Working Group; and
2. agreed to receive a report in January 2021 on the issues raised by the JOSC Working Group and consideration of the implications for each recommendation contained in the Scrutiny report at Appendix 1 in order for the Executive to provide a formal response to JOSC.

JSC/069/20-21 Joint Overview & Scrutiny Committee Review of Adur Homes Repairs and maintenance service

Before the Committee was a report by the Director for Digital, Sustainability & 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.

Councillor Stephen Chipp, Chairman of the JOSC Review of Adur Homes Repairs and Maintenance Service Working Group, attended the meeting to present the Group's recommendations.

The Joint Strategic Committee (JSC) was asked to receive and note the findings and recommendations of the Joint Overview and Scrutiny Committee (JOSC) review of the Adur Homes Repairs and maintenance service. The recommendations followed on from the discussions of a Working Group set up by JOSC. A copy of the report from the Working Group was attached as Appendix 1 to the report.

The JOSC Working Group was briefed on the changes that had been made and were being made to the delivery of the Adur Homes Repairs and Maintenance Service. The Working Group had recognised and accepted that the full improvement of the repairs and maintenance service was not a quick process and would take time to deliver. However, the Working Group had strongly recommended that the Adur District Council Executive Member for Customer Services and senior officers put in place a transformation programme that set out a timetable to implement improvements to Adur Homes core business of the provision of social housing. The Working Group was also recommending that the transformation programme be endorsed by the Joint Strategic Committee and appropriate progress reporting was implemented in order to ensure that decisions were made to support the transformation programme on a timely basis.

The Committee acknowledged that there had been issues with the maintenance and repair service and that the Working Group report put his problems into a single report that could be used to benchmark progress moving forwards.

The ACF representative welcomed the report and informed members that it had been very hard work for residents to get things done. She wanted Adur District Council to take the issues raised seriously and asked whether a timeline for implementation would be provided.

The recommendations at 2.1 and 2.2 in the covering report were proposed by Councillor Carson Albury, seconded by Councillor Angus Dunn and were unanimously supported by the Committee.

Decision:

The Joint Strategic Committee

1. noted the report, findings and recommendations from the JOSC Working Group; and
2. agreed to receive a report in January 2021 on the issues raised by the JOSC Working Group and consideration of the implications for each recommendation contained in the Scrutiny report at Appendix 1, incorporating a timeline for implementation, in order for the Executive to provide a formal response to the JOSC.

JSC/070/20-21 Re-Opening Adur Leisure Facilities

Before the Committee was a report by the Director for the Economy, 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 of the Committee on the negotiations and progress towards making a direct award to South Downs Leisure (SDL) to secure the sustainable re-opening of leisure facilities in Adur.

Members considered the annual budget for the operation of the ACL contract for 2020/21, the suitability of entering into a contract with SDL and where the additional budget for management of the Leisure Facilities in 2020/21 would come from. In addition, consideration was given to staffing and future membership.

The Committee welcomed the report and thanked officers for their work in bringing forward the proposals. The recommendations in the report were proposed by Councillor Emma Evans, seconded by Councillor Carson Albury and were unanimously supported by the Committee.

Decision:

The Joint Strategic Committee

- a. noted the current negotiations to progress a direct award with South Downs Leisure (prior to the Director for the Economy exercising his delegated authority to award the contract in consultation with the Executive Member for the Environment and the Leader of the Council);
- b. approved additional budget of £282,870 for the management of the Leisure Facilities in 2020/21, funded from the emergency grant provided by the government; and
- c. noted that a direct award was subject to South Down Leisure's governance processes.

C. Decisions Taken by the Joint Strategic Committee on 1 December 2020

JSC/077/20-21 Chief Executive's use of Urgency Powers during the Covid-19 Global Pandemic

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.

Due to the current pandemic situation it had been necessary for the Councils to respond very quickly during the emergency which had necessitated, on some occasions, needing to make decisions as a matter of urgency.

The Chief Executive had therefore been called upon to use his powers to make an urgent decision regarding the payment of grants to businesses and the report advised Members of the Executive of the executive decision made, and asked for their endorsement of those decisions.

The Committee noted that to date, Adur District Council had received 257 applications for LRSG and had approved / paid 205, Worthing Borough Council had received 656 applications for LRSG and had approved / paid 582.

The Committee was advised that to enable the Councils to issue further covid business grant funding during transitions between tiered systems, the following additional delegation was proposed

"The Joint Strategic Committee was further recommended to delegate authority to the Chief Executive to administer grant funding associated with future tiered covid alert levels. This would include the requirement to create associated budgets to enable schemes to be delivered."

The recommendations, as amended, were proposed by Councillor Daniel Humphreys, seconded by Councillor Kevin Boram and were unanimously supported by the Committee.

Decision:

The Joint Strategic Committee

- noted the content of the report and endorsed the decisions made by the Chief Executive; and
- delegated authority to the Chief Executive to administer grant funding associated with future tiered covid alert levels. This would include the requirement to create associated budgets to enable schemes to be delivered.

JSC/078/20-21 Platforms for our Places - Going Further Progress Report

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.

This was the 6 monthly report informing the Committee of the Councils progress against the commitments set out in "*Platforms for our Places : Going Further*".

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

The impact of the Covid-19 pandemic, had inevitably had an impact on progress against some of the commitments and those were specifically identified in the report. In some areas the impact of the pandemic had enabled the Councils to develop things further and faster (for example economic interventions) than might otherwise have been the case. This report also picked up progress against the "*And Then ...*" objectives (Adur & Worthing Councils response to the easing of the first national lockdown).

The Committee welcomed the update and thanked teams for all of the work undertaken.

The recommendations in the report were unanimously supported by the Committee.

Decision:

The Joint Strategic Committee noted and considered the 6 months progress report on the implementation of “*Platforms for our Places : Going Further*” and “*And Then ...*” over the period July to December 2020 and agreed to refer the report to Joint Overview and Scrutiny Committee for their consideration.

JSC/079/20-21 2nd Revenue Budget Monitoring Report (Q2)

Before the Committee was a report by the Director for Digital, Sustainability & 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 report updated the Committee with the latest expenditure and income projections for each Council in the current financial year 2020/21, compared with the Revenue Budget approved by both Councils in February. Whilst the 'spend to date' would be the position as at the 30th September 2020, the forecast position reflected the latest information available to ensure an up-to-date forecast was presented.

As at quarter 2, the projection for the 2020/21 financial year were net operational budget overspends of £920,000 in Adur and £3,897,000 in Worthing. Government funding in the form of grants and the Income Guarantee Scheme would offset this and it was estimated that the outturn position would be a net underspend of £376,000 in Adur and a net overspend in Worthing of £9,000. A breakdown was set out in section 4.4 of the report.

The recommendations in the report were unanimously supported by the Committee.

Decision:

The Joint Strategic Committee

- I. 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; and
- II. noted the revised 2019/20 outturn position and use of reserves for Adur District Council and Worthing Borough Council against the approved 2019/20 revenue budgets.

JSC/080/20-21 2nd Quarter Capital Investment Programme & Projects Monitoring 2020/21

Before the Committee was a report by the Director for Digital, Sustainability & 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 the Committee on the progress made on the 2020/21 Capital Investment Programmes for Adur District Council, Worthing Borough Council. The programmes included schemes which supported the delivery of services by the Joint Services Committee.

The recommendations in the report were proposed by Councillor Daniel Humphreys, seconded by Councillor Val Turner and unanimously supported by the Committee.

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 7.1.1 and Appendix 3;
- ii) approved the bringing forward of the budget for tree replacements from 2021/22 to 2020/21 to replace trees affected by Ash Dieback as detailed in paragraph 7.1.3;
- iii) approved the virement of £50,000 from the Sompting Play Area improvements to fund a hard standing area and recreational equipment at Buckingham Park and include the new scheme in the 2020/21 Capital Investment Programme as detailed in paragraph 7.1.4;
- iv) approved the virement to fund the current overspend on the refurbishment of Fort Haven Public Conveniences as detailed in paragraph 7.1.5.

JSC/081/20-21 Towards a sustainable financial position - Budget update

Before the Committee was a report by the Director for Digital, Sustainability & 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 provided members with a progress report on the delivery of the financial strategy for 2021/22, 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 2025/26 and updated members, where possible, on government funding proposals.

Contained within the report were specific budget proposals to increase income, to deliver efficiency, and other savings initiatives for 2021/22. Members were asked to support the savings proposals.

The recommendations in the report were proposed by Councillor Daniel Humphreys, seconded by Councillor Neil Parkin and unanimously supported by the Committee.

Decision:

The Joint Strategic Committee

- (i) noted the current 5 year forecasts;
- (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 Adur and Worthing Councils approve the use of capital resources to fund savings proposals as set out in the capital flexibilities schedule in Appendix 4.

JSC/082/20-21 Investing in our Places - Capital Programme 2021/22 to 2023/24

Before the Committee was a report by the Director for Digital, Sustainability & 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.

Every year the Councils approved a two year capital programme on a rolling basis. Last year the Councils approved a two-year programme for 2020/21 to 2021/22, members were now asked to approve the new schemes for 2022/23 to create the next two year programme along with a further indicative year. The report recommended:

- changes to the currently approved 2021/22 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 2022/23; and
- an indicative list of schemes for 2023/24 which would be confirmed next year.

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

Members welcomed the proposals whilst acknowledging the value of investment in Adur and Worthing to maintain and improve.

The recommendations in the report were proposed by Councillor Daniel Humphreys, seconded by Councillor Kevin Jenkins and were unanimously supported by the Committee.

Decision:

The Joint Strategic Committee

- (a) considered the General Fund Capital Investment Programmes for 2022/23 and 2023/24 and confirmed the schemes to be included as detailed in Appendix 2, 3 and 4;
- (b) approved the changes to the General Fund Capital Investment Programme for 2021/22 as detailed in Appendix 2 and 3;
- (c) recommended the full programme detailed at Appendices 5 and 6 for approval by the respective Councils on the 17th December 2020 (Adur) and 15th December 2020 (Worthing).
- (d) noted the amendments and additions to the reserve lists as detailed in Appendices 7 and 8;

JSC/083/20-21 Mid Year Review of Treasury Management 2020-21, Adur District Council and Worthing Borough Council

Before the Committee was a report by the Director for Digital, Sustainability & 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 asked Members to note the Treasury Management mid-year performance for Adur and Worthing Councils at the 30 September 2020, as required by regulations issued under the Local Government Act 2003.

The Committee was informed that from 26 November the PWLB had reduced borrowing rates to gilt plus 100 basis points which would support the Councils capital projects in the future.

The recommendation in the report was unanimously supported by the Committee.

Decision:

That the Joint Strategic Committee noted the contents of the report and the changes to the investment limits which the Committee approved on 9th June 2020.

JSC/084/20-21 Council Tax Support Schemes for 2021/22

Before the Committee was a report by the Director for Digital, Sustainability & 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 Committee was asked to recommend to the respective Full Councils the Council Tax Support Schemes in respect of 2021/22.

Members welcomed the report and expressed support for the proposals.

The recommendations in the report were proposed by Councillor Daniel Humphreys, seconded by Councillor Heather Mercer and unanimously supported by the Committee.

Decision:

That the Joint Strategic Committee

- a. noted the content of the report;
- b. recommended to Adur District Council that the Council Tax Support scheme for Adur District Council in respect of working age customers for 2021/22
 - i. Should be based upon the scheme for 2020/21 with no restrictions; and
 - ii. No other changes should be made beyond necessary technical amendments required to keep the scheme consistent with the national rules in respect of Housing Benefit.

JSC/085/20-21 Annual Summary of Risks & Opportunities

Before the Committee was a report by the Director for Digital, Sustainability & 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 provided the annual updates on the Councils' Corporate Risks and Opportunities and their management.

The recommendations in the report were unanimously supported by the Committee.

Decision:

That the Joint Strategic Committee

- 1) noted the progress in managing the Corporate Risks and Opportunities;
- 2) agreed to receive a further annual progress report in Autumn 2021.

JSC/086/20-21 Review of the Risk & Opportunity Management Strategy

Before the Committee was a report by the Director for Digital, Sustainability & 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 14.

The report provided the detail of the updated Risk and Opportunity Management Strategy (ROMS) for the Councils for 2021 - 2023 which the Committee was requested to consider for approval.

The recommendations in the report were proposed by Councillor Daniel Humphreys, seconded by Councillor Carson Albury and were unanimously supported by the Committee.

Decision:

That the Joint Strategic Committee approved the adoption of the Risk and Opportunity Management Strategy 2021 - 2023, as set out at Appendix A, from 1 January 2021.

JSC/087/20-21 WorkspacesAW - Designing a new model of working following Covid 19

Before the Committee was a report by the Director for Digital, Sustainability & 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 15.

The restrictions imposed to help control Covid-19 changed how the Councils worked and how they provided services overnight. Most notably, the requirement to work from home where possible resulted in a significant reduction in staff coming into the office. Those changes were implemented successfully with a very limited impact on service delivery.

The lessons learnt as a result of the changes provided an opportunity to review how office based services worked once restrictions were eased, designing a more flexible way of working that realised multiple benefits including:

- reduced office footprint, enabling the leasing of space, generating a **net annual revenue saving of £179,740** to support the Councils' medium term financial strategy;

- the operational efficiencies generated by the scheme would create the financial capacity for the **investment in buildings, office space and technology needed to unlock the revenue savings**;
- **vital increased capacity and modernisation of core ICT connectivity**, upgrading WiFi at all Council sites (not just Town Hall and Portland House) and further improving remote working services, creating the necessary stability and capacity for increased data traffic (e.g. video), fast and reliable access to systems, and addressing remaining resilience risks by removing routing via the Town Hall for some key services;
- providing the necessary **building and equipment changes** and upgrades to the Town Hall to accommodate more staff, all delivered **prudently**, e.g. ensuring that office furniture and other equipment was reused and recycled appropriately;
- redesigning how we provide services in line with the Councils Good Service standard, with a particular emphasis on **service accessibility** and increased use of digital channels such as video appointments;
- a more **flexible workforce**, able to work from any location with effective and resilient technology, improving the Councils ability to recruit and retain;
- higher levels of **staff satisfaction**;
- reduced **carbon emissions** associated with running offices and through reduced commuting and business travel.

Organisations across all sectors were reviewing their office accommodation, aiming to reduce overhead costs but also in recognition of the benefits to **recruitment and retention** for offering greater flexibility to staff.

The purpose of the report was to inform members of the work undertaken to date to assess the feasibility of the project and to seek the Committee's approval to release the funding to instigate the project to redesign how the Councils worked to realise the associated savings and benefits.

The Committee applauded the work that had gone into the proposals and recognised the need to be sensible with the use of office space. The Committee acknowledged that home working didn't suit everyone and highlighted the need to maintain the Councils duty of care to staff in relation to Health & Safety and equipment.

The recommendations in the report were proposed by Councillor Daniel Humphreys, seconded by Councillor Angus Dunn and unanimously supported by the Committee.

Decision:

That the Joint Strategic Committee

- a) noted the feasibility work undertaken to date, which concluded that there were significant opportunities to reduce the Council's office footprint, realise financial savings whilst delivering Good Services and creating an effective flexible working environment;
- b) noted the expected net annual savings of approximately £179,740;
- c) noted that project budget allocations were indicative at this stage, with 20% optimism bias and subject to detailed cost analysis and procurement;
- d) recommended that Adur and Worthing Councils approve a capital budget of £2,335,720, on an invest to save basis, as set out in section 7.5 of the report;
- e) agreed to delegate authority to the Executive Members for Resources to review the final business case and give authority to proceed;
- f) approved the use of capital receipts to fund the revenue costs associated with the project utilising the capital flexibilities as set out in paragraph 7.4 of the report.

JSC/088/20-21 Carbon Neutral 2030 - Developing opportunities for solar

Before the Committee was a report by the Director for Digital, Sustainability & 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 16.

The councils had committed under the Climate Emergency Declaration, to work towards being carbon neutral by 2030. A Carbon Neutral Plan set out pathways for the Councils to achieve the target.

Installing renewable energy technologies such as solar photovoltaics (PV) and the potential investment in large scale renewable energy generation were an important strand in the Carbon Neutral Plan to provide zero carbon power and to offset Council emissions.

A full review of solar investment opportunities had been undertaken on Council owned sites and a solar investment strategy developed. The study identified potential for up to 5MW of local renewable electricity generation, equivalent to a reduction of **one third of the Councils' carbon emissions**, (or enough to power 1,500 homes).

Subject to full business cases this would be made up of proposals for roof mounted solar on council buildings, solar carports, and a 3MW solar farm locally. Further work would also be undertaken to investigate the benefits of investing out of area in

large solar schemes, in consultation with the Executive Members for Resources, and with the support of the Major Projects team, with the aim of offsetting residual council carbon emissions, while delivering an acceptable financial return.

Members expressed their support for the proposals and encouraged officers to look at all opportunities in relation to the Councils' buildings.

The recommendations in the report were proposed by Councillor Angus Dunn, seconded by Councillor Ed Crouch and unanimously supported by the Committee.

Decision:

The Joint Strategic Committee

1. approved the direction of travel proposed within the Solar Investment Strategy for investment in small, medium and large scale solar opportunities as set out at paragraph 8.1 in relation to rooftop solar PV and solar carports, to:
 - a. note that a report would be presented to the Executive Members for Resources early in the New Year, with a post procurement business case to proceed with a first phase of rooftop solar PV installations;
 - b. noted that a viability study for a solar carport at Pond Road car park would be produced; and that subject to a successful business case, a report would be brought before the Executive Members for Resources to approve proceeding with installation;
 - c. recommended that Adur District Council create an invest-to-save budget within the HRA Investment Programme of £100,000 for carbon reduction schemes funded through borrowing which could be released on the submission of a business case to the Executive Member of Resources.
2. In relation to a 3MW solar farm on council land, to:
 - a. approved the development of a feasibility study and business case from existing budgets;
 - b. noted that a report would be presented to the Joint Strategic Committee in 2021, if a viable business case was identified.
3. In relation to the potential purchase of large scale commercial solar farm outside the Adur & Worthing area, to:
 - a. acknowledge the strategic intention to explore potential projects for offsetting Council emissions in this way; and noted that if

identified, a solar investment proposal and business case would be brought to the Joint Strategic Committee for consideration.

JSC/089/20-21 Litter Enforcement - East Hampshire District Council

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 17.

The report sought approval to extend the Adur and Worthing Councils litter and dog fouling enforcement authorisations under a deed of delegation to East Hampshire District Council Officers working under EH Commercial Services Ltd.

The Committee acknowledged the high level of public interest in this topic, welcomed the scheme and noted the flexibility in service deployment.

The recommendations in the report were proposed by Councillor Emma Evans, seconded by Councillor Neil Parkin and were unanimously supported by the Committee.

Decision:

That the Joint Strategic Committee

- 1) delegated authority to the Head of Environmental Services to enter a contractual arrangement with EHDC for the provision of delegated enforcement services for littering and dog fouling for an initial 12 month period. The contract must include EHDC's enforcement of littering and dog fouling within Adur and Worthing under a single deed of delegation, but separate administration of the scheme for the District and Borough to include service of Fixed Penalty Notices (FPNs), recovery of charges, management of bad debtors, and management of court hearings associated with non-payment;
- 2) delegated authority to the Head of Environmental Services to make contractual alterations regarding areas covered, number of patrols per week etc to ensure the service is fit for purpose at all times during the contracted period;
- 3) noted that the expenditure of £5,900 in order to set up AWCs on EHDC's back office administration system would be funded from the Councils' VAT contingency budget;
- 4) requested that the Head of Environmental Services report back to the Joint Strategic Committee 12 months into the scheme to ascertain success, and therefore future direction of the contract.

JSC/090/20-21 Extending natural habitat restoration: acquisition of Pad Farm

Before the Committee was a report by the Director for Digital, Sustainability & 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 18.

The report sought the Committee's approval for the purchase of Pad Farm, circa 45 acres of arable farmland in the Adur Valley for the purposes of preserving and enhancing the local natural environment.

Adur Council as landowner would develop plans in collaboration with the Adur Estuary Partnership to restore mudflat and saltmarsh habitat, undertaking tests and trials on managed realignment, consistent with the Adur Catchment Flood Management Plan, subject to successful applications for funding.

In seeking to take a stake, and restore natural habitat, Adur District Council was demonstrating leadership and foresight, recognising the multiple benefits of natural habitats such as natural flood risk management, biodiversity recovery, carbon storage and higher public amenity value.

The Committee noted that it was expected that the project would help develop the mechanisms for compensatory habitat payments from developers as well as other possible forms of investment, such as carbon storage.

The recommendations in the report were proposed by Councillor Angus Dunn, seconded by Councillor Neil Parkin and were unanimously supported by the Committee.

Decision:

That the Joint Strategic Committee

1. recommended that Adur District Council approve the purchase of Pad Farm at an overall cost of £324,000 (comprising a purchase price of £290,000 and up to £34,000 to cover the cost of acquisition including surveys, legal fees and stamp duty) funded by prudential borrowing;
2. delegated authority to the Head of Major Projects and Investment to agree detailed terms of the transaction and enter the contract for the purchase subject to a satisfactory legal and technical due diligence;
3. requested an update report within the next six months providing an overview of maintenance costs, along with a strategy for habitat restoration and an associated funding strategy;

4. agreed that the land would be held for the purposes of conserving and enhancing the natural environment; enhancing biodiversity; and contributing to the Council's ambition of being Carbon Neutral by 2030.

Local Government Act 1972

Background papers

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

Councillor Neil Parkin
Leader of the Council