



## **Updated 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**

- W/REG/002/20-21 Planning and Climate Change Interim Checklist (June 2020)
- W/REG/007/20-21 Release of s106 Funds to help deliver a new footpath through Northbrook Recreation Ground linking to Titnore Lane
- W/REG/008/20-21 S106 Monitoring Fee
- W/REG/009/20-21 Local Development Scheme

##### **Executive Member for Resources**

- JAW/017/20-21 Cannon House Refurbishment
- JAW/018/20-21 2020/21 Local Schemes for Business Rates Discretionary Relief

##### **Executive Member for Customer Services**

- JAW/024/20-21 Purchase of Land at North Road Lancing

*\*The Worthing Executive Member for Customer Services agreed to abstain from the decision as it was an Adur matter.*

##### **Executive Member for Digital and Environmental Services**

- JAW/016/20-21 Award of Contract - Revenues & Benefits system
- JAW/020/20-21 External Funding Award for development of OpenCommunity

##### **Executive Member for Health and Wellbeing**

- JAW/019/20-21 Food Service Delivery Plan for 2020-21

## **B. Decisions taken by the Joint Strategic Committee on 12 January 2021**

*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/099/20-21 Adur & Worthing Climate Assembly: recommendations and next steps of the journey**

The report updated the Joint Strategic Committee on the highly successful and innovative online *Adur and Worthing Climate Assembly* which, following approval by Joint Strategic Committee in January 2020, engaged local residents on the community response to climate change.

The *Adur & Worthing Climate Assembly Recommendations Report* produced by DemSoc and Adur & Worthing Councils was appended to the report and the recommendations were presented by Climate Assembly member Mary Frankland.

Assembly Members had considered the question: *How can we in Adur and Worthing collectively tackle climate change and support our places to thrive? What does this mean for the way we live and for our local environment?*

At the end of the process, members put forward 18 recommendations they felt necessary for communities, organisations and the councils to take forward. These were presented to Committee members.

The report outlined the deliberative process and proposed a series of next steps to follow through on the Assembly recommendations.

Forty Three Assembly members from a variety of backgrounds and ages representing all communities of Adur and Worthing took part in the Assembly. They went through an exacting process over three months, learning about climate challenges and opportunities from expert speakers drawn from national and local organisations.

A Survey of Assembly Members confirmed the Assembly had been a positive experience and would have positive ongoing impact:

- 97% felt inspired by what was achieved by working together
- 83% feel they have more knowledge about climate change
- 89.5% felt the Climate Assembly will lead to positive changes and will support our places to thrive
- 67% want to now get involved in actions to help tackle climate change
- 97% were happy they took part

During consideration of the item, Members discussed the ACOM report, the

continued promotion of cycling and walking, publication of the Councils' Carbon Audits and availability of resources in future to fund the delivery of this work.

Members thanked all of the Climate Assembly Members for their participation and welcomed the ambitious recommendations.

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

**Decision:**

That the Joint Strategic Committee

- I. noted the success of the Climate Assembly and recognised the extraordinary commitment shown by Assembly Members during the 3 month Assembly process;
- II. formally received the Assembly recommendations, in particular those which fell within the remit of the councils to take forward; and
- III. approved the proposed next steps (Appendix 5) to start working up the response to the recommendations.

**JSC/100/20-21 JOSC Review of Climate Change**

The report provided a response and recommendations to the Joint Strategic Committee to the recommendations contained within the Joint Overview and Scrutiny working group review of Climate Change initially presented to this committee in November 2020.

The report by the Joint Overview and Scrutiny Working Group produced 10 recommendations. The very fast moving nature of work on the climate and sustainability agenda through *Platforms for our Places* and *SustainableAW* had seen several of the recommendations implemented since the Working Group concluded.

The recommendations already actioned include:

- 1.1.1. The publication of the annual report on council carbon reduction;
- 1.1.2. Learning from best practice at other councils through the *UK100 Cities* network, the vanguard group local authorities leading on climate best practice;
- 1.1.3. The development of the *Sustainable Procurement Strategy* and *Sustainability Code of Practice*;
- 1.1.4. The development of a *Sustainability Checklist for Planning*;
- 1.1.5. A new *Sustainable Energy Supplementary Planning Document* requiring submission of the energy and carbon strategy of new development;

- 1.1.6. The draft *Worthing Local Plan* has developed energy and carbon standards in advance of national standards; and
- 1.1.7. The allocation of funding for active travel to the County Council, Adur District Council and Worthing Borough Council to enable greater promotion of active travel to the community.

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

**Decision:**

That the Joint Strategic Committee

1. In relation to Recommendation One - agreed that officers add the Fairtrade Directory once updated to the council website under SustainableAW pages;
2. In relation to Recommendation Three on Adur Homes - agreed that officers ensured decarbonisation and energy efficiency opportunities were considered in future Adur Homes capital investment plans.

**JSC/101/20-21      Sustainable Procurement Strategy - driving local, social and environmental value through procurement**

The procurement strategy was last approved in 2017 with an intended life of three years. The report introduced a new Sustainable Procurement Strategy which highlighted the need to continue to transform the Councils approach to procurement in order to deliver the aspirations in *Platforms for our Places: Going further* and greater environmental impact and social value. The Strategy illustrated how improved procurement activity would help deliver the Councils corporate ambitions for *Platforms*.

The Committee gave consideration to the forms of measurement proposed, the Action Plan and Benchmarking against other authorities. Benchmarking was already proposed with Brighton & Hove City Council and members suggested that further benchmarking should also take place with other District / Borough Councils. Members also discussed the make up of the Procurement Working Group and method of implementation.

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

**Decision:**

That the Joint Strategic Committee

- i. approved the Sustainable Procurement Strategy;

- ii. noted the action plan; and
- iii. approved the sustainability code of practice

**JSC/102/20-21      An overview of the Adur and Worthing Public Health Strategy**

The report provided a high level overview of the progress that had been made on the Councils Public Health Strategy, which was due to come to an end March 2021; discussion of the significant work that had been underway in relation to Covid and the challenges the Councils faced to build back in a post-pandemic world, especially around tackling inequalities and being more inclusive; and a starting point for the development of a new strategy during 2021 which would engage partners and communities.

Members welcomed the report acknowledging the impressive range of work that was being undertaken.

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 noted the contents of the report and strategically supported the proposal to develop a 'place based' approach to tackling health inequalities to meet local needs.

**JSC/103/20-21      Partnership Working - National Network of Strategic Coastal Monitoring Programme (2021 to 2027)**

The report brought Members up to date with the actions of the officers to secure continuance of the Southeast Strategic Regional Coastal Monitoring Programme (SSRCMP) through the National Network of Regional Monitoring Programmes (National Programme). Both Adur District Council and Worthing Borough Council delivered this service on behalf of partner organisations.

As part of the SSCRMP the Coastal Monitoring Survey Team within Technical Services had successfully executed the monitoring programme for the coastal frontage between Selsey Bill and Beachy Head (Coastal Cell 4d) since 2002. The current National Programme tranche was due to end on 31st March 2021.

The National Programme led by New Forest District Council (NFDC) sought continuance funding through the Environment Agency as a Flood and Coastal Erosion Risk Management (FCERM) project. If successful, the full cost of the monitoring programme would continue to be met via a Service Level Agreement with NFDC. Confirmation of funding was expected in January/February 2021.

The monitoring programme provided freely available data for the justification, design, performance and impact monitoring of any coastal intervention (defence and protection works), monitoring of coastal change (flood and erosion risk) and the wider benefit of an increased understanding of the effects of climate change.

Members welcomed the report, recognising the added benefits of this long lasting partnership. Consideration was given to the options outlined in paragraph 6.3 of the report and the recommendations put forward.

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

**Decision:**

That the Joint Strategic Committee

- confirmed its continued support of the National Programme subject to the confirmation of grant funding; and
- delegated authority to the Head of Facilities & Technical Services to continue to deliver the programme within the limits of the Service Level Agreement and funding stream referred to at Clause 3.9.

**JSC/104/20-21      Review of decision making in relation to staffing matters**

The report requested that Members consider existing governance arrangements surrounding staffing matters and recent practice.

The Committee was advised that this situation had been remedied with Heads of Service being reminded of the correct procedure.

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

**Decision:**

The Joint Strategic Committee noted the contents of the report.

## **C. Decisions taken by the Joint Strategic Committee on 9 February 2021**

*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/112/20-21 Final Revenue Budget Estimates for 2021/22**

The report was the final budget report of the year, the culmination of the annual budgeting exercise, and asked members to consider:

- The final revenue estimates for 2021/22 including any adjustments arising from Settlement; and
- An updated outline 5-year forecast

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

The budget was analysed by the Executive Member portfolios. In addition, the draft estimates for 2021/22 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 2021/22 Estimates and Council Tax setting reports had already been considered by the Worthing Executive on 1st February 2021 and the Adur Executive on 2nd February 2021. Both the estimates for Adur District Council and Worthing Borough Council included their respective share of the cost of the Joint Strategic Committee.

A Member questioned the level of reserves currently held and sought clarification regarding the quantifying of risks. Officers advised that the Council would not need to use reserves to support either the current or next year's budgets. It was noted that reserves had been successfully built over the past couple of years and that contingency budgets had been set aside to manage risks.

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

### **Decision**

The Joint Strategic Committee

- A. noted the proposals to invest in services outlined in Appendix 2 which were considered at the Executive meetings in early February;
- B. agreed to the proposed 2021/22 budget detailed in Appendix 3 which would be adjusted by any growth proposals approved by the Executives.

### **JSC/114/20-21 Covid Benefit Measures impact on Vulnerable Residents**

Whilst the Councils could not completely avoid the financial impact of the Covid pandemic on more financially vulnerable residents, they could, through proactive use of data, mitigate and help manage that impact. The works reflected the ambitions of 'And then.....' in terms of understanding what has been uncovered and illuminated by the Covid-19 pandemic.

The purpose of this work was therefore:

- To provide an overview of the research carried out on behalf of Adur & Worthing Councils by Policy in Practice to look at the impact of benefit and Covid support measure changes on our residents
- To outline the implications and impact of what we have learnt from this research
- To outline planned interventions and next steps.

Members welcomed the report and expressed their support of the approach outlined.

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

### **Decision**

The Joint Strategic Committee received and acknowledged the report presented and requested that the Director for Communities report back in 6 months as to the efficacy of the interventions planned to respond to this insight.

### **JSC/115/20-21 Carbon Neutral 2030 - Reporting on the success of funding applications to the Public Sector Decarbonisation Scheme**

The JSC adopted the councils' Carbon Neutral Plan on 3 December 2019. The paper updated members on key progress that had been made in the delivery of the Carbon Neutral Plan, in particular:

- successful bids made to the Government's Public Sector Decarbonisation Scheme (PSDS) totalling in excess of £1.7m; and

- the development of a larger pipeline of projects through feasibility studies funded by the Government's Low Carbon Skills Fund (LCSF)

Projects funded through both external funding and from within the existing capital programme were detailed in Appendix 1.

Proposed next steps were set out in Section 6 of the report and approval was sought to create budgets to allow the programme to be delivered expediently and to procure contractors that enabled project delivery.

Additionally, the Committee had approved the joining of UK100, a network of ambitious local authorities tackling climate change on 6 November 2018.

Reflecting the increased ambition of central government, UK100 had since created a new Pledge. The paper recommended formally making this pledge, which reaffirmed the Councils' ambitions to tackle climate change through the Carbon Neutral Plan and Platforms for Our Places .

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

### **Decision:**

The Joint Strategic Committee

- noted the successful funding applications to the Public Sector Decarbonisation Scheme and Low Carbon Skills Fund;
- approved an amendment to the General Fund capital programme budgets as follows:
  - Adur: £466,000 funded by external funding of £364,970 and a contribution from the contingency budget £101,030;
  - Worthing: £103,850 funded by external funding;
- approved the amendment of the Adur Homes Capital Programme to include schemes of £1.697m funded from external funding of £1,329,200 and by £367,950 from within the 2021/22 Housing Investment Capital Programme;
- delegated to the Director of Digital, Sustainability & Resources the negotiation and letting of any contracts associated with this programme of works in consultation with the Executive Members for Resources providing the same were within the approved budget;

- noted the delivery timescales, consultation proposals and works involved in delivering the carbon reduction projects that formed part of the successful bid and that further bids had been made to the Public Sector Decarbonisation Scheme, as set out in paragraph 4.2 and Appendix 1; and
- agreed that the Councils adopt the new UK100 Pledge, as outlined in Section 8, along with other leading councils and in line with the enhanced ambition shown by central government, as part of its recognition of the responsibility to tackle the climate emergency and protect the environment.

### **JSC/116/20-21      City Region Bikeshare - transforming travel through collaborating on a pedal and e-bike rental scheme**

The report presented members with a significant strategic opportunity for Adur District and Worthing Borough Councils to introduce a large scale bike and e-bike rental scheme to Adur and Worthing through Brighton & Hove City Council's new BTN Bikeshare Procurement Framework.

It confirmed that a full options appraisal, business case and funding strategy would be presented to the Joint Strategic Committee in the coming months, with the current stage being limited to approval to join the BHCC procurement framework thereby securing the option to participate.

The Committee was recommended to consider the benefits of the scheme in the context of expected post COVID commuter and transport patterns and the opportunity to lead and promote sustainable and active travel through a significant, large scale and impactful initiative that would widen access to cycling to a broader range of users through the provision of electric bikes.

The Committee was also recommended to consider the benefits of joining an existing, highly successful bike rental scheme in Brighton & Hove that could transform the way local people travel; open cycling to a wider audience; help reduce congestion, air pollution and carbon emissions; improve the health of local communities; benefit the visitor economy and increase connectivity across our places.

Members welcomed the opportunity to engage with the wider scheme, acknowledging the need to provide an offer that was beneficial to all.

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

#### **Decision:**

The Joint Strategic Committee

- approved Adur District and Worthing Borough Council becoming party to the BTN Bikeshare Operator Procurement Framework to investigate the delivery of a new Bikeshare scheme under that Framework;
- noted that officers would undertake a full appraisal of all options for delivery; and explore opportunities to secure funding to support the operation of a scheme; bringing proposals to JSC in Autumn 2021 for approval.

### **JSC/117/20-21      Building the Organisational Data Capability & Capacity**

The Committee was recommended to introduce plans to build the councils' data capability and capacity and to outline the resource requirements to support this ambition.

A member questioned whether there was an opportunity to build capacity in house. Officers advised that the internal skill set had been assessed in regards to where the Councils were and where they needed to get to. It was acknowledged that the skills required took a while to learn and therefore the proposal was to appoint a strong lead to upskill the wider workforce.

The Committee expressed support for the appointment of a Senior Data Analyst.

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

#### **Decision:**

The Joint Strategic Committee

- approved the approach outlined in the report;
- approved the appointment of a Data Lead in order to further develop the data capability, subject to confirmation of the budget at the February Council meetings.

### **JSC/118/20-21      Working in Partnership to reduce Anti Social Behaviour - Extending theCommunity Protection Powers for Worthing Homes**

The Committee was recommended to share a review of the one year pilot of Worthing Homes' use of the delegated power to issue Community Protection Warnings and Notices to their tenants causing anti-social behaviour and to agree the extension of the delegated authority to issue Community Protection Warnings and Notices to Worthing Homes for a further 12 months.

Members expressed support for the proposals having noted the benefits of doing this 12 months ago whilst acknowledging that that past 12 months had not been ideal for trialling the approach.

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 agreed to extend the power delegated to Worthing Homes for a further 12 months and receive a report on the impact of the extended delegation in 12 months time.

**JSC/119/20-21      Motion referred from Worthing Borough Council**

The report set out a motion referred from the meeting of Worthing Borough Council on the 15th December 2020 which was presented to the Committee by Councillor Carl Walker.

The Joint Strategic committee was asked to consider and determine the Motion and could either support the motion and ask for further work to be carried out in this regard, or reject the motion.

Members debated the motion, acknowledging the pressures caused by the pandemic, the effect this was having on young people's mental health and the ongoing work of the Councils with young people including mentoring schemes for children. Members thanked Councillor Walker for raising this serious matter with the Joint Strategic Committee but did not support the approach set out in the motion to tackle these issues.

It was proposed by Councillor Kevin Jenkins that the motion be rejected, the proposal was seconded by Councillor Heather Mercer and supported by the Committee.

**Decision:**

That the Joint Strategic Committee rejected the motion.

**Local Government Act 1972**

**Background papers**

*(Reports and decisions are available on the Council's website or as indicated in each of the paragraphs above. Some of the reports contain exempt information and therefore are not fully published on the website)*

Councillor Daniel Humphreys  
Leader of the Council