



**Extract from the minutes of the Joint Overview and Scrutiny Committee - 18 March 2021**

**JOSC/76/20-21 Joint Overview and Scrutiny Work Programme for 2021/22**

The report before members outlined progress in implementing the work contained in the Joint Overview and Scrutiny Committee (JOSC) Work Programme for 2020/21. The report also contained a draft JOSC Work Programme for 2021/22 for consideration.

The Committee discussed the report and programme. Suggestions were made for possible future reviews and it was agreed that these be considered in the new municipal year using the formal application procedure.

**Resolved:**

- that the progress in delivering the JOSC Work Programme for 2020/21 be noted;
- that the JOSC Work Programme for 2021/22 be approved;
- **that the proposed JOSC Work Programme for 2021/22 be reported to the Council meetings in April 2021 for approval.**

(Link to the report on the website e.g. [Joint Overview & Scrutiny Committee - 18 March 2021](#))





Council  
20 April 2021  
Agenda Item 7B

WORTHING BOROUGH  
COUNCIL

**Extract from the minutes of the Joint Governance Committee - 23 March 2021**

**JGC/69/20-21      LGA Model Code of Conduct and arrangements for dealing with breaches of the Members' Code of Conduct**

Members of the Joint Governance Committee were reminded that on the 24th November last year, a report was presented giving an update on the progress of the work of the Committee on Standards in Public Life and the Local Government Association, following earlier consultation in July 2020, when Members of the Joint Governance Committee engaged in the consultation process.

The report sought to provide Members of the Joint Governance Committee, with the outcome of the governance and ethics Joint Member Officer Working Group in relation to the Code of Conduct, a new procedure for assessing Code of Conduct Complaints, investigations and hearings procedure.

A proposal to defer consideration of the item was seconded but not supported after being put to a vote.

The recommendations in the report were proposed by Councillor Lee Cowen, seconded by Councillor Steve Waight and unanimously supported by the Committee.

**Resolved**

The Joint Governance Committee

1. noted the contents of the report and appendices;
2. agreed the LGA Model Code of Conduct should be adopted as set out in Appendix 1;
3. agreed the arrangements for dealing with Member Code of Conduct Complaints as indicated in Appendix 2,
4. agreed that the Member Code of Conduct and arrangements for dealing with Code of Conduct complaints should be reviewed by the Monitoring Officer every two years including any related Policies;

5. agreed to have two separate sub-committees for Adur & Worthing Councils;

**6. Recommended that Adur and Worthing Councils:**

- a. **adopt the LGA Model Code of Conduct;**
- b. **accept the procedures set out in Appendices 2, 3 and 4;**
- c. **agree that the Members Code of Conduct and arrangements for dealing with complaints under that Code should be reviewed by the Monitoring Officer, every two years including any related policies;**
- d. **agree to have two separate sub-committees for Adur & Worthing Councils.**

(Link to the report on the website e.g. [Joint Governance Committee - 23 March 2021](#))



Council  
20 April 2021  
Agenda Item 7C

**WORTHING BOROUGH  
COUNCIL**

**Extract from the minutes of the Joint Strategic Committee - 30 March 2021**

**JSC/134/20-21      Delivering Pathways to Affordable Homes**

The report followed the publication of the Adur and Worthing Housing Strategy for 2020-2023 'Enabling communities to thrive in their own home'.

The report outlined how Adur and Worthing Councils intended to meet the commitments of the Housing Strategy and increase supply of affordable housing in the area. This was detailed in the housing development strategy, appended to the report, titled Developing Pathways to affordable homes.

The strategy described the Councils ambitions to deliver more high quality affordable homes in a post pandemic world. The delivery plan would run for 4 years and help inform the next iteration of the housing strategy due in 2023/24.

The Councils' ambitions reflected the platform's strategy which meant this was about more than simply building houses, the delivery of homes should help communities thrive, further work on sustainability and deliver new skills and local jobs as the Councils' adopted modern methods of construction.

Members welcomed the proposals, giving consideration to the increasing demand for housing, the impact of the pandemic on future demand, the mix of provision particularly in relation to the proportion of affordable housing being delivered and the shortage in supply of good quality housing.

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

**Decision**

The Joint Strategic Committee :

- I. **considered the 'Developing Pathways to Affordable Homes' report and recommended its adoption to Adur District Council and Worthing Borough Council as part of the Housing Strategy for 2020-2023;**

- II. directed officers to prepare the more detailed delivery plans for each Council as outlined in the Pathways document.

(Link to the report on the website e.g. [Joint Strategic Committee - 30 March 2021](#))



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**WORTHING BOROUGH  
COUNCIL**

**Extract from the minutes of the Joint Strategic Committee - 30 March 2021**

**JSC/136/20-21      Strategic Property Investment Fund 2021 / Annual  
Commercial Property Investment Strategy 2021/22**

The report updated and confirmed the Councils' Commercial Property Investment Strategy to support the Councils' medium term financial strategy, enabling the Councils' to meet their statutory obligation to prepare an annual investment strategy to be approved in advance of the relevant financial year by Full Council (or equivalent).

The proposed strategy supported the Councils' medium term financial strategy and sought to renew and refresh the current investment strategy in relation to the investment funds providing details on:

- robust parameters to guide and support the development of an income generating property portfolio that sought to manage and provide a financially resilient income stream for the Councils; and
- update governance criteria to ensure diligent analysis and transparency to support the transparent decision making process, particularly where investments had a value add opportunity.

Comments from the Joint Governance Committee relating to the issue of risk were noted by the Committee.

The recommendations set out in the report were proposed by Councillor Elizabeth Sparkes, seconded by Councillor Angus Dunn and unanimously supported.

**Resolved**

The Joint Strategic Committee:

1. agreed the suggested delivery and governance model as set out in the report which would be recommended to Adur and Worthing Full Councils as part of the overall CPIS;

2. noted that at the end of the 2020-2021 financial year an annual asset review would be undertaken by an external consultancy for the Strategic Property Investment Fund (SPIF), with officer input, to detail specific performance of assets and potential future risks and opportunities, and update asset plans for each individual asset moving forward. This would be reported to the JSC at its September meeting.
3. approved that the average lot size be decreased from £10m - £20m to £2m - £10m;
4. **recommended that Adur District Council and Worthing Borough Council adopt the Commercial Property Investment Strategy for 2021-2022;**
5. approved that the budget for future years may be brought forward with the approval of the relevant Executive Member for Resources, following their consideration of a business case;
6. approved that value added and opportunistic investments, as per section 4.3.9, 4.4.9 and 4.6.3, could be acquired and approved under the CPIS in consultation with the appropriate Executive Member for Resources considering a robust outline business and financial case; and
7. approved that assets which were purchased for operational, local economy and regeneration purposes, would be separated in future SPIF reporting to those purchased for investment purposes.

(Link to the report on the website e.g. [Joint Strategic Committee - 30 March 2021](#))



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WORTHING BOROUGH  
COUNCIL

**Extract from the minutes of the Joint Strategic Committee - 30 March 2021**

**JSC/140/20-21      Delivery of Worthing Integrated Care Centre and MSCP on  
Worthing Town Hall Car Park**

The report sought the Joint Strategic Committee approval of the formal Full Business Case (FBC) for the Worthing Integrated Care Centre (WICC) and Multi Storey Car Park (MSCP) development scheme on Worthing Town Hall Car Park. This would enable contracts and agreements to be executed and for the project to be delivered.

The Committee welcomed the proposals which would deliver modern facilities for GPs to provide healthcare services to residents and a new multi storey car park.

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

**Resolved**

The Joint Strategic Committee:

1. approved the Full Business Case for the Worthing Integrated Care Centre and Multi Storey Car Park;
2. **recommended that Worthing Borough Council release the full budget for the construction of the integrated care centre funded through borrowing subject to final agreement of the Heads of Terms for the occupier leases, acquisition of Central Clinic and the development agreement (£33,971,000);**
3. delegated authority to the Head of Major Projects & Investment to:
  - a. appoint through West Sussex Estate Partnership the most advantageous construction contractor to deliver the WICC and 2 MSCP;
  - b. execute occupier lease and service level agreements for the

- occupation of the WICC facility;
- c. authorise the acquisition of the Central Clinic;
  - d. execute a Development Agreement with West Sussex (Worthing) Limited;
  - e. authorise temporary NHS services to operate in Liverpool Gardens Car Park on the site of the former Shopmobility building;
  - f. agree the acquisition of Shelley Road Medical Centre and Heene Road Surgery, supporting future housing delivery options and subject to business case approval; and
  - g. make any further necessary consultancy appointments to execute the delivery of the scheme.

(Link to the report on the website e.g. [Joint Strategic Committee - 30 March 2021](#))



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WORTHING BOROUGH  
COUNCIL

**Extract from the minutes of the Joint Strategic Committee - 30 March 2021**

**JSC/141/20-21      Delivering Colonnade House Expansion**

The report updated elected members of the progress of Colonnade House and confirmed the progress of a planning application to establish a Creative & Digital Hub in the heart of Worthing town centre.

The report recommended the Joint Strategic Committee to set out and approve the business case to enable the project to be realised, confirming Worthing Borough Council's strong commitment to supporting and growing the Creative Industries in the town, whilst also providing much needed new housing.

The report sought approval to release capital and revenue budgets to enable the project to proceed through to project delivery.

Members of the Committee expressed their support for the proposals and discussed the possible impact on the annual revenue subsidy in relation to changes to the level of occupancy and interest rates. Officers advised that an 85% occupancy rate had been assumed and that the interest rate forecast had been prudent.

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

**Resolved**

The Joint Strategic Committee:

1. approved the business case for Colonnade House to establish an expanded Creative & Digital Hub in Worthing town centre;
2. **recommended that Worthing Borough Council approve the creation of the capital budget of £4.050m referred to in Section 7 of the report;**
3. noted that the revenue consequences of the scheme referred to in section 7 of the report would have to be funded from the revenue budget and accommodated within the Medium Term Financial Plan;

4. delegated authority to the Director for the Economy to enter into all contracts in relation to the scheme subject to the final costs being within the budget released.

(Link to the report on the website e.g. [Joint Strategic Committee - 30 March 2021](#))