



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

### **A Decisions Taken by Individual Cabinet Members**

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

#### **Leader**

A/LDR/001/22-23 Representing the Council in the Community - appointments to outside organisations

#### **Cabinet Member for Regeneration and Strategic Planning**

A/REG/002/22-23 Shoreham Cement Works Issues & Options Area Action Plan

#### **Cabinet Member for Finance and Resources**

JAW/006/22-23 Gas & Electricity Contract Awards

JAW/011/22-23 Discretionary criteria for the Council Tax Energy Rebate schemes

#### **Cabinet Member for Adur Homes and Customer Services**

JAW/009/22-23 Contract for the Delivery of Energy Performance Certificates

JAW/010/22-23 Procurement of contract for Asbestos Remedial and Repair Works - Via NHS Framework

#### **Cabinet Member for Environment and Leisure**

JAW/008/22-23 Waste and Street Cleansing Vehicle Replacements: Moving to an ultra low emission fleet

#### **Cabinet Member for Communities and Wellbeing**

JAW/004/22-23 Adur Community Grants

JAW/005/22-23 Recommissioning of Advice Provision

JAW/007/22-23 Adur & Worthing Community Transport Grants

### **B. Decisions taken by the Joint Strategic Committee on 11 October 2022**

*Items related to Worthing Borough Council are not reproduced on this agenda.*

**JSC/025/22-23      Annual Treasury Management Report 2021-22 for Adur District Council and Worthing Borough Council**

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 7.

The purpose of the treasury management reports was to ensure that proper scrutiny was undertaken of the treasury and capital expenditure activities of the Councils and that the activities were conducted in a prudent manner in order to safeguard the financial position of the Councils.

Councils were required by regulations issued under the Local Government Act 2003 to produce an annual treasury management review of activities; and a review of performance against the prudential and treasury indicators for the year.

The key message arising from this report, was that both Adur and Worthing Councils had complied with the approved policies and the indicators agreed prior to the start of the financial year.

The report asked Members to note the Treasury Management performance for Adur and Worthing Councils for 2021/22 as required by regulations issued under the Local Government Act 2003.

It was noted that this was Ms Coppelman's last meeting before retirement and the Committee wished to place on record its thanks for all of her work regarding Treasury Management.

Members welcomed and noted the contents of the report.

The recommendations, as amended, were proposed by Councillor John Turley, seconded by Councillor Angus Dunn and unanimously supported by the Committee.

**Decision**

The Joint Strategic Committee noted the annual treasury management report for 2021/22.

**JSC/026/21-22      Modernising and Updating the Councils' Constitutions**

Before the Committee was a report by the Monitoring Officer, 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.

Following an internal governance review by the Councils' Monitoring Officer, opportunities were identified for amending and modernising both Councils' Constitutions to ensure that they were legally compliant, complete, support effective

and sound decision-making, and reflected the character, culture and priorities of the two authorities.

At its meeting on 31 May 2022, the Joint Governance Committee approved the creation of a Working Group to consult on the proposed changes to the Constitutions, and agreed to receive this report with a view to recommending final draft Constitutions for approval by the Councils at their meetings in October 2022.

At its meeting on 27 September 2022, the Joint Governance Committee received the report of the Working Group and the views of the Joint Overview and Scrutiny Committee, and unanimously recommended the revised Constitutions to:

- Joint Strategic Committee for comment at its meeting on 11 October 2022, and
- Both Full Councils for approval at their meetings on 8 October 2022 (Worthing) and 20 October 2022 (Adur).

Members considered the proposed amendments to the constitutions and discussed the chairing of scrutiny committees.

An amendment was proposed to the recommendation set out in para 2.2. of the report to read:-

‘That the Joint Strategic Committee notes the amendments to the Constitutions proposed by the Joint Governance Committee with the exception of the recommendation regarding the Chairing of the Joint Overview and Scrutiny Committee and the Overview and Scrutiny Committees, which, subject to further examples being provided to the Leaders of the Councils by the Monitoring Officer, will be referred to each full Council for consideration together with the proposed amendments to the constitutions’.

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

## **Decision**

The Joint Strategic Committee

1. acknowledged the work undertaken by the Working Group and the Joint Governance Committee; and
2. noted the amendments to the Constitutions proposed by the Joint Governance Committee, with the exception of the recommendation regarding the Chairing of the Joint Overview and Scrutiny Committee and the Overview and Scrutiny Committees, which, subject to further examples being provided to the Leaders of the Councils by the Monitoring Officer, would be referred to each full Council for consideration together with the proposed amendments to the constitutions.

The matters not appearing elsewhere on the agenda:-

***The minutes of this meeting were not available at the time of publication and will be distributed separately***

**C. Decisions taken by the Joint Strategic Sub Committee (Adur) - 8 September 2022**

**JSS-C(A)/004/22-23 1st Quarter Revenue Monitoring Report 2022/23**

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 4.

The report updated the Joint Strategic Sub Committees for Adur District and Worthing Borough Councils with the latest expenditure and income projections for each Council for the current financial year 2022/23, compared with the Revenue Budget approved by both Councils in February. Whilst the 'spend to date' was the position as at the 30th June 2022, the forecast outturn position reflected the latest information available to ensure an up-to-date forecast was presented.

As at quarter 1, the current projection for the 2022/23 financial year General Fund outturn were net overspends after reserve transfers of £239k in Adur and £2.345m in Worthing. A breakdown was set out in section 4.4 of the report.

Members discussed the number of voids and how annual inspections might assist in reducing numbers moving forwards. Officers replied that naturally, voids occurred when tenancies came to an end, either through the choice of a tenant or for another reason. The Council always budgeted for a level of voids and there was a turnaround procedure where the Council went into a property to inspect and ensure that all essential certificates were brought up to date in compliance with the relevant legislation. In any normal time the Council would expect 30% of voids to be in need of significant maintenance and 70% could be turned around quickly. Some of the properties that were currently void, required significant repair. The Council had contractors in place to undertake those repairs but this work was likely to take some time. Procedures had been reviewed and there was a new surveyor on the case with the result being that the Council was beginning to clear its void properties.

The recommendations in the report were unanimously supported.

**Decision**

The Adur Joint Strategic Sub Committee noted the report and projected outturn position for the Joint Committee and Adur District Council against the approved revenue budgets and proposed use of reserves (Appendix 1b).

## **JSS-C(A)/5/22-23 1st Quarter Capital Investment Programme & Projects Monitoring 2022/23**

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.

The report updated the Adur Sub-Committee of the Joint Strategic Committee on the progress made on the delivery of the 2022/23 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.

It was proposed, seconded and unanimously agreed that recommendations (III) and (IV) be amended to add the wording '.....in consultation with the Cabinet Member for Environment & Leisure'.

The recommendations, as amended, were unanimously supported.

### **Decision**

#### **The Adur Joint Strategic Sub-Committee:-**

- I. noted the reprofiling of the Adur District Council capital schemes as advised in paragraphs 7.2.1 and Appendix 2;
- II. approved the ring-fencing of capital receipts from the sale of the Parks Service redundant equipment and vehicles for funding new equipment and vehicles for the Parks Service as detailed in paragraph 6.1.1;
- III. approved the addition of the replacement of end of life play equipment in Adur Recreation Ground, funded by S106 receipts, to the 2022/23 Capital Investment Programme in consultation with the Cabinet Member for Environment & Leisure;
- IV. approved the addition of the £100,000 Changing Places Facilities Grant to the 2022/23 Capital Investment Programme in consultation with the Cabinet Member for Environment & Leisure.

## **JSS-C(A)/6/22-23 Transport for the South East Strategic Investment Plan - consultation response**

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 6.

The report outlined the publication of the Transport for the South East (TfSE) Draft Strategic Investment Plan (SIP) and provided an opportunity for members of the Sub-Committee to respond to the current consultation on the SIP.

Members welcomed the holistic study, unanimously supporting the recommendations as set out in the report.

## **Decision**

The Adur Joint Strategic Sub-Committee:-

That in response to the consultation on the Draft Strategic Investment Plan (SIP), members of the Sub-Committee welcomed:

- the potential environmental, social and economic benefits that could be delivered from the SIP's emphasis on integrating transport, digital and energy networks, together with a high-quality, reliable, safe, and accessible transport network;
- recognition in the SIP that achieving the scale of investment needed to reduce carbon emissions in line with national policy will require fundamental changes to existing funding mechanisms for transport infrastructure;
- the SIP's emphasis on linking regional policy with local initiatives such as those set out in Adur's Local Cycling and Walking Improvement Plan (LCWIP).

That members of the Sub-Committee supported:

- the SIP's emphasis on transforming east – west connectivity and enhancing east – west corridors to the same level as radial links to and from London;
- the package of place based 'Solent and the Sussex Coast' interventions that would benefit Adur, including Sussex Coast Rail; Sussex Coast Bus Mass Transit; and Sussex Coast Active Travel packages;
- the specific inclusion in the SIP of a long term highways proposal to resolve the challenges presented by the A27 road in Worthing as part of an integrated approach to planning for transport in the region.

That members of the Sub-Committee:

- recognised that statutory status for Transport for the South East would help to drive delivery of the SIP and empower TfSE to explore funding solutions; procurement options and work with constituent local authorities to leverage funding of the scale needed to deliver major infrastructure projects;
- would welcome the inclusion of references in the SIP to Adur District and the regeneration of the Western Harbour Arm of Shoreham Port in particular, as a strategically significant contributor to the business case for rail and mass transit interventions;
- recognised that whilst the SIP's inclusion of a long term solution to the A27 is welcome, the impact of congestion in Worthing remains a major problem that has an adverse impact on local quality of life and is of regional significance. The SIP's long term proposal should not therefore preclude other bodies such as National Highways, making short and medium term interventions to improve local quality of life that are consistent with the SIP's decarbonisation objectives.

#### **D. Decisions taken by the Joint Strategic Sub Committee (Adur) - 29 September 2022**

##### **JSS-C(A)/11/22-23 Priorities for Adur District Council**

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.

Adur District Council had a strong and highly successful track record in delivering quality public services, building new homes and transforming greenspaces, even in the most challenging of times.

In coming to the end of the current planning cycle, this report set out the plans and ambitions of the administration going forward, through 2022/2023 and beyond. Additional reports enabling the delivery of specific ambitions identified in this report would be prepared and brought to Members for agreement at later meetings, as required.

The plans for delivery in the 2022/2023 financial year would be resourced through existing budgets. Resources for the following financial years would be identified

through the Medium Term Financial Plan and the Annual Budget setting processes for 2023/24.

The plans described in the report had helped shape and would be delivered through the new joint delivery plan, currently being developed with Worthing Borough Council, for consideration at the October Joint Strategic Committee.

Members welcomed the report, acknowledging the work undertaken by Officers over the past 3 years and noting that the Council was doing all of this work at a very low cost to the taxpayer.

The recommendations in the report were unanimously supported.

## **Decision**

The Adur Joint Strategic Sub Committee

1. noted the strong progress made over the past three years, including the successful delivery of services through the pandemic; and
2. noted and approved the plans for change and delivery set out in the report.

## **JSS-C(A)/12/22-23 Responding to Cost of Living Impacts in Adur**

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 6.

The Committee was informed that there was growing evidence to show the impact that rising costs and inflationary pressures were having on residents in Adur. Whilst all households were impacted upon, increases in energy, food and fuel prices were disproportionately affecting lower income families, lone parents, couples without children, those with disabilities, single income households, and those on fixed incomes. The cumulative impact of inflation was now having an impact on a growing number of households, including new households that had not had to access financial support to date.

Supporting residents to tackle cost of living pressures was a priority for Adur Council, and there was a clear recognition that following the impact of the pandemic on Adur communities, in particular for more vulnerable households, there was a need to help people to alleviate income pressures. This was not something that Adur Council

could do alone - it needed to work collaboratively with other parts of the community, including business and voluntary sector organisations, residents, and local communities as well as other public sector organisations such as WSCC and Jobcentre Plus.

Assessment of Proactive data showed significant numbers of households that were in food, fuel, water and overall relative poverty and who were struggling now. Some of the community food groups were reporting unprecedented demand outstripping their ability to help.

The Council had been working to alleviate the pressures of firstly the pandemic and then emerging cost of living issues, over the last few years. Supported by Council's budget and COMF funding this work had included working with and supporting local community food groups, establishing the Proactive response for those that were struggling, providing health and wellbeing support, and housing and homelessness initiatives.

In response to the ongoing pressures caused by cost of living impacts, an Adur Cost of Living Roadmap had been developed as a way to convene a range of partners to work together to support and enable as many people as possible to be able to cope over the next two years. The Roadmap aimed to respond to both immediate and urgent need, whilst building a longer and more sustainable approach by:

- supporting households to be as financially resilient as possible
- supporting communities to help each other and those in most need
- helping to reduce cost impacts on people
- developing sustainable approaches to address income inequalities

There were four major areas of focus for the Roadmap:

1. Providing Infrastructure support to where there was an immediate short term need
2. Developing a sustained and co-ordinated community response to ensure that residents who were vulnerable and most at risk of experiencing financial exclusion were able to achieve better financial wellbeing and resilience
3. That Adur Council considered its own organisational culture, policy and practice to ensure it addressed the cost of living crisis
4. That partners in Adur worked collaboratively to better utilise their resources to meet community needs and promote financial wellbeing and resilience

Critical to tackling cost of living impacts would be the need to balance the provision of immediate support for households with longer term sustainable measures that supported better financial resilience, increased independence and community infrastructure.

The report outlined why a co-ordinated and sustainable approach to tackling cost of living impacts was needed, and how Adur Council, through the Cost of Living Roadmap and a supporting Action Plan, would work with partners across government, non government and private sectors to collaboratively support residents. It described the purpose of the Cost of Living Roadmap and Action Plan and the partnership arrangements that had been set up to support delivery of the Plan.

The recommendations in the report were unanimously supported.

### **Decision**

The Adur Joint Strategic Sub-committee approved the Adur Cost of Living Roadmap (at Appendix 1) setting out what Adur District Council would do to support residents to manage cost of living impacts.

### **JSS-C(A)/13/22-23 Public Space Protection Orders - Dog Control**

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 7.

The report outlined the findings of a public consultation to renew the current Dog Control Public Space Protection Order (PSPO), including some variations, and recommended approving the amendments to the PSPO and for it to be renewed for a further 3 years.

Members welcomed the report and proposed an amendment to the recommendations to include the fenced off area of the Meads Recreation Ground (children's play area leased by West Sussex County Council for Swiss Gardens Primary School).

The recommendations, as amended, were unanimously approved.

### **Decision**

The Adur Joint Strategic Sub-Committee:-

1. considered the findings of the Public Consultation and approved the proposed amendments to the PSPO as detailed in section 4.1 through to 4.6 and the inclusion of the fenced off area of the Meads Recreation Ground (children's play area leased by West Sussex County Council for Swiss Gardens Primary School); and
2. resolved to refer these recommendations to the Adur District Council meeting on the 20th October for approval.

#### **E. Urgent Decisions taken by the Executive**

Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 (as amended).

None.

#### **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)*

**Councillor Neil Parkin  
Leader of the Council**