



ADUR & WORTHING  
COUNCILS

Joint Overview and Scrutiny Committee  
21 June 2018  
Agenda Item 7

Key Decision [No]

Ward(s) Affected:N/A

**Adur and Worthing Joint Overview and Scrutiny Committee Annual report  
2017/18**

**Report by the Director for Digital and Resources**

**Executive Summary**

**1. Purpose**

1.1 This report sets out the draft Annual report for the Committee covering the 2017/18 Municipal year in accordance with the terms of the Council's constitution.

**2. Recommendations**

**2.1 That the Committee approves the Joint Overview and Scrutiny Committee Annual report for 2017/18; and**

**2.2 That the Annual report be reported to the Adur and Worthing Council meetings in July 2018 for approval.**

### **3. Context**

3.1 As part of good practice and a requirement in the Council's constitution, the Councils are required to produce a Joint Overview and Scrutiny Committee Annual report for 2017/18 for approval by the Committee and thereafter by the Full Councils. The final Annual report will be available from the Council's website.

### **4. Issues for consideration**

4.1 The Joint Overview and Scrutiny Committee has once again undertaken a great deal of work during 2017/18 as part of the 'Holding to Account/Challenge' role. A summary of that work is contained in the Joint Overview and Scrutiny Committee Annual report for 2017/18 which is attached as an appendix to this report. As well as being a requirement of the Constitution, it is good practice to produce an Annual report on the work of Overview and Scrutiny which can help publicise and promote the work undertaken amongst the local community and local partners.

4.2 Members of the public and/or local partners are able to make a scrutiny request using an online scrutiny form and this helps encourage people to take part in the scrutiny process and the democratic process as well as helping the public influence decision making.

### **5. Engagement and Communication**

5.1 The Joint Chairmen and Vice-Chairmen of the Joint Overview and Scrutiny Committee have been consulted on this report.

### **6. Financial Implications**

6.1 There are no direct financial implications associated with this report.

### **7. Legal Implications**

7.1 Under Section 111 of the Local Government Act 1972, the Councils have the powers to do anything to facilitate or which is conducive or incidental to the discharge of any of their functions.

7.2 Section 1 of the Localism Act 2011 provides a Local Authority to do anything that individuals generally may do (subject to any current restrictions or limitations prescribed in existing legislation).

7.3 Section 3(1) of the Local Government Act 1999 (LGA 1999) contains a general duty on a best value authority to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.

7.4 The Joint Overview and Scrutiny Committee is required to produce an Annual report for approval by the Councils in accordance with the Council's constitution and good practice. The Council meetings in July will be required to receive the Annual report.

## **Background Papers**

Agendas, reports and minutes from Joint Overview and Scrutiny Committee meetings during 2017/18.

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## **Sustainability & Risk Assessment**

### **1. Economic**

Matter considered. No direct issues identified but some issues discussed by the Committee may have an economic impact.

### **2. Social**

#### **2.1 Social Value**

Matter considered. It is good practice for the Councils to produce an Annual report which can help publicise and promote the work of the Committee amongst the local community and local partners.

#### **2.2 Equality Issues**

Matter considered. Copies of the Annual report will be available on the Council websites and can be made available to people on request if they do not have access to a computer or are blind or partially sighted.

#### **2.3 Community Safety Issues (Section 17)**

Matter considered and no direct issues identified.

#### **2.4 Human Rights Issues**

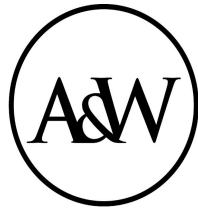
Matter considered and no issues identified.

### **3. Environmental**

Matter considered and no issues identified.

### **4. Governance**

Matter considered. It is good practice for the Councils to produce an Annual Report on Overview and Scrutiny and is a requirement of the Constitution and the Joint Overview and Scrutiny Procedure Rules. .



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# Adur and Worthing Joint Overview and Scrutiny Committee Annual Report 2017/18



## **Message from the Chairmen**

In 2017/18 the Joint Committee has continued in its Valuable role as the watchdog of both Councils, ensuring that the Joint Executives(Joint Strategic Committee) are scrutinised for the decisions made on residents' behalf and to ensure Greater transparency within the process.

The Joint Committee has played its part in scrutinising a number of important issues and the Leaders of the Councils, Executive Members and the Chief Executive are regularly invited to attend meetings to answer questions on relevant issues within their areas of responsibility including:-

- Interviewing and 'holding to account' the Adur and Worthing Council Leaders (September 2017 and March 2018) and Executive Members to ensure that they are delivering the Councils' priorities. This helps ensure that their decision making on service provision is transparent and provides value for money for Adur and Worthing residents' benefit.
- Reviewing the ongoing provision of solar installations on Council buildings and updates on solar panel installations elsewhere in the communities. This linked in with the Councils' strategic commitment to deliver solar panels on Council buildings.
- Assessing the appropriateness of processes in place to determine how the Councils managed play areas that are prioritised for refurbishment via the Capital Programme or via developers' Section 106 contributions. This linked with

## the Council Platform 3 - Stewarding our Natural Resources.

- Regularly reviewing budget information throughout the year - Budget Strategy review, Revenue Outturn review for 2016/17 and Scrutiny of the Worthing Budget for 2018/19 and setting of Council Tax.
- Finalising the in-depth review of local youth engagement and providing appropriate report to the Joint Strategic Committee. The review's aim was to develop and improve the Council's engagement with young people and investigated the Council's current approach and work on youth engagement. The review's recommendations were discussed by the Joint Strategic Committee and as a result of the findings and recommendations, the Councils have now agreed to work more closely with young people and the Youth Councils. They will now consult with them to identify key policies under review by the Councils. The Youth Council's input will be sought to help identify key priorities. The Councils will also revise the web pages and endeavour to improve social interaction with young people. The Scrutiny Committee will follow up on the recommendations to ensure implementation and will receive a further report in 2018/19.
- Interviewing the Adur and Worthing Councils' Chief Executive in September 2017 and March 2018 on the progress made in delivering the commitments in the new strategic vision 'Platforms for our Places'. Relevant Executive Members have also been questioned as part of this process. This in-depth Scrutiny will continue during 2018/19 to enable the Committee to check on progress and delivery of the activities and commitments for the three year Strategic vision.

- Regularly reviewing the effectiveness of the Adur & Worthing Public Space Protection Orders. These were introduced to allow for the restriction and/or prohibition of certain activities in specified community locations. The Committee will continue to monitor the Orders during 2018/19. As part of its commitment to make the Adur and Worthing communities safe places, the Councils use PSPOs in relation to dogs and environmental issues.
- Reviewing the Councils' role in the protection of Council owned public buildings. This followed on from concerns about unauthorised advertising which had been placed around the facade of a Council owned public building. The investigation of the issues revealed that there were failings in the way that the advertising was erected without appropriate consent. Following on from this review, appropriate procedures have now been put in place and staff training provided to ensure that those situations do not arise again.
- Following up the previous Scrutiny review outcomes in 2015 of the Worthing Theatres Budgets to ensure that these have been implemented. The Committee was pleased to learn that a great deal of work had been undertaken and actions implemented to make the Theatres Service more effective and reduce budget overspends.
- Interviewing the local Adur and Worthing District Police Commander on local operational policing issues. This enabled the Committee to raise questions about local policing issues and members of the public were also able to submit questions for discussion. The Police Commander provided the Committee with information on



Police priorities and the work of the Police. The Committee did also want to hold to account the Sussex Police and Crime Commissioner but she had to cancel attendance. The committee's disappointment with this decision was noted.

- Following public request - the review of Council procedures for monitoring local air quality management, working in partnership with a range of a number of other agencies and bodies and the outputs of those processes. As part of this discussion, the Committee agreed to request the relevant Executive Members to write to the West Sussex Director of Public Health to seek appropriate resources to be provided to help the Councils tackle the health problems associated with air quality. The Committee will receive a follow up report on this in due course.
- **Note** - The Committee have also set up three separate Member Working Groups to review the effectiveness of Council consultations; to look at the effectiveness of Overview and Scrutiny Committees; and also to review transport strategy issues. The findings from this work will be reported to the Committee during 2018/19.

The Committee also has Procedure Rules which assist members in providing strong scrutiny, transparency and to also ensure that all local decision makers are held to account for their decisions.



## **Councillors Stephen Chipp and Roy Barraclough Joint Chairmen of the Adur and Worthing Joint Overview and Scrutiny Committee in 2017/18**

### **What is Overview and Scrutiny?**

The Local Government Act 2000 first introduced the requirement for every local authority to include provision for at least one Overview and Scrutiny Committee. Subsequent amendments to the Act have further developed the role of Overview and Scrutiny within local authorities.

Although not a decision making body, effective Overview and Scrutiny has enormous potential to influence and inform decisions made by both the Councils and partner bodies connected with the areas.

The Joint Overview and Scrutiny Committee can review and scrutinise any matters which affect the Councils, the areas or residents from those areas, in order to provide greater transparency and accountability in the delivery of local services.

**The following key roles have been identified as areas which Overview and Scrutiny should be concerned with in Adur and Worthing:-**

- **Representing the views and wishes of Adur and Worthing residents about the services which they receive;**
- **Holding the Joint Executives (Joint Strategic Committee) to account and reviewing the decisions made;**
- **Monitoring Council performance;**
- **Reviewing Policy;**
- **Developing Policy; and**
- **Scrutinising external issues of public concern beyond the remit of the Councils.**

There is one Joint Overview and Scrutiny Committee made up of sixteen Councillors (eight Adur and eight Worthing) representing wards across the areas. The Committee as a whole meets usually at least seven times a year and the meetings are open to the public.

Detailed procedure rules regarding the operation of overview and scrutiny can be found in the Council's Constitution at <https://www.adur-worthing.gov.uk/media/media,140002,en.pdf>

### **Membership of the Committee in 2017/18:**

Adur District Council – Councillors Stephen Chipp (Co-Chairman), Carol Albury, George Barton, Kevin Boram, Ann Bridges, Clive Burghard/Les Alden, Joss Loader (Co Vice-Chairman) and Robin Monk

Worthing Borough Council – Councillors Roy Barraclough (Co-Chairman), Keith Bickers (Co-Vice-Chairman), Sean McDonald, Nigel Morgan, Louise Murphy, Luke Proudfoot, Bob Smytherman and Steven Waight

## **Have your say...**

You can find out more about our work on the internet at <https://www.adur-worthing.gov.uk/meetings-and-decisions/committees/joint/overview-and-scrutiny/> where you can look at the reports we have received, our recommendations and the minutes of our meetings.

Adur District Council and Worthing Borough Council are committed to being more responsive to the way in which they provide services. They want more people to feel that they have the opportunity to influence matters that affect them. The Joint Overview and Scrutiny Committee can look at these issues and the Committee would like to give more people the chance to contribute to its work.

## **Suggest a topic for scrutiny**

Each year the Joint Committee sets a Work Programme of issues that it would like to review. A copy of the Work Programme for 2018/19 is attached to this Annual report. The Joint Committee reviews its Work Programme regularly throughout the year to make sure that it is working on topics that it can make a major impact on. The Work Programme is, therefore, subject to change in agreement with the Committee. The Committee would like local residents and stakeholders to get more involved in the scrutiny process so if there is an issue or service which you think that Councillors should review, please make a 'scrutiny request' using the online Scrutiny request form which is accessible at

<https://www.adur-worthing.gov.uk/about-the-councils/scrutiny/>

The Committee will consider your request and when considering items for the Work Programme will be guided by the Council's Strategic Objectives set out in the strategic vision 'Platforms for our Places', the ability of the Committee to have influence and/or add value on the subject and the PAPER criteria (Public Interest (P), Ability to change (A), Performance (P), Extent (E) and Replication (R)). Requests are then considered initially by the Chairmen and Vice-Chairmen and reported to the next available meeting of the Committee.

### **Come along to a meeting**

The Committee would also like more public engagement in its meetings and would encourage you to attend the public meetings which are held at least seven times a year at either the Shoreham Centre, Pond Road, Shoreham-by-Sea or the Town Hall, Chapel Road, Worthing. You will also have the opportunity to ask a public question relating to Council Services at the start of the meeting.

**To find out more you can contact Mark Lowe, Policy Officer**  
**at Town Hall, Chapel Road, Worthing on 01903 221009 or**  
**on [mark.lowe@adur-worthing.gov.uk](mailto:mark.lowe@adur-worthing.gov.uk)**

## Joint Overview and Scrutiny Committee Work Programme 2018/19

<u>Date of meeting</u>	<u>Items for discussion</u>	<u>Report Author</u>	<u>Executive Members to be invited</u>
21 June 2018	Annual JOSOC report for 2017/18  Air quality - Response from West Sussex Director for Public Health	Joint Chairmen of JOSOC  Director for Digital and Resources	N/A  N/A
26 July 2018	Attendance by Southern Water to speak about investment works to improve bathing water quality in Worthing in particular and across Adur & Worthing more broadly. This will include an update on investment works at the East Worthing works, plus a brief on proposed investment plans for the area for 2020 and beyond. This follows the sewage spill incident in July 2017  Review of the Public Space Protection Orders (PSPO's) - Bi-annual update  Effectiveness of parking and road traffic enforcement policy in Adur and Worthing  Joint Revenue Outturn report 2017/18  Outline Budget Strategy	N/A  Director for Communities  Director for Digital & Resources/Head of Customer & Digital  Director for Digital & Resources/Chief Financial Officer  Director for Digital &	Adur Executive Member for the Environment, Worthing Executive Member for Regeneration.  Executive Members for Environment & Wellbeing  Executive Members for Environment  Executive Members for Resources

	2019/20	Resources/Chief Financial Officer	II
20 September 2018	<p>Review of the Progress in delivering the activities in Platforms for our Places - Questioning Chief Executive</p> <p>Annual interviews with Council Leaders</p> <p>Progress report on the implementation of the outcomes from the Youth Engagement scrutiny report</p>	<p>Chief Executive</p> <p>Director for Digital &amp; Resources</p> <p>Director for Communities/Head of Wellbeing</p>	<p>Adur &amp; Worthing Executive Members</p> <p>Leaders</p> <p>Executive Members for Wellbeing</p>
18 October 2018	<p>Crime and Disorder scrutiny themed session - Interview with Chairman of Safer Communities Partnership</p> <p>Health Scrutiny themed session - Interview with Chairman of the West Sussex Health and Adult Social Care Committee (HASC) on the work of the Committee and the impact on Adur and Worthing</p>		<p>Executive Members for Wellbeing</p> <p>Executive Members for Wellbeing</p>
29 November 2018	<p>Adur and Worthing and Joint Outline 5 year forecast and savings proposals - Executive Member interviews.</p>	<p>Director for Digital &amp; Resources/Chief Financial Officer</p>	<p>Adur and Worthing Executive Members</p>
24 January 2019	<p>Review of the Public Space Protection Orders (PSPO's) - Bi-annual update.</p> <p>Adur and Worthing Budget Estimates 18/19 and setting of 2018/19 Council Tax</p> <p>Progress report on the work of Officers to deal with Housing issues</p>	<p>Director for Communities</p> <p>Director for Digital &amp; Resources/Chief Financial Officer</p> <p>Director for Communities/Head of Housing</p>	<p>Executive Members for Environment &amp; Wellbeing</p> <p>Adur and Worthing Executives</p> <p>Executive Members for Customer Services</p>

21 March 2019	<p>Review of the Progress in delivering the activities in Platforms for our Places - Questioning Chief Executive</p> <p>Leader interviews</p> <p>Annual Work Programme setting 2019/20</p>	<p>Chief Executive</p> <p>Director for Digital &amp; Resources</p> <p>Director for Digital &amp; Resources</p>	<p>Adur and Worthing Executives</p> <p>Leaders</p> <p>N/A</p>
Date to be confirmed	<p>Major Projects being undertaken in partnership with West Sussex County Council - Update</p> <p>Report on the review of the potential loss of public car parking spaces in Worthing given the closure of Teville Gate and future development planned at Grafton Car Park.</p> <p>Report from the JOSC Effectiveness of OSC's Working Group</p> <p>Report from the JOSC Consultations review Working Group</p>	<p>Director for the Economy</p> <p>Director for the Economy</p> <p>Chairman of the Working Group</p> <p>Chairman of the Working Group</p>	<p>Executive Members for Regeneration and relevant West Sussex County Council Cabinet Members</p> <p>Worthing Executive Members for the Environment and Regeneration</p> <p>N/A</p> <p>N/A</p>

Working Group to be set up to review transport strategy issues for Adur & Worthing - Members = Councillors Alden and Boram (Adur) and Smytherman and Waight (Worthing).

**Note** - A progress report on the delivery of the work contained in the Work Programme will be presented to each meeting.

All timings are provisional and subject to change in agreement with the Joint Chairmen and the Committee.