

ADUR & WORTHING
COUNCILS

Joint Overview and Scrutiny Committee
20 June 2019
Agenda Item 7

Key Decision [No]

Ward(s) Affected:N/A

Joint Overview and Scrutiny Committee Annual Report 2018/19

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 2018/19 Municipal year in accordance with the terms of the Councils' constitutions.

2. Recommendations

- 2.1 That the Committee approves the Joint Overview and Scrutiny Committee Annual report for 2018/19; and**
- 2.2 That the Annual report be reported to the Adur and Worthing Council meetings in July 2019 for approval.**

3. Context

- 3.1 As part of good practice and a requirement in the Councils' constitutions, the Councils are required to produce a Joint Overview and Scrutiny Committee Annual report for 2018/19 for approval by the Committee and thereafter by the

Full Councils. The final Annual report will be available from the Councils' website.

4. Issues for consideration

- 4.1 The Joint Overview and Scrutiny Committee has once again undertaken a great deal of work during 2018/19 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 2018/19 which is attached as an appendix to this report. As well as being a requirement of the Constitutions, 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 to 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 Councils' constitutions 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 2018/19.

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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

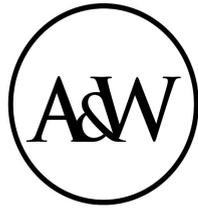
Matter considered and no issues identified.

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. It is also part of good Governance practice for the Councils to have an effective oversight and scrutiny function in place to encourage constructive challenge and debate on Council policies and practices.



ADUR & WORTHING
COUNCILS

Adur and Worthing Joint Overview and Scrutiny Committee Annual Report 2018/19



Message from the Chairmen

In 2018/19 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, the Chief Executive and local stakeholders have all been 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 2018 and March 2019) 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.
- Regular reviews of financial information are considered by the Committee each year. Financial Scrutiny is vital to ensure that the Council Executives are held to account and making decisions in the best interests of the

communities. Scrutiny takes place year round and in 2018/19 the Committee undertook a review of the [Revenue Outturn report](#) Scrutiny of the [Revenue Budget and savings proposal](#) and [Worthing Revenue Budget and savings proposals](#)

- The Committee has also interviewed the Adur and Worthing Councils' Chief Executive in September 2018 and March 2019 on the progress made in delivering the commitments in the 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 2019/20 to enable the Committee to check on the status and delivery of the activities and commitments for the three year strategic vision.
- The Committee has also heard from Southern Water for their account of the sewage spill incident which affected the areas in July 2017 and reports on bathing water quality. The Committee has called for more action to be taken to improve bathing water quality status and will be receiving a further progress report on this during 2019/20.
- The Committee was also pleased to interview, Katy Bourne, Sussex Police & Crime Commissioner and local Adur and Worthing District Police Commander, Miles Ockwell at its meeting in February. This interview covered local operational policing matters and matters within the remit of the Police & Crime Commissioner such as Police priorities and Police budgets and the [Police and Crime Plan](#). The Committee was able to hold the Commissioner to account on these matters in a public setting. This also gave the opportunity to local residents to put forward questions for discussion.

- The Committee has also received a detailed briefing from representatives of West Sussex County Council on the parking enforcement procedures undertaken in Adur & Worthing in order to find more about how these procedures operate on a day to day basis and to assess if change is needed. The information contained in this briefing has also been able to assist the Transport issues Working Group in its work which will report in 2019/20.
- Reports on the littering and dog control processes and a review of the dog warden service were presented to the Committee following a request from Lancing Parish Council asking the Committee to assess whether or not the Councils could instigate a private enforcement service to be responsible for the issuing of fixed penalty notices for breaches under the Public Spaces Protection Order for dog control and littering offences. The views of the Committee will be used to assess the level of the service provision.
- At the request of the Joint Strategic Committee, the Committee has also undertaken a fundamental review of the effectiveness of the Council's consultation processes [Review of consultations](#) which has looked at how to maximise the responses to the consultations. A series of five recommendations aimed at improving the consultation processes were identified and reported to the Joint Strategic Committee for consideration. The Joint Strategic Committee has agreed to support three of the recommendations to improve the consultation process and the JOSC will receive a further report on the proposed draft engagement principles, to provide additional scrutiny, during Summer 2019.

- The Committee has heard from the Chairman of the West Sussex Health and Adult Social Care Committee (HASC), Councillor Bryan Turner, on the important work of the West Sussex Health and Adult Social Care Committee in scrutinising West Sussex Health services [Briefing on HASC](#) Scrutiny of health services sits legally with the HASC but this discussion with the HASC Chairman has enabled the Committee to have a better understanding of the work of the HASC and it will help improve the links between HASC and JOSOC to ensure that West Sussex health service provision can be scrutinised in more detail.
- As part of its role in scrutinising crime and disorder, the Committee has also heard from the Chairman of the Adur & Worthing Safer Communities Partnership, Councillor David Simmons, on the work being undertaken by the Partnership to help reduce crime and disorder in Adur and Worthing [Adur & Worthing Safer Communities Partnership](#) The Committee was able to challenge and hold the Chairman to account to assess how effective the partnership has been in reducing crime and disorder and identify any further issues requiring further scrutiny.
- The Committee has also undertaken scrutiny follow up work to review the progress made in Youth engagement by the Councils. The Committee undertook a [Review of Youth engagement](#) in 2018 and wants to ensure that progress is made in engaging with young people in Adur and Worthing and that its recommendations are being implemented. The follow up report has identified that some good progress is being made to improve youth engagement.
- To ensure that the Councils are maintaining the strength of the town centres as strong retail, leisure and business

locations, the Committee has reviewed the Worthing Strategy for parking re-provision in Worthing town centre and the refurbishment projects being implemented. [Approach to car parking provision](#)

- At the request of the Committee, in depth scrutiny of the delivery of the Councils' Housing Strategy has been undertaken. This [review](#) has enabled the Committee to assess the progress being made to implement the requirements of the Homelessness Reduction Act 2017 and work being undertaken to prevent homelessness and the supply of new homes. The Committee will now ensure that more scrutiny of these important housing issues is undertaken as part of the 2019/20 Work Programme.
- **Note** - During 2018/19 the Committee have also set up a separate Member Task and Finish Working Group to review the effectiveness of the Overview and Scrutiny function alongside [new Statutory Guidance for Overview and Scrutiny Committees](#) which has recently been produced by the Government. Other Member Task and Finish Groups this year have been reviewing the early evening and night time economies in Adur and Worthing, reviewing traveller encampments and the traveller transit site and also reviewing transport strategy issues. The findings from these Working Groups will be reported to the Committee during 2019/20 and any relevant recommendations for change will be made to the Councils' Executives and other outside stakeholders as considered appropriate.

The Committee also has Procedure Rules which assist members in providing strong scrutiny, transparency and also to 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 2018/19**

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 2018/19:

Adur District Council – Councillors Stephen Chipp (Co-Chairman), Carol Albury, Catherine Arnold, Kevin Boram, Joss Loader Paul Mansfield, Andy McGregor, (Co Vice-Chairman) and Lavinia O'Connor

Worthing Borough Council – Councillors Roy Barraclough (Co-Chairman), Keith Bickers (Co-Vice-Chairman), Rebecca Cooper, Karen Harman, Charles James, Sean McDonald, 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 2019/20 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, Scrutiny and Risk Officer at Town Hall, Chapel Road, Worthing on 01903 221009 or on mark.lowe@adur-worthing.gov.uk

Joint Overview and Scrutiny Committee Work Programme 2019/20

<u>Date of meeting</u>	<u>Items for discussion</u>	<u>Report Author</u>	<u>Executive Members to be invited</u>
20 June 2019	Annual JOSC report for 2018/19	Joint Chairmen of JOSC	N/A
	Report from the Transport issues Working Group	Chairman of the Working Group	N/A
25 July 2019	Joint Revenue Outturn report 2018/19	Director for Digital & Resources/Chief Financial Officer	Executive Members for Resources
	Outline Budget Strategy 2019/20	Director for Digital & Resources/Chief Financial Officer	II
19 September 2019	West Sussex Air quality Strategy	Director for Communities/ West Sussex County Council	Executive Members for Wellbeing
	Rules of engagement	Director for Communities	Leaders and Executive Members for Customer Services
	Update on the delivery of the Housing Strategy - review of progress	Director for Communities	Executive Members for Customer Services
17 October 2019	Annual interviews with Council Leaders	Director for Digital & Resources	Leaders
	Review of the Progress in delivering the activities in Platforms for our Places - Questioning Chief Executive	Chief Executive	Adur & Worthing Executive Members

21 November 2019	Adur and Worthing and Joint Outline 5 year forecast and savings proposals - Executive Member interviews.	Director for Digital & Resources/Chief Financial Officer	Adur and Worthing Executive Members
30 January 2020	Worthing Budget Estimates 20/21 and setting of 2020/21 Council Tax Presentation from Southern Water on bathing water quality issues	Director for Digital & Resources/Chief Financial Officer N/A	Worthing Executives Adur Executive Member for the Environment, Worthing Executive Member for Regeneration, Executive Members for Wellbeing
19 March 2020	Review of the Progress in delivering the activities in Platforms for our Places - Questioning Chief Executive Leader interviews Annual Work Programme setting 2019/20	Chief Executive Director for Digital & Resources Director for Digital & Resources	Adur and Worthing Executives Leaders N/A
Date to be confirmed	Major Projects being undertaken in partnership with West Sussex County Council - Update Review of Corporate Assets Worthing Theatres - Review of the operation of the new contract Report from the JOSC Effectiveness of OSC's Working Group Report from the Working Group reviewing recycling Report from the JOSC Working Group on evening and Night Time economy Report from the Working Group on the review of the procedures for dealing with traveller incursions in Adur	Director for the Economy Head of Major Projects & Investment/Director for Economy Director for the Economy Chairman of the Working Group Chairman of the Working Group Chairman of the Working Group Chairman of the Working Group	Executive Members for Regeneration and relevant West Sussex County Council Cabinet Members Relevant Executive Members Worthing Executive Member for Customer Services N/A N/A N/A N/A

	and Worthing and use of the transit site.		
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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.