

Extract from the Joint Overview and Scrutiny Committee - 15 July 2015

JOSC/15-16/15 Joint Overview and Scrutiny Annual Report 2014/15

Before the Committee was a report by the Director for Digital and Resources, a copy of which had been circulated to all Members and a copy of which is attached to a signed copy of these minutes as item 8. As part of good practice and a requirement in the Council's Governance Action Plan, the Councils are required to produce a Joint Overview and Scrutiny Committee Annual report for 2014/15.

Members noted the annual report and asked that emphasis be placed on the opportunity for Members of the Public to come forward and ask for the committee to undertake a review.

Resolved:

- i) That the Joint Overview and Scrutiny Committee Annual report for 2014/15 be approved.
- ii) That the Annual report 2014/15 be submitted to Council for approval.

Extract from the Joint Senior Staff Committee - 17 September 2015

JSnSc/013/15-16 Review of the salary of the Chief Executive and Head of Paid Service

The Committee had before it a report from the Director for Digital and Resources, a copy of which had been circulated and is attached to the signed copy of these minutes as item 6.

The report provided the rationale and evidence for a review of the salary of the Chief Executive of Adur and Worthing Councils. A salary review had been promised to the Chief Executive on appointment in April 2013.

The report described how the role had expanded over the last two years to meet the ambitions of the Councils in driving economic growth, activating communities and improving customer experience. The report also highlighted the Chief Executive's successful record of delivery and underlined the importance of retaining key talent in a period of significant challenge and opportunity.

A Councillor suggested that the meeting should be adjourned in order for the report to go before the Joint Overview & Scrutiny Committee to gain greater credibility. The Chairman advised that it was the role of the Joint Senior Staff Committee to undertake a job evaluation for the Head of Paid Service, not the Joint Overview and Scrutiny Committee.

The Committee noted the current level of salary and how it compared with Chief Executive salaries at other Shared Councils. It was acknowledged that the salary was below the lower quartile figure of £117,156.

A Councillor questioned whether the Committee needed to see the Chief Executive's contract to ascertain whether there was any contractual obligation to increase salary. The Chairman advised that if the Committee was to consider the contract, it would need to do so in closed session. For the purpose of transparency, the Chairman was not minded to go into closed session. It was noted that an assurance had been made, during the appointment process, that a revaluation of the role would be undertaken within 2 years of appointment.

Clarification was sought as to whether the salaries outlined in paragraph 2.9 of the report were all paid to Chief Executives from Joint / Shared Councils. Officers confirmed that the focus had been on the most directly comparable roles.

The Leaders of both Councils informed the Committee that a performance review had been undertaken earlier in the year and that the role of the Committee was to consider whether the Chief Executive's salary was fit for purpose in relation to the role being undertaken. It was noted that proposed revisions to the Chief Executive's Job Description had been appended to the report at Appendix A.

A Member stated that the report lacked credibility due to a lack of independence, as it had been written by a Director who reported directly to the Chief Executive. It was suggested that the report lacked balance as it focused primarily on positives and the assertion that the current salary of £104k was not a good salary, was challenged. The Member also requested that the Committee remember that the rest of the staff had been awarded a 1% pay increase and that the proposed rise in this case was 20%.

The Committee was advised that independent advice had been sought and that the decision regarding salary was for Members to take, not Officers. Job revaluations had also been carried out across the rest of the organisation.

A Member stated that the current Council Leadership Team had put the Council in a much better position to help and support people in very difficult circumstances and that there had been a very noticeable change in approach and direction to the organisation.

Resolved,

The Joint Senior Staff Committee

- 1) recommended to both Adur District Council and Worthing Borough Council an increase to the salary of the Chief Executive to £115,000 effective from 1st April 2015;
- 2) recommended to both Adur District Council and Worthing Borough Council that the revised job description for the role of Chief Executive, provided in Appendix A, be adopted.

Extract from the Joint Governance Committee - September 2015

JGC/15-16/019 Recording of Council Meetings

Before the Committee was a report by the Director for Communities and the Solicitor to the Council, copies of which had been circulated to all Members and copies are attached to the signed copy of these Minutes as Item 9.

The report reviewed the effectiveness of the digital voice recording trial of Worthing Borough Council's Full Council meetings and considered the future digital voice recording of all Adur and Worthing Councils' Full Council and Committee meetings.

The Openness of Local Government Bodies Regulations 2014 and the impact on the public right to film, record and blog from Council and Committee meetings was also reviewed.

A Member requested that the recordings of meetings be indexed in such a way that the listener could skip to any part of the meeting they were interested in. Officers agreed to investigate how this could be achieved.

Members debated the merits of audio and visual recordings and discussed the cost and practicality of live streaming. Officers anticipated that Digital Apprentices, from Northbrook College, could support the filming of meetings.

Concerns were raised about the recording of meetings in closed session. A Member sought assurances that these would be managed sensitively and securely. Officers advised that future recordings would need to be separated into open and closed session and reassured Members that all recordings of meetings in closed session would be managed accordingly.

It was proposed and seconded, that from January 2016, all Adur and Worthing Council & Committee meetings be recorded.

Resolved,

That the Joint Governance Committee:-

- 1) noted the outcome of the trial of digital voice recording of the Full Council meetings of Worthing Borough Council and recommend to**

Worthing Borough Council the approval of digital voice recording of Full Council meetings, and uploading of such recordings onto the website, on a permanent basis;

- 2) recommended to Adur District Council the approval of digital voice recording of Full Council meetings, and uploading of such recordings onto the website, from January 2016;
- 3) **recommended that all Adur and Worthing Council Committee meetings, including Part B Exempt Information Reports, be recorded.**

Extract from the Joint Strategic Committee - 8 October 2015

JGC/15-16/020 Public Speaking Time at Worthing Planning Committee

Before the Committee was a report by the Director for the Economy, copies of which had been circulated to all Members and copies are attached to the signed copy of these Minutes as Item 10.

The Committee noted that Worthing Planning Committee had received a report (at a meeting on the 26 August 2015) setting out proposals to amend the public speaking times at the Planning Committee from 2 minutes to 3 minutes, and to amend the Constitution to allow additional speaking time at the Chair's discretion on contentious major applications and to allow the public to speak on enforcement reports.

A minute extract from the meeting had been circulated providing a summary of the main points of discussion and the resolutions from the Planning Committee.

Members expressed their support for the proposals, acknowledging the importance of facilitating the public having their say at Planning Meetings, albeit only on planning related matters.

Resolved,

That the Joint Governance Committee recommended that the proposals, as amended by the Worthing Planning Committee, be recommended to Worthing Council for adoption.



**Council
20 October 2015
Agenda Item 7D**

Extract from the Joint Strategic Committee - 8 October 2015

(to be circulated before the meeting)