



ADUR & WORTHING
COUNCILS

27 August 2024

Joint Overview & Scrutiny Committee

Date:	5 September 2024
Time:	6.30 pm
Venue:	QEII Room, Shoreham Centre, Pond Road, Shoreham

Committee Membership:

Adur District Council: Councillors; Joss Loader (Adur Chair), Nigel Jenner (Adur Vice-Chair), Carson Albury, Robina Baine, Emma Evans, Dan Flower, Andrew Harvey and Pauline Higgins

Worthing Borough Council: Councillors; Heather Mercer (Worthing Chairman), Elizabeth Sparkes (Worthing Vice-Chair), Dom Ford, Cathy Glynn-Davies, Dan Hermitage, Jon Roser, Samuel Theodoridi and Carl Walker

Agenda

Part A

- 1. Substitute Members**
- 2. Declaration of Interests**

Members and officers must declare any disclosable pecuniary interests in relation to any business on the agenda. Declarations should also be made at any stage such an interest becomes apparent during the meeting.

If in doubt contact the Legal or Democratic Services representative for this meeting.

- 3. Confirmation of Minutes**

To approve the minutes of the Joint Overview and Scrutiny Committee meeting held on 15 July 2024, copies of which have been previously circulated.

4. Public Question Time

So as to provide the best opportunity for the Committee to provide the public with the fullest answer, questions from the public should be submitted by 12.00 noon on 2nd September 2024

Where relevant notice of a question has not been given, the person presiding may either choose to give a response at the meeting or respond by undertaking to provide a written response within three working days.

Questions should be submitted to Democratic Services
democratic.services@adur-worthing.gov.uk

(Note: Public Question Time will operate for a maximum of 30 minutes.)

5. Members Questions

Councillors who are not members of this committee can ask questions under CPR 12 Questions should be relevant to the committee where the question is being asked and also relevant to an item on the agenda. Please contact Democratic Services for more information

Members question time is 30 minutes and questions should be submitted no later than 12.00 noon on 2nd September 2024.

Questions should be submitted to Democratic Services
democratic.services@adur-worthing.gov.uk

(Note: Members' Question Time will operate for a maximum of 30 minutes.)

6. Items Raised Under Urgency Provisions

To consider any items the Chairman of the meeting considers to be urgent

7. Consideration of any matter referred to the Committee in relation to a call-in of a decision

8. Update on the delivery of Our Plan and Interview with Chief Executive (Pages 5 - 40)

To consider a report by the Chief Executive, copy attached as item 8.

9. Review of JOSOC Work Programme (Pages 41 - 68)

To consider a report by the Director for Sustainability and Resources copy attached as item 9

Recording of this meeting

The Council will be livestreaming the meeting, including public question time. The recording will be available on the Council's website as soon as practicable after the meeting. The Council will not be recording any discussions in Part B of the agenda

(where the press and public have been excluded).

For Democratic Services enquiries relating to this meeting please contact:	For Legal Services enquiries relating to this meeting please contact:
Simon Filler Democratic Services Officer 01903 221364 simon.filler@adur-worthing.gov.uk	Joanne Lee Head of Legal Services & Monitoring Officer 01903 221134 joanne.lee@adur-worthing.gov.uk

Duration of the Meeting: Three hours after the commencement of the meeting the Chairperson will adjourn the meeting to consider if it wishes to continue. A vote will be taken and a simple majority in favour will be necessary for the meeting to continue.

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ADUR & WORTHING
COUNCILS

Joint Overview and Scrutiny Committee
5 September 2024

Key Decision [No]

Ward(s) Affected:N/A

Annual Performance update and work programme arising from the adoption of Our Plan and new Joint Priorities for Adur and Worthing Councils - including interview with Chief Executive and Leaders of Adur and Worthing Councils

Report by the Director for Sustainability and Resources

Executive Summary

1. Purpose

- 1.1 This report will assist the Joint Overview and Scrutiny Committee (JOSC) in questioning the Chief Executive and the Adur and Worthing Council Leaders.
- 1.2 Attached to this report are copies of two reports and appendices presented to the Joint Strategic Committee (JSC) on 17 July 2024 - one relating to the work programme for the Councils arising from the adoption of 'Our Plan' including the performance of Council services (Appendix A) and the other relating to new Priorities for Adur and Worthing Councils (Appendix B).

2. Recommendations

- 2.1 That JOSC reviews the work programme for the Councils arising from the adoption of 'Our Plan' and the latest performance of Council services as contained in the report to JSC, questions the Chief Executive on this work

and considers if it would like to make any recommendations or comments for her consideration.

- 2.2 That JOSC reviews the new agreed Joint Council Priorities for Adur and Worthing, questions the Council Leaders on these and considers if it would like to make any recommendations or comments to the Leaders for their consideration.

3. Context and Purpose of Scrutiny

- 3.1 As part of the agreed Work Programme for 2024/25, JOSC has agreed to interview and question the Chief Executive, Dr Catherine Howe, on progress in delivering the objectives set out in the Corporate Plan, 'Our Plan' including the Work Programme relating to this and the performance of Council services.
- 3.2 JOSC has also agreed to interview and question Council Leaders, Councillors Sophie Cox (Worthing) and Jeremy Gardner (Adur) on the new Joint Council Priorities.

4. Issues for consideration

- 4.1 JOSC is asked to consider the Corporate Plan and details of the report presented to the Joint Strategic Committee (JSC) on 17 July 2024 which are set out as an Appendix to this report, and JOSC is requested to question the Chief Executive on the progress in delivering the Corporate Plan, the Work Programme agreed for the work and the performance of Council services.
- 4.2 JOSC is also requested to consider the new Joint Council Priorities and details of the report presented to the JSC on 17 July 2024 is also set out as an Appendix to this report. JSC approved the joint priorities and noted the work programme as outlined in the 2024 Annual Performance update. JSC also agreed the work programme for Adur & Worthing Councils arising from the adoption of Our Plan, noted the performance of council services, agreed the mitigations on the areas at risk and noted the governance for managing programmes and performance.
- 4.3 As part of the new JOSC Work Programme for 2024/25, JOSC has allocated this JOSC meeting as a themed meeting to find out more about the delivery of the Corporate Plan and related work and also to discuss the new Council Priorities recently agreed by the new Political Administrations. It is part of the

Scrutiny role to fact find/investigate in the form of questions and JOSC is asked to direct questions to the Chief Executive and the Leaders as part of this item. The Committee is entitled to ask for further investigation into items where it may not be satisfied with the progress as described and put recommendations to the Chief Executive and/or Leaders.

5. Engagement and Communication

- 5.1 The Joint Chairs, Vice-Chairs of JOSC and relevant Officers have been consulted on the proposals contained in this report.

6. Financial Implications

- 6.1 There will be some financial implications arising from the overall content and delivery of the Corporate Plan and Council Priorities which will be covered under the overall budget process and other relevant reports on these issues.

7. Legal Implications

- 7.1 Under Section 111 of the Local Government Act 1972, the Councils have the power 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 continuous improvement in the way in which its functions are exercised having regard to a combination of economy, efficiency and effectiveness.

Background Papers

Reports relating to the Annual Performance update and work programme arising from the adoption of Our Plan and new Joint Priorities for Adur and Worthing Councils presented to the Joint Strategic Committee on 17 July 2024

[Joint Priorities](#)

[Annual Performance update](#)

Officer Contact Details:-

Mark Lowe

Scrutiny & Risk Officer

Tel: 01903 221009

mark.lowe@adur-worthing.gov.uk

Sustainability & Risk Assessment

1. Economic

Information on the economic aspects of the new Corporate Plan, the performance of related Council services and the economic related Council Priorities are explained in the reports to the Joint Strategic Committee.

2. Social

2.1 Social Value

While all the mission themes support local communities, the Thriving People mission theme outlines how the councils will support social development. The delivery of projects contained in the new Corporate Plan and new Council Priorities will help improve the communities and demonstrate Social Value.

2.2 Equality Issues

The reports presented to the Joint Strategic Committee outlines the importance of working with all local communities to tackle issues, as well as focusing on addressing inequalities, such as around cost of living and housing.

2.3 Community Safety Issues (Section 17)

The report presented to the Joint Strategic Committee on Council Priorities outlines the objective of having safer streets and homes that are more secure. There is also a specific indicator outlined in the Performance report relating to Annual Foundations 2023/24 on tackling anti-social behaviour.

2.4 Human Rights Issues

Matter considered and no issues identified.

3. Environmental

Information on developing the Councils and communities role in Tackling Climate Change and Supporting our Natural Environment is contained in the Corporate Plan. The new Council Priorities set out how the Councils aim to improve the environment.

4. Governance

This report and interviews provides the Joint Overview and Scrutiny Committee with an overview of the progress with the delivery of the Corporate

Plan, the performance of Council services and information on the new Council Priorities which were agreed in July 2024.



ADUR & WORTHING COUNCILS

Joint Strategic Committee
17 July 2024

Key Decision [~~Yes~~/No]

Ward(s) Affected: All

Annual Performance Update

Report by the Assistant Director of People and Change

Officer Contact Details

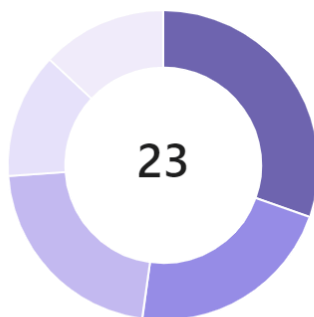
Noel Hatch

noel.hatch@adur-worthing.gov.uk

Executive Summary

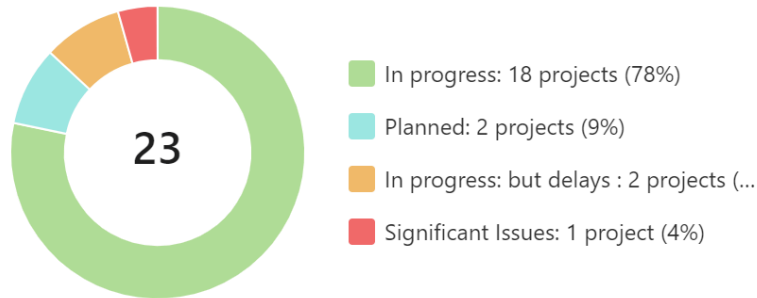
Adur & Worthing Councils have launched a single organisational work programme to better prioritise and manage programmes to align with council priorities and resources, with improvement in place to better track progress and manage projects.

Programmes by Mission

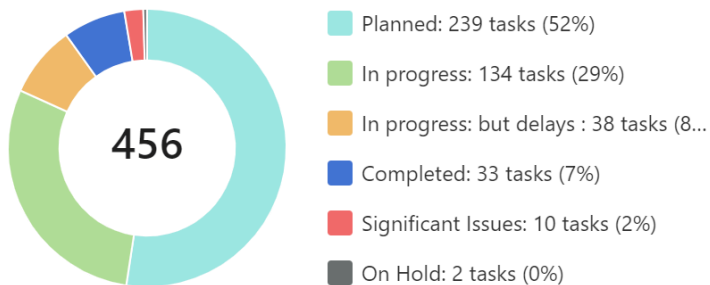


- Thriving Organisation: 7 projects (30%)
- Thriving People: 5 projects (22%)
- Thriving Economy: 5 projects (22%)
- Thriving Environment: 3 projects (13%)
- Thriving Places: 3 projects (13%)

Major Programmes by RAG Status



Milestones by RAG Status

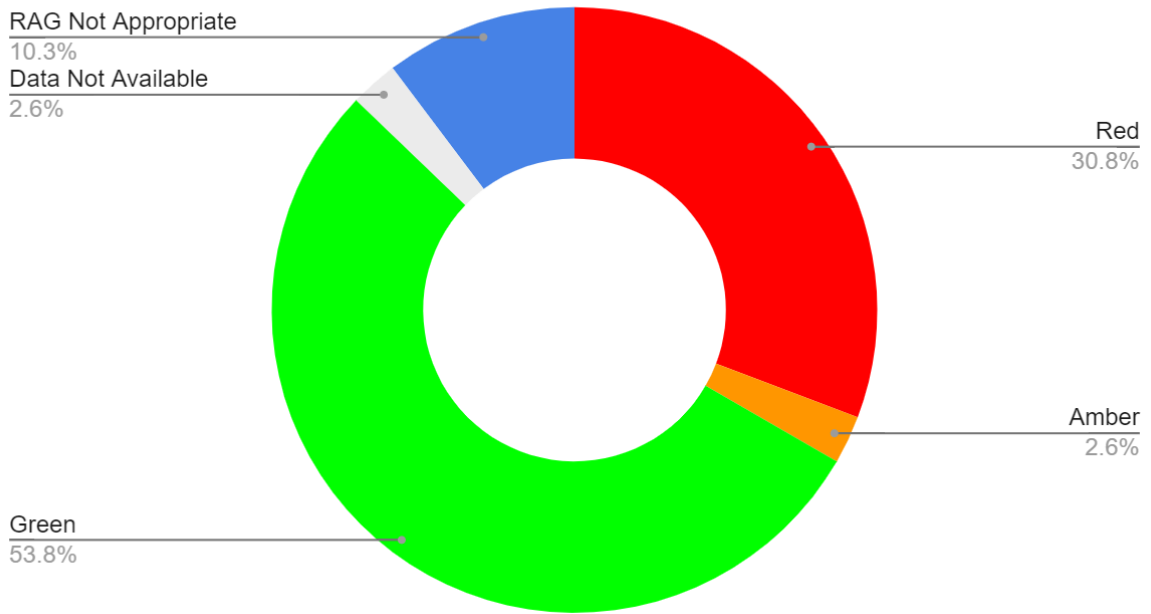


Performance

The organisation monitors the corporate performance of its services using thirty nine indicators. Section 5 outlines the 2023/24 performance.

Areas which are red include recycling rates, temporary housing, new affordable homes completed and response times for information requests and complaints. Mitigations have been put in place.

Overall



1. Purpose

The aim of the Annual Performance Update is to:

- 1.1. Outline the work programme for Adur & Worthing Councils.
- 1.2. Outline initial progress on the work programme.
- 1.3. Update on the annual performance of council services.
- 1.4. Outline the governance for how programmes and performance will be managed.

The following appendices provide more detail:

- Appendix 1 - Organisational Work Programme
- Appendix 2 - Performance of the Work Programme
- Appendix 3 - Foundations at Risk
- Appendix 4 - Annual Foundations 2023/24
- Appendix 5 - Mission Control

2. Recommendations

Joint Strategic Committee is asked to

- 2.1. Agree the work programme for Adur & Worthing Councils arising from the adoption of the Our Plan.
- 2.2. Note the performance of council services
- 2.3. Agree the mitigations on areas at risk
- 2.4. Note the governance for managing programmes & performance

3. Developing a single organisational work programme

3.1. Objectives

As a result of 'Our Plan' the organisation has set out programmes of work (described as missions) that enable Adur and Worthing Councils to demonstrate the work that is being undertaken and to ensure this work is delivering the services that our communities need.

As part of the Organisational Design programme, the organisation is redesigning the way it prioritises and manages its programmes and tracks its performance.

Through the development of a single organisational work programme based on joint priorities across both Adur & Worthing administrations, the organisation has improved how it prioritises programmes to:

- Provide it with a sustainable and manageable programme of work.
- Help prioritise what projects are delivered to support the Councils' joint priorities and manage resources.
- Strengthen the organisation's governance in how it tracks the delivery of projects through JSC and Member-Officer working groups.
- Enable the organisation to develop communications, participation and calls to action for residents, partners and Government on each of the priorities.

3.2. Overview of the approach

As part of the development of this work, officers led by the Corporate Leadership Team have undertaken extensive review of our work programmes so that the Councils can establish a comprehensible programme of work that the organisations can monitor and demonstrate progress.

The four main programmes remain the same as those set out in Our Plan:

- Thriving People.
- Thriving Places.
- Thriving Environment.
- Thriving Economy.

In order to make sure the Councils are tracking the work of the Organisational Design programme, Thriving Organisation has also been added as a new mission.

Under each mission sit a number of main programmes which will house a number of Tasks. Timelines for these programmes have been established to clearly show what work is currently being undertaken and which work is planned for the future. These programmes and milestones will also be RAG rated and show work that is progressing, work that is progressing with delays and work that has significant

issues. The programmes have been set up in a digital system called Asana, which can track all of the programmes across all programmes, and will be able to have up to date information as to the progress of each.

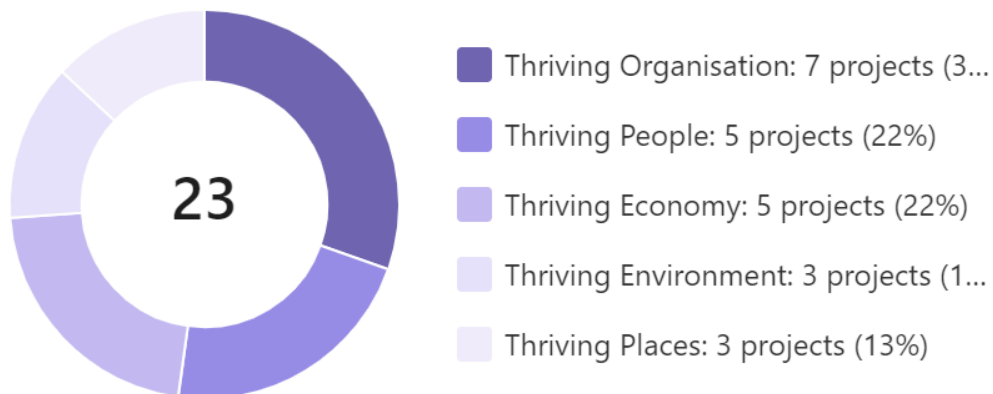
In addition to setting clear timelines and RAG ratings a number of Boards have been established that will support the monitoring, governance and prioritisation of the programme of work. This is outlined in section 5. The digital system will also be used to show how these map to Cabinet portfolios.

The Joint Strategic Committee will receive quarterly updates on the progress being made on our programmes. The first update is set out below.

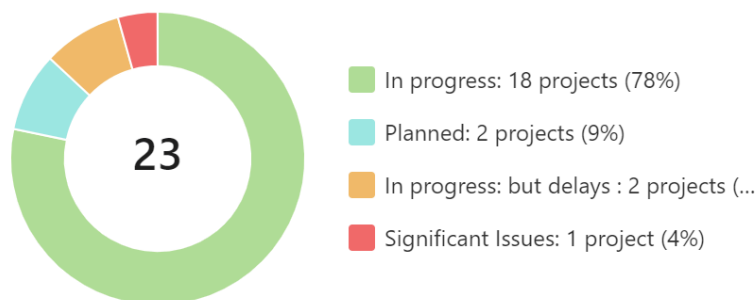
3.3. Overview of the work programme

The detailed work programme is in Appendix 1 - Work Programme. Below is a status of the work programme in terms of progress on delivery since May 2024.

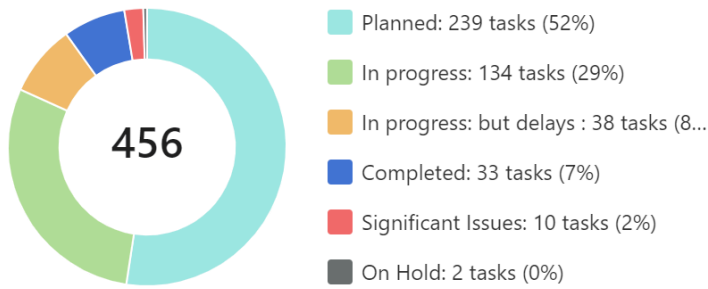
Programmes by Mission



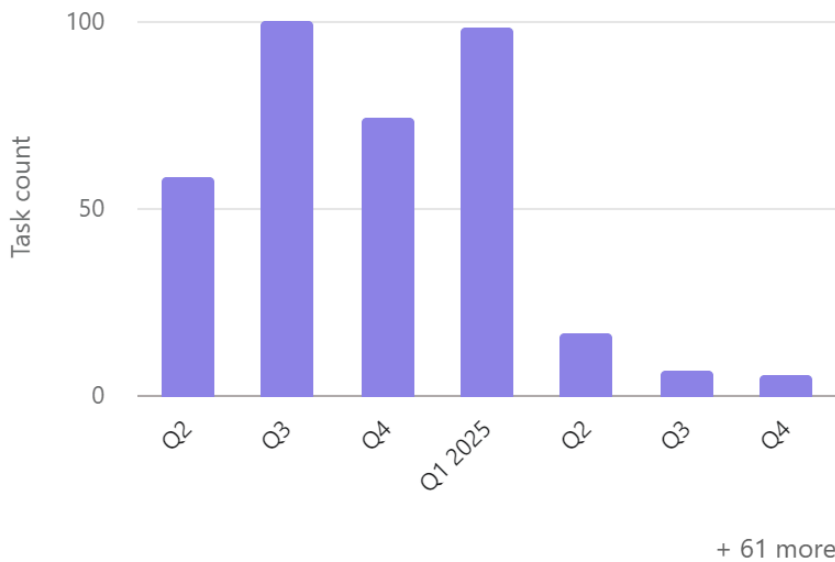
Major Programmes by RAG Status



Milestones by RAG Status



Total Milestones by Quarter



The number & proportion of milestones will increase between Q2 (59 milestones - 16%) and Q3 (101 milestones - 28%), dropping for Q4 (75 milestones - 21%), before rising again for Q1 2025/26 (99 milestones - 27%) and then significantly decreasing going forwards. The number of milestones will naturally be much lower the further into the future, as the latter stages of the programme will evolve. However, the chart gives an indication into the workload trends over quarters.

Definitions of quarters:

Q1	April-June
Q2	July-September
Q3	October-December

Q4	January-March
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Appendix 2 provides further detail on the Performance of the Organisational Work Programme under each mission theme.

3.4. Next steps on how the organisation improves management of programmes

With the work programme for the organisation prioritised, activity will be developed to improve management of projects & programmes, led by the Assistant Director of People & Change and the Senior Delivery Manager, supported by Delivery Managers. A Principal Project Accountant within the Finance department will provide targeted support to help services develop evidence based options for savings based on strong financial modelling. This will enable programmes to both deliver the outcomes and the savings/cost reduction/income required. They will work collaboratively with the People Hub supporting the redesigns.

The Triage Group will prioritise the support of Core Services to key projects to ensure a focused approach to resourcing our support is taken.

Appendix 5 - Mission Control [|](#) has further detail on improving the management of projects and programmes as well as detail on the governance.

4. Managing and tracking the Council's performance of Our Foundations

Underpinning our Mission work sit our Foundations. These are key performance indicators that are monitored across the organisation. Currently there are thirty seven Foundation indicators that are currently spread across four areas, including three directorates and one covering the "health" of the organisation:

- Place.
- Sustainability & Resources.
- Housing and Communities.
- Corporate Health.

4.1 End of year report for 2023/24 of the Council's performance of Our Foundations

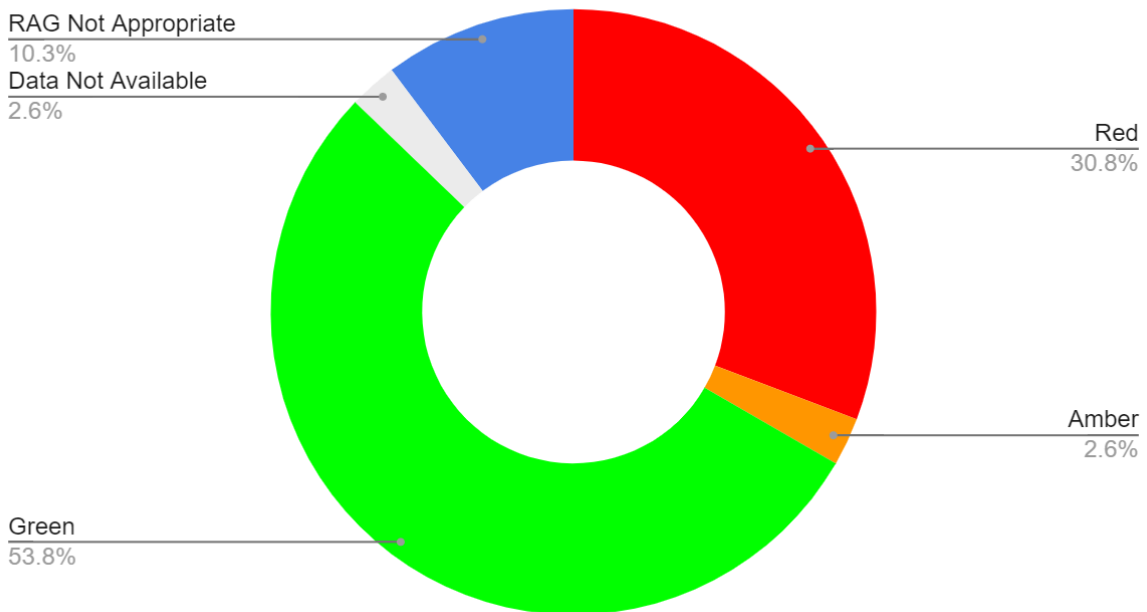
Of the 39 Foundations indicators, 21 are achieving target; one is near target; twelve are not achieving target.

There are four where a RAG status is not currently appropriate as this is either the first year we have recorded data or where no progress was expected. There is one where data is not available at this time - Percentage difference of hourly median rate for women compared to men, this figure will be reported later in the year when all data has been received and analysed.

RAG Status



Overall



Appendix 3 - Foundations at Risk has further detail on the Foundations not achieving target and that are near target as well as their cause and mitigation.

Appendix 4 - Foundations 2023/24 has the detail of the performance of all the Foundations.

4.4. Next steps to improve how we manage performance

Performance will be reported quarterly to the Joint Strategic Committee.

Work to improve the way that performance is reported is being put in place to strengthen Our Foundations, ensuring that they better align with Our programmes and demonstrate their delivery.

Further work to consider increasing the number of quarterly indicators (currently around a third are annual only) and work on improving target setting, to ensure that targets are realistic and also striving for improvement will take place, with criteria of strong KPIs being that they can be:

- The most important factors that help achieve one of the Mission themes.
- Used to drive improvement on the ground.
- Compared over time to anticipate trends.
- Benchmarked to other local areas.
- A balance of what services are reporting and what residents are experiencing.

5. Governance

5.1. Principles for governance

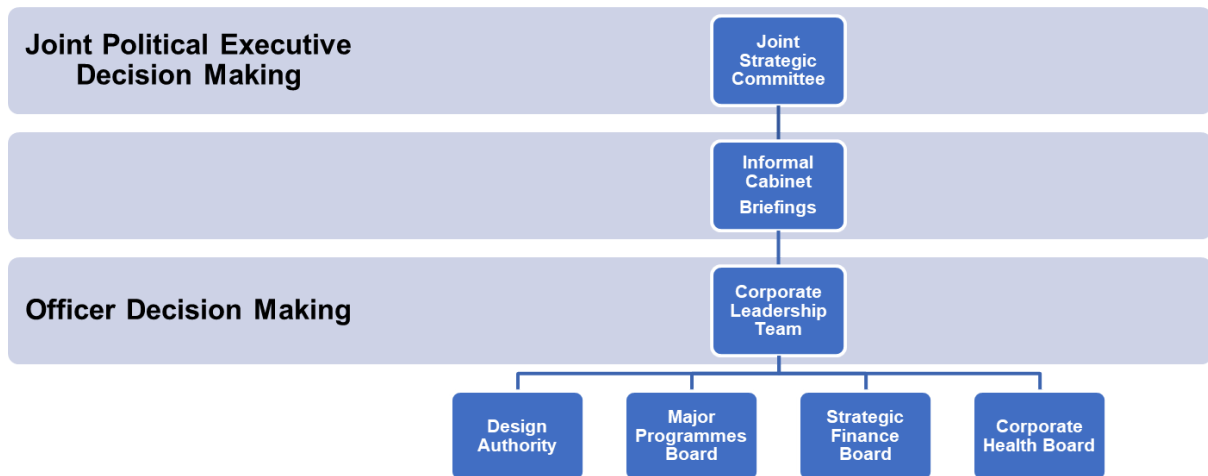
To better prioritise and manage programmes and track performance, it is important to set out clear governance around decision making.

- Well considered and robust governance increases resilience, helping the organisation to deliver its strategy in a way which is sustainable.
- Adaptive governance is flexible and responsive, growing organisational capacity to anticipate and respond to internal and external challenges.
- Good governance demonstrates integrity, which enhances trust and builds relationships, fostering a participative environment in which everyone's knowledge and experience is recognised and a greater sense of ownership and accountability develops.

5.2. Mission Control

Mission control is a new function for the organisation which delivers the approach the organisation is taking to achieve the above principles. It is the gatekeeper to the

work programme and will play a number of different roles in Organisational Design, with the governance outlined below.



5.2.1. Governance and decision making

- Prioritisation of work (within guide rails).
- Recommendations around prioritisation to CLT (outside of those guide rails).

5.2.2. Accountability

- Confirmation of decision making processes for complex decisions.
- Management of the scheme of delegation.

5.2.3. Providing a service

- Provides the strategic direction for delivering Our Plan.
- Manages the organisation's work programme and delivery of projects in service of programmes that require resources from outside of the service.

5.2.4. Reporting and performance

- Signposting where decisions need to be taken.
- Unblocking decision making and supporting delivery of work.

5.2.5. Managing process

- The annual planning and monitoring cycles
- Our long term planning and thinking process

5.2.6. New governance created

New boards at an officer level have been created to help manage the programmes, performance and operations of the Councils more effectively.

These are outlined in Appendix 5 - Mission Control.

6. Engagement and Communication

- CLT reviewed the work programme, with additional sessions to map out the programmes and align them within the Mission focus areas.
- Session with OLT was held to explain and explore the work programme and how this will help to meet and deliver the Councils Mission objectives.
- Informal Cabinets have reviewed the work programme and performance indicators.

7. Financial Implications

In February 2024, as part of the 2024/25 budget setting process, Adur and Worthing Councils approved the use of capital receipts through their capital flexibility powers to support the recruitment of temporary resources to support the delivery of the organisation design programme. An funding allocation of £480k has been made for delivery support and managing change over the two years 2024/25 and 2025/26 . The roles recruited to date include three Delivery Managers, a Delivery Officer and a Project Accountant.

8. Legal Implications

- 8.1 Although the Council's Corporate Plan was adopted by Full Council on recommendation from the Joint Strategic Committees the Constitution confirms that the supplementary policies, plans, strategies, operating procedures or protocols that sit under the Corporate plan do not need to be approved by Full Council. Those supplementary documents, plans and strategies can be approved by the relevant committee with responsibility for the area of operations concerned.
- 8.2 s1 of the Localism Act 2011 empowers the Council to do anything an individual can do apart from that which is specifically prohibited by pre-existing legislation
- 8.3 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.

Background Papers

The following appendices provide more detail:

- Appendix 1 - Organisational Work Programme
- Appendix 2 - Performance of the Work Programme
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- Appendix 5 - Mission Control

Sustainability & Risk Assessment

1. Economic

- How does this proposal/issue impact on the economic development of our places or the economic participation of our communities?

The Thriving Economy mission theme outlines how the councils will support the economic development of local places, including supporting local businesses, attracting external investment, and implementing regeneration projects.

2. Social

2.1 Social Value

- What impact does the proposal/issues raised have on our communities or specific groups within our communities?

While all the mission themes support local communities, the Thriving People mission theme outlines how the councils will support social development.

2.2 Equality Issues

2.2 Equality Issues

- Details of any equality issues, any equality impact assessment undertaken, or how the proposal impacts on access or participation.

The report outlines the importance of working with all local communities to tackle issues, as well as focusing on addressing inequalities, such as around cost of living and housing.

2.3 Community Safety Issues (Section 17)

- Details of how the proposal helps to reduce crime and disorder and meet the Council's duties regarding crime and disorder reduction targets.

There is a specific indicator outlined in Appendix 4 - Annual Foundations 2023/24 on tackling anti-social behaviour.

2.4 Human Rights Issues

- Does the proposal impinge on anyone's human rights and if so how is it justified under the Human Rights Act? Human rights include:
Right to a fair trial, respect for family life, private life, home and correspondence, freedom of thought, expression, assembly and association

and protection and quiet enjoyment of property and possessions. Also ask, is the action proportionate to the anticipated response or outcome?

3. Environmental

- Are there any implications for the management, custodianship and protection of our natural resources?

The report does not impinge on human rights and is proportionate to the anticipated outcomes of improving community engagement and quality of life.

4. Governance

- Are there any implications for or alignment with the Councils' priorities, specific action plans, strategies or policies?
- Are there any implications to the Councils' reputation or relationship with our partners or community?
- Any implications for resourcing, risk management (including health and safety), the governance of the either Council?

The report aligns with the Councils' priorities and shows how these will be delivered. The introduction of clear governance structures and regular performance tracking enhances the Councils' reputation and relationships with partners and the community.

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ADUR & WORTHING
COUNCILS

Joint Strategic Committee
17 July 2024

Key Decision [Yes/No]

Ward(s) Affected: All

Joint Priorities for Adur & Worthing Councils

Report by the Assistant Director of People and Change

Officer Contact Details

Noel Hatch

noel.hatch@adur-worthing.gov.uk

1. Purpose

The aim of this report is to:

- 1.1. Set out the joint priorities for Adur & Worthing Councils.

2. Recommendations

The Joint Strategic Committee is asked to

- 2.1. Agree the joint priorities for Adur & Worthing Councils.
- 2.2. Note the work programme as outlined in the [JSC July 2024 Annual Performance Update](#).

3. In context

Increasing demand for services in Adur and Worthing, years of inadequate central government funding and the urgent need for action to mitigate climate change means the way the councils have worked until now is unaffordable and unsustainable.

Businesses and community organisations face similar challenges. But if the councils work with them in partnership, the needs of Adur and Worthing citizens can be met.

At the local elections of May 2024, citizens in Adur and Worthing voted for administrations that have pledged their commitment to a fair, green and local future for their towns and villages.

Worthing Borough Council began this work after the local elections of May 2022. In May this year, a new administration was elected in Adur District Council. There is now an opportunity for greater joint-working between the two authorities.

The election of two administrations with the same mindset this year is an opportunity to strengthen the partnership between the two councils for the benefit of their communities.

As councils for the community, they will listen to their citizens to ensure their focus is on the issues that matter most to those who live, work, study and visit the area.

This paper outlines the approach and strategic priorities, more detailed delivery plans are outlined in the Annual Performance report which is also on the agenda for this meeting.

3.1. Councils for the Community

By working closely with communities across Adur and Worthing and with partners, the councils will reshape their services to make them more sustainable and accessible for those who need them, to ensure they can meet the needs of citizens of today and tomorrow.

The organisational redesign work which is underway is designed to create teams which are able to work more closely and more effectively with communities, helping to achieve their ambitions and supporting changes they want to see.

To create the capacity to do this the councils are changing how they work. This includes:

- Simplification of online processes, making it quicker and easier for residents to get in touch with teams and to access the services they need, while also allowing the councils to focus resources where they are needed most
- Designing of services in a way that balances the need to deliver savings with a focus on quality and future proofing delivery

- Improving how programmes and performance are managed, and developing the capabilities of staff so they can be more adaptive, participative and resilient
- Developing a financial strategy that helps the organisations to be financially resilient

A [programme has begun to redesign the councils' services to improve how they are run and make them more cost-efficient, where possible, for citizens](#). The councils are [using technology to make it easier for residents to report issues](#) and to [pay online](#). A review is also underway of the councils' strategic portfolio assets to ensure they provide the best value for money to support communities.

The councils are seeking to harness the power of community groups and networks to help Adur and Worthing citizens, businesses and the local environment to thrive. That includes greater partnership working on the projects that matter most to communities and improving neighbourhoods for everyone, to make Adur and Worthing cleaner, greener and fairer.

Across both Adur and Worthing, officers have sought to encourage citizens to have their say on the issues that affect them, including on the councils' [budgets](#), [community safety](#), [active travel](#), [shopping and retail](#) and the [future of the local economy](#)

Building on this work, the councils will work to engage more with those whose voices are not always heard, including younger and older people, to ensure that the lived experiences of all sections of the community are taken into account in decision making. Creative ways of funding community organisations and partners will also be explored and pursued.

As noted earlier, Worthing Borough Council adopted this approach in 2022 so can already point to demonstrable achievements in this work. This includes [the redesigning of the Community Infrastructure Levy \(CIL\) grant funding process in 2023 by officers working with councillors and the community to make it easier for local groups to apply for funding for projects](#). As a result, [£575,000 of developer contributions was distributed to 45 community groups across the borough](#), allowing for the growth of innovative projects to improve people's [wellbeing](#), [cost of living](#), [heritage](#), [culture](#) and [accessibility](#).

Both councils will therefore demonstrate a more community-led approach in the coming months through the development of new initiatives to increase engagement with citizens.

3.2. Fair, green and local

The councils will develop blueprints for the future of Adur and Worthing town and village centres to make them more environmentally friendly and more inviting for shoppers, visitors and workers. They will help citizens to travel in healthier and more environmentally-friendly ways, working with West Sussex County Council and community organisations to explore cycling infrastructure. Work has already begun on this:

- [In the last year both councils have installed new bike repair stations and hundreds of bike racks across Adur and Worthing to provide residents and visitors with better opportunities to travel actively and sustainably.](#)
- New, accessible public toilet facilities have been delivered at High Street multi-storey car park in Worthing and at the Shoreham Centre, and free litter-pick lockers have been introduced in parks and near the shore in Southwick, Lancing and Worthing.
- A partnership between Adur District Council and West Sussex County Council has led to the transformation of Southwick Square into a more welcoming, accessible and sustainable space for citizens and visitors. Adur District Council will be encouraging community use of the square.
- In June 2024 [Worthing Borough Council hosted the second Worthing Festival, with over 150 live music, arts and heritage events celebrating the wealth of local creative talent.](#)
- Separately, the new administration at Adur District Council has signalled its intention to work with cultural groups, businesses and traders to develop its own ideas to harness the creativity of citizens and promote the area for visitors and citizens.

The councils will work with partners to improve the environment to try to make Adur and Worthing the fairest and greenest coastal areas in the country. They will continue working to reduce the environmental impact by developing a strategy to replace their vehicles, tackle waste more efficiently and develop a circular economy. Increasing the use of solar technology and more environmentally-friendly methods of heating properties will also be explored. The potential for the introduction of 20mph zones in parts of Worthing to reduce air pollution will also be considered in consultation with residents and local communities.

It will also protect and restore local natural environments through initiatives like its Nature Strategy, and will continue to pursue pioneering environmental projects. Current examples include:

- [Kick-starting the launch of Sussex Bay, a movement powered by civic organisations, businesses and communities to generate £50m to speed up the recovery of Sussex's coast.](#)
- [Worthing Borough Council successfully applied for two new designated bathing waters](#) to add to those already in place in the town, as well as in Lancing, Shoreham Beach and Southwick. The council hopes the subsequent increase in testing by the Environment Agency will make it easier to identify and target polluters, to drive an improvement in water quality in Adur and Worthing.
- [Worthing Crematorium becoming the first in the world to trial a switch to cleaner, greener hydrogen energy.](#)
- Work beginning on [a district heat network for Worthing that will provide cleaner, greener energy to town centre buildings.](#)
- Adur District Council progressing plans with partners on the Adur River Recovery project to transform the estuary, create new habitats and increase biodiversity.

The councils will improve the parks and green spaces of Adur and Worthing to make them more welcoming and more accessible for everyone to use while also encouraging biodiversity through rewilding and the planting of more trees.

- Worthing Borough Council [launched the community tree scheme 'Trees for Streets', with 87 trees sponsored and planting underway](#), as well as the [planting of a community orchard](#) in Findon Valley.
- [National Green Flag awards have again been achieved by many of Adur and Worthing's beautiful and much loved green spaces](#).
- [Plans have also been finalised by Worthing Borough Council for Montague Place to be transformed into a vibrant green space that links the town to the sea](#).

3.3. Regenerating our streets and spaces

Adur & Worthing Councils are working with partners to develop an inclusive economy that works for everyone, through community wealth-building principles. This includes active support for local businesses, attracting external investment into high street and regeneration projects and working with partners to help the Sussex economy to grow for Adur and Worthing's citizens.

They will work to make the best use of every pound they have to spend into the local economy, developing procurement and commissioning strategies that build community wealth and a circular economy with anchor institutions.

The councils have [supported businesses to work in more inclusive and sustainable ways](#). Worthing Borough Council has had a focus since 2022 of improving Worthing town centre and the new Adur administration has committed to helping its high streets and businesses to thrive through investment in better signage, better promotion and enhanced greening of its public spaces.

Adur & Worthing Councils will continue to demand a fairer deal for their communities from central government and other agencies, to improve roads, health services and schools.

They will also fight to stop pollution being pumped into the sea, rivers and streams, working with the community and [other agencies](#) to push for the better water quality that citizens deserve.

3.4. A home you can call your own

Across Adur and Worthing there is a significant shortage of housing. There are 1,900 local households on the councils' housing waiting lists but there is nowhere near enough of the affordable accommodation the communities need. The councils are having to house hundreds of families outside the area, away from their friends, relatives, jobs and schools, which damages their quality of life and is very expensive.

- In recent months the councils have secured more than a dozen new units of temporary accommodation in [Worthing](#) for citizens who would otherwise be homeless to use as a first step back into having a permanent home. This accommodation is also far less costly to the councils than the use of hotels and B&Bs, particularly with last-minute bookings.
- The councils are also creating more of this first step accommodation themselves by converting office space they own, building new homes on their under-utilised land and looking for other sites that could be redeveloped for this purpose.
- Worthing Borough Council has [formed a partnership to provide new supported accommodation to tackle homelessness in partnership with housing providers and charities](#).

The councils are to work with partners to develop a housing strategy for the area, building on the launch of their new housing board. They will conduct an expanded housing needs assessment to support local planning and are also developing proactive homelessness prevention and tenancy sustainment programmes.

Working with housebuilders, the councils will find creative ways to build more good-quality, sustainable homes here for rent and first step accommodation for those at risk of becoming homeless.

Adur District Council is maintaining its focus on its under-utilised land to build new council homes for Adur citizens in need of somewhere to live. At the same time, the council will continue to progress with its improvement plan to make sure all of its existing Adur Homes properties are safe, secure and of a good standard.

- So far this year Adur District Council has built 14 new sustainable council homes in Sompting, Lancing, Shoreham and Fishersgate. Work is also underway on a further 65 new council properties in the district.
- This year, Worthing Borough Council agreed a [joint venture for a new development at Union Place](#) and sold [Teville Gate to Homes England to deliver sustainable homes and green space on that key location](#).
- In Shoreham, work to develop the former civic centre site to create homes for social rent and shared ownership is ongoing while hundreds of new properties are being built at Western Harbour Arm. While Adur District Council agrees that more homes are needed, it is determined to ensure that this is not at the expense of existing communities and that genuinely affordable homes are provided. The council will continue to work with developers to demand that projects cause the minimum impact on local residents and that the infrastructure needed to support these new homes is also supplied.

It's vital that homes are built that local citizens can afford, but the councils agree with the community that designated green spaces are not the right place for developments. Instead the councils are committed to prioritising house-building on derelict or under-used brownfield land and will take steps to protect Adur and Worthing's beautiful countryside.

Worthing Borough Council is continuing its fight to prevent the development of Chatsmore Farm and will robustly defend the site against housebuilder Persimmon Homes at a planning inquiry later this year.

These aren't Adur issues or Worthing issues, but issues that affect each and every citizen across the area in some way or other. Working together with their communities, the councils can better respond to the challenges they face, to make Adur and Worthing better for everyone who lives, works and visits here.

3.5 Continuing to respond to the cost of living crisis

Both councils are continuing to focus on the cost of living. The aftermath of Covid, inflationary costs, wider economic challenges and the enduring impacts of coastal inequalities, continue to impact many of our communities. This disproportionately impacts lower income families, single households, lone parents, people with disabilities and those in insecure work. It means that some of our communities cannot access or retain decent homes, buy enough quality and healthy food, afford to heat their homes and generally afford to live. There are communities living side by side, with different levels of life expectancy and quality of lives and many children are growing up in unacceptable levels of poverty.

In Worthing a cost of living emergency was declared in 2022 and both councils developed a cost of living roadmap setting out how officers, working with partners and communities, would undertake work to support the most vulnerable people in Adur and Worthing. This focused on energy and utility costs, housing costs, financial exclusion and food poverty.

Within these programmes, we have continued to work with food partners who have provided a lifeline to many communities in food need, during and after Covid, providing resources where we have been able to and continuing to work in partnership to support the development of more sustainable approaches to alleviating food poverty.

Officers have continued to develop and invest external funding into our proactive programme. Using data from our Low Income Family Tracker (LIFT), teams have been prioritising those at risk of homelessness to provide early help and maximise income levels where possible. Whilst this will be reported more widely in the autumn, some headlines for this work include the use of the partnership project TellJo to target those on the housing register. During May, TellJo was used to assess 122 households, generate £12,333 income and support an average of 1.7 referrals to support agencies per household. Officers have also been targeting the Household Support Fund to help prevent homelessness and enable people to move out of temporary accommodation. Our Proactive team which focuses on helping people who are most in need is now being designed into our teams as business as usual and there is a focus on using and sourcing external resources to support this work.

4. Our Plan: Delivering a programme to support the joint priorities



The councils have developed a work programme that will:

- Provide staff with a sustainable and manageable programme of work
- Prioritise the projects they deliver to support the joint priorities and manage their resources effectively
- Strengthen governance in how they track the delivery of their projects through JSC and member-officer working groups
- Support wider work in how they communicate with and involve local communities, civil society organisations, businesses and other partners on the priorities.

Further detail is outlined in the [JSC July 2024 Annual Performance Update report](#).

5. Engagement and Communication

- The joint priorities are based on the manifestos of the Adur administration and the Worthing administration.

- This document has engaged the Corporate Leadership Team and Informal Cabinets.
- Communications have taken place extensively on the different projects highlighted above and these are hyperlinked accordingly.

6. Financial Implications

- 6.1 Future financial planning will be aligned to the joint priorities of Adur and Worthing Council both in the medium term financial plan and the capital programme. In year, priorities will need to be delivered against the approved revenue and capital budgets unless additional external funding is achieved that would enable further delivery beyond.

7. Legal Implications

- 7.1 Section 1 of the Localism Act 2011 empowers the Council to do anything an individual can do apart from that which is specifically prohibited by pre-existing legislation.
- 7.2 Section 3(1) of the Local Government Act 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.

Background Papers

- [New Priorities for Worthing Borough Council - 5 July 2022](#)
- [Strategic Priorities for Worthing Borough Council: 2022/3 Progress Update Report and New Priorities for 2023/24 - 13 June 2023](#)
- [JSC July 2024 Annual Performance Update report - 19 July 2024](#)

Sustainability & Risk Assessment

- A Sustainability and Risk Assessment must be completed for all reports.
- Identify Positive or negative implications, and how we may address to leverage these implications.
- If no issues are identified under a heading then it should read "Matter considered and no issues identified."

1. Economic

- How does this proposal/issue impact on the economic development of our places or the economic participation of our communities?

The report outlines key economic priorities such as regenerating high streets and spaces and support a thriving economy.

2. Social

2.1 Social Value

- What impact does the proposal/issues raised have on our communities or specific groups within our communities?

The report outlines key social priorities including being fair, green and local, acting as councils for the community and enabling people to have a home they can call their own.

2.2 Equality Issues

- Details of any equality issues, any equality impact assessment undertaken, or how the proposal impacts on access or participation.

The report has a particular focus on tackling the cost of living crisis and its disproportionate impacts.

2.3 Community Safety Issues (Section 17)

- Details of how the proposal helps to reduce crime and disorder and meet the Council's duties regarding crime and disorder reduction targets.

The report outlines the objective of having safer streets and homes that are more secure.

2.4 Human Rights Issues

- Does the proposal impinge on anyone's human rights and if so how is it justified under the Human Rights Act? Human rights include:
Right to a fair trial, respect for family life, private life, home and correspondence, freedom of thought, expression, assembly and association and protection and

quiet enjoyment of property and possessions. Also ask, is the action proportionate to the anticipated response or outcome?

The content of the report does not impinge on human rights and are proportionate to the anticipated outcomes of improving community engagement and quality of life.

3. Environmental

- Are there any implications for the management, custodianship and protection of our natural resources?

The report outlines objectives to be more environmentally friendly, building on existing successes in this area.

4. Governance

- Are there any implications for or alignment with the Councils' priorities, specific action plans, strategies or policies?
- Are there any implications to the Councils' reputation or relationship with our partners or community?
- Any implications for resourcing, risk management (including health and safety), the governance of the either Council?

The report outlines the councils priorities and also refers to the Annual Performance Report which outlines the delivery plans for the priorities and Financial Strategy to help the organisation be more financially resilient. These are also coming to the Joint Strategic Committee in July 2024.

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ADUR & WORTHING
COUNCILS

Joint Overview and Scrutiny Committee
5 September 2024

Key Decision [No]

Ward(s) Affected:N/A

Review of Joint Overview and Scrutiny Committee Work Programme for 2024/25

Report by the Director for Sustainability & Resources

Executive Summary

1. Purpose

- 1.1 This report sets out progress with the delivery of the new Joint Overview and Scrutiny Committee (JOSC) Work Programme for 2024/25 which is submitted to the Committee for consideration and comment.
- 1.2 This report also includes the details of:-
 - a scrutiny request submitted by Councillor Emma Evans relating to commemorative events which JOSC will need to consider and decide whether or not the matter should be added to the Work Programme; and
 - Information on the Housing related themed meeting which is taking place on 7 November 2024 which is attached again at Appendix C to this report.

2. Recommendations

- 2.1 That JOSC consider and review the progress with the proposed delivery of its Work Programme for 2024/25 and confirm the arrangements for the next meetings, in particular, the Housing related themed JOSC meeting on 7 November 2024.

- 2.2 That JOSC consider the Scrutiny request submitted and whether or not it should be added to the JOSC Work Programme

3. Context and Purpose of Scrutiny

- 3.1 It is good practice for an Overview and Scrutiny Committee to set a Work Programme outlining its work for the forthcoming year. In accordance with the terms of the Constitution and Paragraph 9.2 of the Joint Overview and Scrutiny Procedure Rules, the Work Programme is then reported to Council meetings for approval and for 2024/25 this was done at the Council meetings in July 2024.
- 3.2 A report must also be taken to each full Council on an annual basis detailing any changes to the Work Programme and this is usually reported mid year and for 24/25 this will be done in December 2024.

4. Issues for consideration

- 4.1 At its meeting on 15 July 2024, JOSC agreed a new Work programme for 2024/25 which was also agreed by the Council meetings later in July 2024. This new and reset Work Programme aims to help improve the effectiveness of overview and scrutiny and strictly apply the PAPER criteria. The Work Programme is now as fluid, proactive and clear as possible to help the Committee consider items which are relevant to the work of the Councils and align more closely with the Councils' strategic priorities and can help make a difference.
- 4.2 Although the new JOSC Work Programme has been reset it will still need to be flexible in order for JOSC to be able to consider any important additional items that might arise during the course of the Municipal Year. Therefore, JOSC needs to continually review the Work Programme for any changes required and requests for items to be added to the Work Programme should be considered by the Chairs and put to JOSC for consideration.
- 4.3 Items for the Work Programme should, however, be chosen/guided by how closely they align with the Councils' Strategic priorities and how the Committee can influence the outcomes and also general value and outcomes in accordance with the (PAPER criteria) - P - Public interest, (A) - Ability to change, (P) - Performance, (E) - Extent and (R) - Replication.

4.4 As part of the review process, JOSC is requested to consider a scrutiny request proposal from Councillor Emma Evans for JOSC to review the Councils' policy on commemorative events. Information relating to this request is set out at Appendix B to this report and this also contains a recommendation from the JOSC Chairs on this item. JOSC should also use the Forward Plan of Key decisions as a tool to identify and scrutinise items before the Executive decision is taken. This will assist in the Pre scrutiny role and the latest editions of the Forward Plan can be accessed here - [Forward plan of Key decisions](#)

4.5 The JOSC Work Programme for 2024/25 is set out at Appendix A to this report. The Committee is requested to review the JOSC Work Programme and confirm arrangements for the meeting on 7 November 2024 when there is due to be a housing themed meeting. Information on the Housing related meeting is attached again at Appendix C to this report.

5. Engagement and Communication

5.1 The JOSC Chairs and Vice-Chairs and the Council Leadership Team have been consulted on the proposals contained in this report.

6. Financial Implications

6.1 There are no direct financial implications to consider within this report.

7. Legal Implications

7.1 Under Section 111 of the Local Government Act 1972, the Councils have the power 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. The Joint Overview and Scrutiny Committee undertakes the overview and scrutiny role for the Councils and helps drive improvement and can review new ways of delivering services.

7.4 The Joint Overview and Scrutiny Committee is required to set a Work Programme each year in order to manage its work. Paragraph 9.2 of the current Joint Overview and scrutiny Procedure Rules which form part of the Councils' Constitutions and are binding on all Members, states that the Work Programme will be approved by both Councils and any changes to the Work Programme should be submitted to the Councils approximately mid year for noting.

Background Papers

Constitution and Joint Overview and Scrutiny Procedure Rules

Report on new JOSC Work Programme - JOSC meeting on 15 July 2024 [New JOSC Work Programme report - 15 July 2024](#)

Officer Contact Details:-

Mark Lowe

Scrutiny and Risk Officer

Tel No: 01903 221009

mark.lowe@adur-worthing.gov.uk

Sustainability and Risk Assessment

1. Economic

Some of the issues scrutinised as part of the Work Programme could impact on the local economies.

2. Social

2.1 Social Value

Some of the issues to be scrutinised as part of the Work Programme will have an impact on the communities.

2.2 Equality Issues

Matter considered and no direct issues identified.

2.3 Community Safety Issues (Section 17)

Some of the issues being scrutinised will have community safety implications. JOSC is holding a Community Safety themed meeting on 3 December 2024.

2.4 Human Rights Issues

Matter considered and no issues identified.

3. Environmental

Matter considered. All items considered by JOSC will consider any impacts on climate change.

4. Governance

Items for the Work Programme should be chosen guided by how closely they align with the Councils' Strategic priorities and how the Committee can influence the outcomes and also general value and outcomes in accordance with the (PAPER criteria) - P - Public interest, (A) - Ability to change, (P) - Performance, (E) - Extent and (R) - Replication. It is good practice for an Overview and Scrutiny Committee to set its Work Programme ahead of the next Municipal Year. The current Joint Overview and Scrutiny Procedure Rules state that the Work Programme will be approved by both Councils in April and that any changes to the Work Programme should be submitted to the Councils approximately mid year for noting.

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Adur & Worthing Joint Overview and Scrutiny Committee Work Programme - 2024/2025

**Joint Overview and Scrutiny Committee - 5 September 2024
Shoreham Centre**

<u>AGENDA ITEM</u>	<u>AUTHORITY</u>	<u>REPORT AUTHOR</u>	<u>EXECUTIVE MEMBERS/OFFICERS TO ATTEND</u>	<u>CHANGE TO ORIGINAL WORK PROGRAMME?YES/NO/REASON AND STATUS OF ITEM</u>
<p>Update on the delivery of Our Plan and interview with Chief Executive - Including review of Strategic Priorities</p> <p>Reason for Scrutiny - To question the Chief Executive on the progress in delivering the</p>	Joint	Chief Executive	Chief Executive and Leaders	No

objectives in 'Our Plan'				
<p>Review of JOSC Work Programme and consideration of any possible items for future Scrutiny (This item includes a review of the Forward Plan)</p> <p>Reason for Scrutiny - To provide an ongoing review of the Work Programme.</p>	Joint	Director for Sustainability & Resources	No	No

Joint Overview and Scrutiny Committee - 7 November 2024 - Worthing Town Hall

<u>AGENDA ITEM</u>	<u>AUTHORITY</u>	<u>REPORT AUTHOR</u>	<u>EXECUTIVE MEMBERS/OFFICERS TO ATTEND</u>	<u>CHANGE TO ORIGINAL WORK PROGRAMME?YES/NO/REASON AND STATUS OF ITEM</u>
<p>Housing related themed meeting - Housing supply across Adur and Worthing and scrutiny of the Housing Strategy (See Scrutiny request assessment attached to this Work Programme) Reason for Scrutiny - To discuss the issues and to seek to influence further investigation/discussions relating to additional housing provision in Adur and Worthing.</p>	Joint	Director for Housing and Communities	Director for Housing and Communities Assistant Director Housing and Homelessness Prevention Housing Cabinet Members	No
<p>Budget Scrutiny update - The Budget Scrutiny Working Group will provide an interim report on its Budget and Finance Scrutiny related work Reason for Scrutiny - To</p>	Joint	Chairman of the Working Group	No	No

provide updates on the work of the Working Group and for JOSC to undertake budget scrutiny.				
<p>Review of JOSC Work Programme and consideration of any possible items for future Scrutiny (This item includes a review of the Forward Plan and a review of the Corporate Risks and Opportunities register)</p> <p>Reason for Scrutiny - To provide an ongoing review of the Work Programme</p>	Joint	Director for Sustainability & Resources	No	No

**Joint Overview and Scrutiny Committee - 3 December 2024
Worthing Town Hall - Community Safety themed meeting**

<u>AGENDA ITEM</u>	<u>AUTHORITY</u>	<u>REPORT AUTHOR</u>	<u>EXECUTIVE MEMBERS/OFFICERS TO ATTEND</u>	<u>CHANGE TO ORIGINAL WORK PROGRAMME?YES/NO/REASON AND STATUS OF ITEM</u>
<p>Crime and Disorder update - Interview with the Chairs of the Adur & Worthing Safer Communities Partnership (SCP) - Interview with Adur & Worthing District Police Commander and local Superintendent Reason for Scrutiny - To undertake the formal crime and disorder scrutiny role and scrutinise the work of the SCP.</p>	Joint	Director for Sustainability & Resources	Joint Chairs of the Adur & Worthing Safer Communities Partnership and Cabinet Members.	No.
<p>Review of JOSC Work Programme including note of changes made since Work Programme agreed by Councils in July 2024. (This item includes a review of the Forward Plan)</p>	Joint	Director for Sustainability & Resources	No	No

Reason for Scrutiny - To provide an ongoing review of the Work Programme.				
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**Joint Overview and Scrutiny Committee - 28 January 2025
Worthing Town Hall**

<u>AGENDA ITEM</u>	<u>AUTHORITY</u>	<u>REPORT AUTHOR</u>	<u>EXECUTIVE MEMBERS/OFFICERS TO ATTEND</u>	<u>CHANGE TO ORIGINAL WORK PROGRAMME?YES/NO/REASON AND STATUS OF ITEM</u>
<p>Budget update and scrutiny - Joint Budget and Worthing only including report from the Budget Scrutiny Working Group</p> <p>Reason for Scrutiny - To undertake formal scrutiny of the Budget and consider if any comments should be forwarded to the JSC.</p> <p>Note: This item is subject to the Budget update report moving to the January JOSOC pending outcomes of the JOSOC Working Group review and changes to Budget</p>	Joint	Chief Financial Officer	Chief Financial Officer	No

Procedural rules - Work will also be ongoing with the Budget Scrutiny Working Group before this item is considered.				
To receive feedback from a JOSC Working Group set up to review the Workforce Development programme. (See the covering report for further information on this topic and the Scrutiny request attached as an appendix Reasons for Scrutiny - To assist with pre-policy development of the Workforce Development programme.	Joint	JOSC Working Group	Assistant Director for People and Change	No
Risks and Opportunities - To consider Scrutiny request to review how the Risks and Opportunities Register is presented to the Joint Audit & Governance Committee. See	Joint	Director for Sustainability and Resources	Director for Sustainability & Resources	No

<p>Scrutiny request assessment attached to this Work Programme) Reasons for Scrutiny - To assess the presentation of Risks and Opportunities information that is presented to the Councils and how JOSC might recommend improvements to the way the information is presented.</p>				
<p>Review of JOSC Work Programme.(This item includes a review of the Forward Plan) Reason for Scrutiny - To provide an ongoing review of the Work Programme.</p>	Joint	Director for Sustainability & Resources	No	No

Joint Overview and Scrutiny Committee - 27 February 2025 - Worthing Town Hall -

<u>AGENDA ITEM</u>	<u>AUTHORITY</u>	<u>REPORT AUTHOR</u>	<u>EXECUTIVE MEMBERS/OFFICERS TO ATTEND</u>	<u>CHANGE TO ORIGINAL WORK PROGRAMME?YES/NO/REASON AND STATUS OF ITEM</u>
<p>Communications Strategy/Public engagement - How do we better communicate to the residents in Adur and Worthing the role of the Council, its officers and Members and how does this interact with the Council in the Community work being carried out. (See Scrutiny request attached to this Work Programme)</p> <p>Reasons for Scrutiny - To find out more about the Councils' current approach to communications and public engagement with local residents. This item will provide local residents with a better understanding of the work</p>	Joint	Assistant Director for People and Change	Assistant Director for People and Change Relevant Cabinet Members for this area of work	No

of the Councils and how they are/can be engaged or involved in that work. (See Scrutiny request form attached)				
<p>Annual feedback report from meetings of the West Sussex Health & Adult Social Care Scrutiny Committee (HASC) - Issues affecting Adur & Worthing</p> <p>Reason for Scrutiny - To review the work of the HASC and the impact on Adur and Worthing</p>	Joint	Director for Sustainability & Resources and verbal report from the Council Members on HASC	Council Members on HASC to report.	No
<p>JOSC Work Programme setting 25/26 (This item will include a review of the Forward Plan and a review of the Corporate Risks and Opportunities register)</p> <p>Reason for Scrutiny - To provide an ongoing review of the Work Programme and set a JOSC Work Programme for 25/26.</p>	Joint	Director for Sustainability & Resources	No	No

PREVIOUS MEETINGS

**Joint Overview and Scrutiny Committee - 15 July 2024
Shoreham Centre**

<u>AGENDA ITEM</u>	<u>AUTHORITY</u>	<u>REPORT AUTHOR</u>	<u>EXECUTIVE MEMBERS/OFFICERS TO ATTEND</u>	<u>CHANGE TO ORIGINAL WORK PROGRAMME?YES/NO/REASON</u>
Monitoring Officer decision in respect of Call-In Reason for Scrutiny - To provide JOSC with information on a Call-In received by the Monitoring Officer and her decision.	Worthing	Assistant Director for Legal & Democratic Services	Assistant Director for Legal & Democratic Services	No
Consideration of the JOSC Working Group report - Effectiveness of Overview and Scrutiny	Joint	JOSC Working Group	No	No

Reason for Scrutiny - To review the report and recommendations from the Working Group				
<p>JOSC Work Programme setting for remainder of 2024/25 and approval of Membership of the Working Groups (This item includes a review of the Forward Plan)</p> <p>Reasons for Scrutiny - To set a Work Programme for JOSC covering 2024/25 in light of the outcome of the JOSC Member Workshops, JOSC Working Group report, debate and recommendations of the Committee arising from the previous item.</p>	Joint	Assistant Director Legal & Democratic Services	Assistant Director Legal & Democratic Services	No
<p>Annual JOSC report for 2023/24</p> <p>Reason for Scrutiny - To agree the Annual report for reporting to Council</p>	Joint	Director for Sustainability & Resources	No	No

meetings.				
Teville Gate - Freehold land sale Reason for Scrutiny - To provide JOSC with background information on the land sale.	Worthing	Assistant Director Regenerative Development/Assistant Director for Legal & Democratic Services	Assistant Director Regenerative Development/Assistant Director for Legal & Democratic Services	No

Note:- This draft Work Programme is a 'live' document and all dates and items contained in it are provisional and subject to change in agreement with the JOSC, Joint Chairs/Vice-Chairs and relevant Officers.

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APPENDIX B

Scrutiny request (and Review of PAPER Criteria)

A large number of local residents were disappointed at a perceived lack of commemorative events led by Adur Council for the 80th anniversary of D Day. I feel that there needs to be a plan for future commemorative events so we at least have clear comms regarding community events happening but ideally have some plans in place to cover the communities wishes.

Request from - Councillor Emma Evans

Public interest

A number of Councillors received many complaints and queries over the lack of leadership by the Council to commemorate this event.

Score = 5

Ability to change -

Put together a plan for future commemorative events.

Score = 5

Performance -

Whilst not statutory, commemoration of significant historical events is incredibly important to our communities

Score = 3

Extent -

I am only concerned with Adur, however I know that many residents in Worthing feel the same.

Score = 5

Replication -

No. This matter has not previously been considered by JOSC.

Score = 5

Expected Outcomes of the review -

- What is the expected outcome of the review?
- Who will the Committee submit advice, observations, comments or recommendations to?
- What does the Committee need to know, or gain a clearer understanding of, in order to achieve the outcome?
- What is the Committee trying to achieve from the review (i.e develop policy, investigate shortcomings or gaps, investigate the effects of policy etc)?

A plan for future events.

What is the methodology for the review?

- Is the review so in depth that a Working Group review is recommended
- An Officer Report to the Committee
- Themed Meeting / inquiry for review, discussion, recommendations

JOSC could receive an Officer report relating to this item to be considered at a JOSC meeting.

What time should be allocated for the review?

- How much time should be allocated to the item review?
- How long would a working group need to conclude a review?
- If there is a Themed meeting will this be for all or part of the meeting?

This item could be reviewed as an item on the JOSC agenda and JOSC could receive an Officer report.

Guests/Speakers/Resources required

- Who will need to be involved with the review - guests (cabinet members, officers, community representatives, experts), consultees and in what capacity

- Might there be a requirement for training and or external advice?

Relevant Officers with responsibility for this area of work will need to attend JOSC to provide further information.

Relevant Cabinet Members could also be invited to attend for this item. This item fits into the Portfolios of the Leaders and also Cabinet Member for Culture and Leisure in Worthing and Environment and Leisure in Adur.

Committee time/date required

- When does the review need to be carried out by?
- Are there critical dates that the committee must meet?
- When will the working group present its findings to the Committee?

JOSC should consider this item on an appropriate date in the calendar year to advise what events are planned and what events are being considered to enable the issue to be considered and to enable JOSC to be able to input into the process.

Communications

- What communications are required for the review (i.e will there be a requirement for public engagement, will there be opportunities for promotion of the work of the Committee)

JOSC will need to decide any level of public engagement for this item. JOSC could provide social media comms on the issue when the agenda is published in order to publicise consideration of the issues and could also seek public views on the issue.

Does the proposed review link with the Council strategic objectives or does the Joint Overview and Scrutiny Committee have the ability to influence and/or add value on the subject?

JOSC can review the Councils' approach to commemorative events and consider if any comments need to be referred to the Cabinet Members and relevant Officers if it is considered that change is required to the policy on the provision of commemorative events.

The Councils strive to be 'Participative Councils' and engaging with local residents and interest groups on this issue will help involve local people more closely in the provision of events. The Councils also strive to enable

better empowered communities through improved participation.

JOSC is also committed to improving public engagement in its work.

Recommendation from JOSC Chairs/Vice-Chairs:-

That the scrutiny request be supported and an Officer report on the issues be submitted to a future JOSC meeting on the basis that the item is of interest to local residents and is non political.

Housing Themed item - JOSC meeting on 7 November 2024

Issue - The development of the new Adur and Worthing Housing Strategy affords an opportunity for JOSC to provide some scrutiny of the Strategy as it is being developed. The Strategy will address some key strands of work including:

- The prevention of homelessness
- Delivery of affordable homes
- Health and wellbeing as part of housing
- Ensuring safe, decent and sustainable homes

Request from - JOSC Members

Public interest -

This request relates to those residents who are homeless, relatives and those in temporary accommodation.

It will be of public interest because of the costs involved and the impact and drain on the revenue budget

Lack of housing has an impact on mental and physical health of those in housing need and their children.

In some cases people are moved out of area.

Housing issues feature quite highly in Councillor casework.

Score = 5

Ability to change -

There is a limited amount of housing stock available.

Consultation on these issues by the Councils will help with change.

JOSC can influence the Strategy and approach.

Score = 3

Performance -

Adur Homes performance is being regulated through the Housing Regulator

Supply of sites allowing truly affordable housing.

The new Housing Strategy will govern the strategy approach to housing delivery and demand management as set out above.

Score = 3.5

Extent -

This is a huge issue for the Councils covering all areas of Adur and Worthing. It will impact a large number of people and have a big impact on budgets as well as affecting other services and impacting the community and voluntary sector.

Score = 5

Replication -

Reports on progress in implementing an improvement plan for Adur Homes are being regularly reported to the Joint Audit and Governance Committee.

There is a need for a local and national investigation to assess what work is being undertaken.

Score - 2.5

Expected Outcomes of the review -

- What is the expected outcome of the review?
- Who will the Committee submit advice, observations, comments or recommendations to?
- What does the Committee need to know, or gain a clearer understanding of, in order to achieve the outcome?
- What is the Committee trying to achieve from the review (i.e develop policy, investigate shortcomings or gaps, investigate the effects of policy etc)?

To comment on and influence the content and approach of the Adur and Worthing Housing Strategy.

To comment on the approach to consultation with key groups
To raise the profile of this work and the general awareness of Councillors.

What is the methodology for the review?

- Is the review so in depth that a Working Group review is recommended
- An Officer Report to the Committee
- Themed Meeting / inquiry for review, discussion, recommendations

Themed session with JOSOC to explain the Strategy and workshop in their views.

What time should be allocated for the review?

- How much time should be allocated to the item review?
- How long would a working group need to conclude a review?
- If there is a Themed meeting will this be for all or part of the meeting?

This item can be developed as part of a JOSOC themed agenda item.

Guests/Speakers/Resources required

- Who will need to be involved with the review - guests (cabinet members, officers, community representatives, experts), consultees and in what capacity
- Might there be a requirement for training and or external advice?

Senior Officers, relevant Cabinet Members and representatives from local housing providers.

Committee time/date required

- When does the review need to be carried out by?
- Are there critical dates that the committee must meet?
- When will the working group present its findings to the Committee?

There is an ongoing review of Housing Supply. JOSOC will need to review this matter and report its recommendations to Officers and Cabinet Members/Joint Strategic Committee within the timescale set aside for the review of the Housing Strategy - It is proposed

that this matter should be considered as part of the meeting of JOSC on 7 November.

Communications

- What communications are required for the review (i.e will there be a requirement for public engagement, will there be opportunities for promotion of the work of the Committee)

It is suggested that JOSC could publicise this area of work and encourage local residents to attend or comment on the issues being considered.

Does the proposed review link with the Council strategic objectives or does the Joint Overview and Scrutiny Committee have the ability to influence and/or add value on the subject?

Our Plan mission - Thriving People -

Residents can lead positive, healthy and independent lives.

Access to the right support is there when they need it. They are included and valued in their local community. They can take part in decisions about their area and the services they receive. The things we will work to achieve

- People are healthy, resilient and resourceful; they can access the right help when they need it
- **Everyone has a safe, secure and sustainable home**
- Everyone is able to enjoy a wide range of cultural, leisure and sporting opportunities.