



Joint Overview and Scrutiny Committee
15 July 2024

ADUR & WORTHING
COUNCILS

Key Decision [No]

Ward(s) Affected:N/A

New 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 a new draft JOSC Work Programme for 2024/25 which is submitted to the Committee for consideration and comment.

2. Recommendations

- 2.1 That JOSC consider and confirm its Work Programme for 2024/25 including the setting up a Finance/Budget Scrutiny Working Group and a Workforce Development Strategy Working Group; and
- 2.2 That the Committee approves the confirmed draft JOSC Work Programme for 2024/25 for reporting to the Full Council meetings in July 2024 for approval.

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 the Work Programme is then reported to Council meetings for approval.
- 3.2 Paragraph 9.2 of the Joint Overview and Scrutiny Procedure Rules which form part of the Councils' Constitutions and are binding on all Members, states that the JOSC Work Programme will be approved by both Councils each year, usually in April. 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 23/24 this was done in December 2023.

4. Issues for consideration

- 4.1 At its meeting on 7 March 2024, JOSC agreed an initial Work programme for 2024/25 which was also agreed by the Council meetings later in March. The Work Programme was agreed on the basis that the JOSC Working Group that was set up by JOSC in June 2023 to review the effectiveness of JOSC would be reporting its findings to this July meeting of JOSC and further changes to the Work Programme were likely, pending the outcome of the findings from the Working Group report. The JOSC Working Group report is now included as a separate item elsewhere on this agenda and amongst its recommendations is a proposal for the JOSC Work Programme to be reset for 2024/25.
- 4.2 To help in the development of a new JOSC Work Programme, JOSC training Workshops were held on 30 May and 6 June 2024 to review the initial findings from the JOSC Working Group and to discuss and review the JOSC Work Programme for 2024/25, adding in discussion items as considered appropriate. The Member Workshops have suggested some items for JOSC to consider as part of its Work Programme and these have been reviewed by Officers, assessed against the PAPER criteria and discussed with JOSC Chairs/Vice-Chairs. Details of the suggested review areas are attached as part of Appendix B to this report as follows:-
- The limited housing supply across Adur and Worthing and scrutiny of the Housing Strategy - (Housing related themed meeting proposed);
 - The review of the Workforce Development Programme and pre-policy development (Working Group proposed);

- Risks and opportunities information - A review of how this information is presented to the Joint Audit and Governance Committee; and
- Communications Strategy/Public engagement - How do we better communicate to the residents in Adur and Worthing

4.3 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.

4.4 A reset JOSC Work Programme for 2024/25 which includes the suggestions for review is set out at Appendix A to this report. The Committee is requested to consider the proposed JOSC Work Programme and recommend it to the Council meetings in July 2024, to confirm the setting up of the two JOSC Working Groups to cover Finance/Budget Scrutiny and Workforce Development Strategy and also to appoint Members to these Working Groups. A draft set of Terms of Reference and scope for the Finance/Budget Scrutiny Working Group is set out as Appendix C to this report. Working Groups should consist of at least four Members of JOSC and can be a mixture of Members from both Councils with a preference of at least one Member from each Council.

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 JOSC review and refresh - JOSC meeting on 8 June 2023 [JOSC review and refresh](#)

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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.

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.