



ADUR & WORTHING COUNCILS

Joint Overview and Scrutiny Committee
3 December 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 and Resources

Executive Summary

1. Purpose

- 1.1 This report sets out progress with the delivery of the Joint Overview and Scrutiny Committee (JOSC) Work Programme for 2024/25 including any changes to the Work Programme which have been made since it was agreed by both Councils in July 2024. This is submitted to the Committee for consideration and comment.
- 1.2 This report also includes access to the Forward Plan of Key decisions, which JOSC has agreed to review as part of the Work Programme for 2024/25.

2. Recommendations

- 2.1 That JOSC consider and review the progress with the delivery of its Work Programme for 2024/25 including the review of the Forward plan of Key decisions.
- 2.2 That the meetings of Adur District Council and Worthing Borough

Council in December 2024 note the changes made to the JOSC Work Programme since it was agreed by both Councils in July 2024.

3. Context

- 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 at the Council meetings on 17 and 19 December 2024.

4. Issues for consideration and updates

- 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 this review process, JOSC is requested to use the Forward Plan of Key decisions as a tool to identify and scrutinise items before the Executive decisions are taken. This will assist in the Pre scrutiny role and the latest edition of the Forward Plan can be accessed here - [Forward plan of Key decisions](#)

4.5 The updated version of the JOSC Work Programme is attached as the Appendix to this report.

5. Engagement and Communication

5.1 The JOSC Chairs and Vice-Chairs and the relevant Members of 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 Section 9F to 9FI of the Local Government Act 2000 as amended by the Localism Act 2011 provide that Executive arrangements of a local authority must ensure that its overview and scrutiny committees have the power between them):-

- a) to review or scrutinise decisions made, or other action taken, in connection with the discharge of any functions which are the responsibility of the executive,
- b) to make reports or recommendations to the authority or the executive with respect to the discharge of any functions which are the responsibility of the executive,
- c) to review or scrutinise decisions made, or other action taken, in connection with the discharge of any functions which are not the responsibility of the executive,
- d) to make reports or recommendations to the authority or the executive with respect to the discharge of any functions which are not the responsibility of the executive,

- e) to make reports or recommendations to the authority or the executive on matters which affect the authority's area or the inhabitants of that area.
- 7.2 Under Section 111 of the Local Government Act 1972, the Council has the power to do anything to facilitate or which is conducive or incidental to the discharge of any of their functions.
- 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.

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](#)

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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. 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.