

HAVANT BOROUGH COUNCIL  
PUBLIC SERVICE PLAZA  
CIVIC CENTRE ROAD  
HAVANT  
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## **BUSINESS AND COMMERCIAL SERVICES BOARD**

**Meeting:** Business and Commercial Services Board  
**Date:** Wednesday 3 July 2019  
**Time:** 5.00 pm  
**Venue:** Hollybank Room, Public Service Plaza, Civic Centre Road,  
Havant, Hants PO9 2AX

### **Supplementary Information**

Please find the attached documents marked to follow in the main agenda papers

#### **Agenda No    Item**

**6            Work Programme 2019/20**

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# BACS BOARD WORK PROGRAMME 2019/20

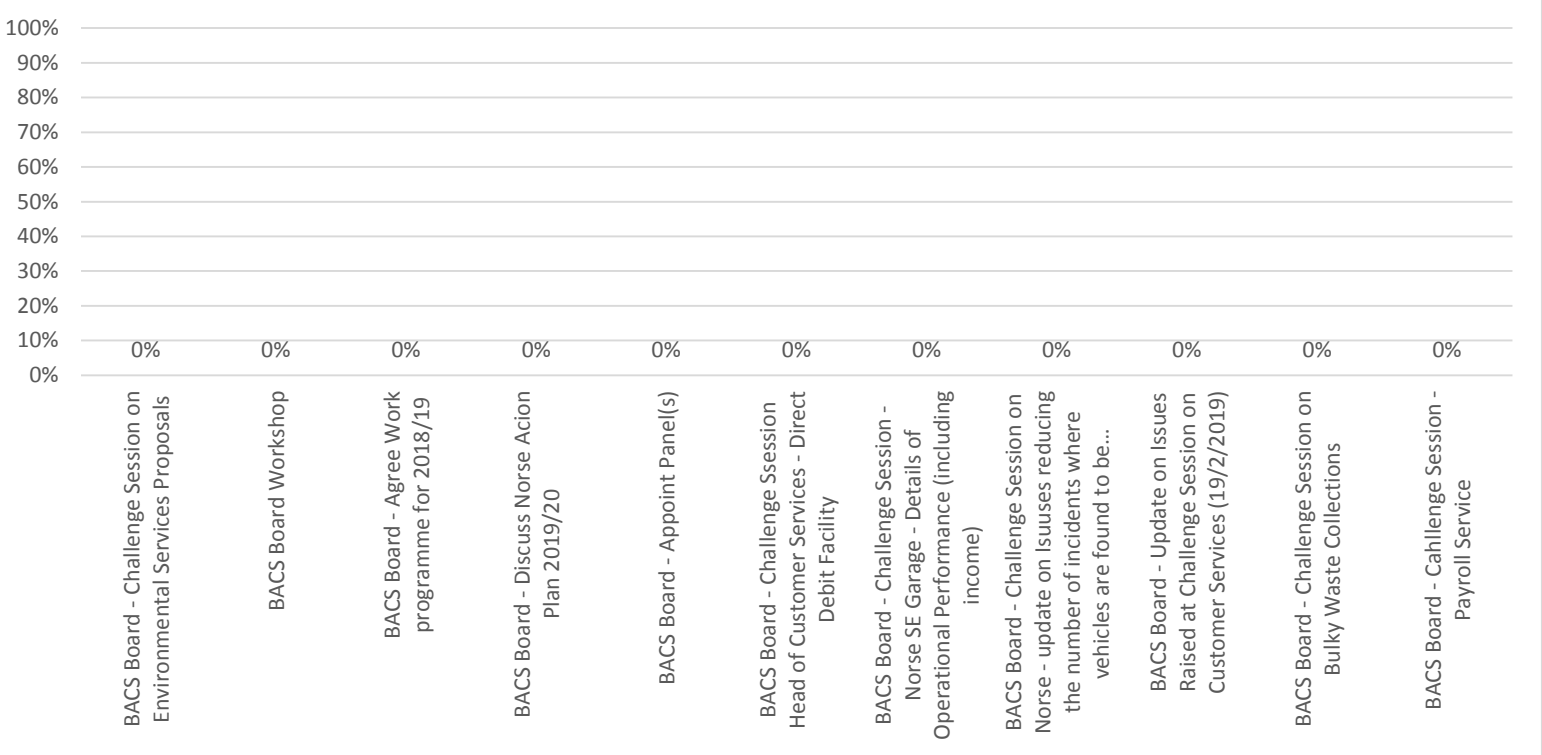
## MILESTONES DUE

Milestones that are coming soon.

Name	Meeting Date	Cabinet Lead	Officers
BACS Board - Challenge Session on Environmental Services Proposals	Mon 22/07/19	Councillor Hughes	Carl Mathias/Claire Hughes
BACS Board Workshop	NA	Councillors Bowerman and Hughes	
BACS Board - Agree Work programme for 2018/19	Wed 03/07/19		
BACS Board - Discuss Norse Acion Plan 2019/20	Wed 03/07/19	Councillor Hughes	Claire Hughes
BACS Board - Appoint Panel(s)	Wed 03/07/19		
BACS Board - Challenge Ssession Head of Customer Services - Direct Debit Facility	Wed 07/08/19	Councillor Bowerman	Brian Wood
BACS Board - Challenge Session - Norse SE Garage - Details of Operational Performance (including income)	Tue 03/09/19	Councillor Hughes	Claire Hughes/Carl Mathias
BACS Board - Challenge Session on Norse - update on Isuuses reducing the number of incidents where vehicles are found to be overweight (previous Challenge Session 18/01/19)	Tue 03/09/19	Councillor Hughes	Claire Hughes/Carl Mathias
BACS Board - Update on Issues Raised at Challenge Session on Customer Services (19/2/2019)	Wed 07/08/19	Councilllor Bowerman	Brian Wood
BACS Board - Challenge Session on Bulky Waste Collections	NA	Councillor Hughes	Claire Hughes/Carl Mathias
BACS Board - Cahllenge Session - Payroll Service	NA	Councillor Bowerman	Caroline Tickner/Claire Hughes/Matt Goodwin/Capita

## % COMPLETE

Status for all top-level tasks. To see the status for subtasks, click on the chart and update the outline level in the Field List.



## LATE TASKS

Tasks that are past due.

Name	Start	Finish	Duration	% Complete	Resource Names
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## NSE Action Plan 2019 – by priority order

### Short term

Action	Lead officer	Date	Comment
Beach hut non-payments historic	CM	Done	
Beach hut non-payments this year	CM	Done	
Weed spaying / grass cutting by ward – weekly to Cllrs on a Friday	CM	Done	
Verbal update on how best to communicate to members on EHDC mobilisation (scrutiny? Briefing?) and update on changes (e.g. Fran)	CH	July	
Introduce DD for green waste	BW	TBC	
Position on cemetery provision in the borough, including the proposed cemetery in WOW	AB		

### Medium term

Action Point	Lead Officer	Date	Comments
Sort permanent beach hut zone A site location	AB/CM		
Determine policy on whether to sell HBC beach huts	CM		
Undertake waste collection rounds balancing at HBC	CM		
Strategy and action plan to reduce recycling contamination	CM		
Sign off of work programme to address recycling levels	CM		
Weed spraying/hedge cutting on their land Do research on what HCC do, where and where the problem areas are. Review schedules and also grass cutting	CM		
Abandoned vehicle campaign and parking enforcement campaign (on street)	TP		

Introduce DD for green waste	CM		
Provision of Muslim burial space	CM		
Review data (income/numbers) on bulky waste	CM		
Get Commercial & Business Board to investigate/review bulky waste service	CH		
Propose changes to bulky waste budget	CM		
Meet with PCC to see what they're doing re tetrapack recycling, how much it costs, etc	CH	M	
Review of lists of 2 <sup>nd</sup> bins/assisted collections	CM		
Identify where HBC services request additional "extra" services and the associated costs	PVince		
Report on the benefits that NSE have brought to HBC, including annual value statement prepared by NSE	CH		
Grass cutting cycle to match grass growing pattern			

## Long term

Action Point	Lead Officer	Date	Comments
Long term future of beach huts	AB		
Cemetery strategy	AB		
NSE Carbon neutral policy to be developed	CH		