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SCRUTINY BOARD AGENDA

Membership: Councillor Buckley (Chairman)

Councillors Carpenter, Fairhurst, Francis, Hughes, Mackey, Patrick, Pike, Shimbart, Smith D, Wade and Ponsonby

Meeting: Scrutiny Board

Date: Tuesday 19 July 2016

Time: 5.00 pm

Venue: Hollybank Room, Public Service Plaza, Civic Centre Road,
Havant, Hampshire PO9 2AX

The business to be transacted is set out below:

Nick Leach
Monitoring Officer

11 July 2016

Contact Officer: Mark Gregory and Nicholas Rogers 02392 446232
Email: mark.gregory@havant.gov.uk or nicholas.rogers@havant.gov.uk

Page

PART 1 (Items open for public attendance)

1 Apologies

To receive and record apologies for absence.

2 Minutes

1 - 20

To confirm the minutes of the Scrutiny Board held on 23 February 2016 and 7 June 2016.

3 Matters Arising

4	Declarations of Interests	
5	Chairman's Report	
	The Chairman to report the outcome of meetings attended or other information arising since the last meeting.	
6	Success Criteria	21 - 22
	To agree the success criteria for the Scrutiny Board for 2016-2017.	
7	Scrutiny Board Work Programme	23 - 26

PART 2 (confidential items - closed to the public)

GENERAL INFORMATION

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BOROUGH COUNCIL

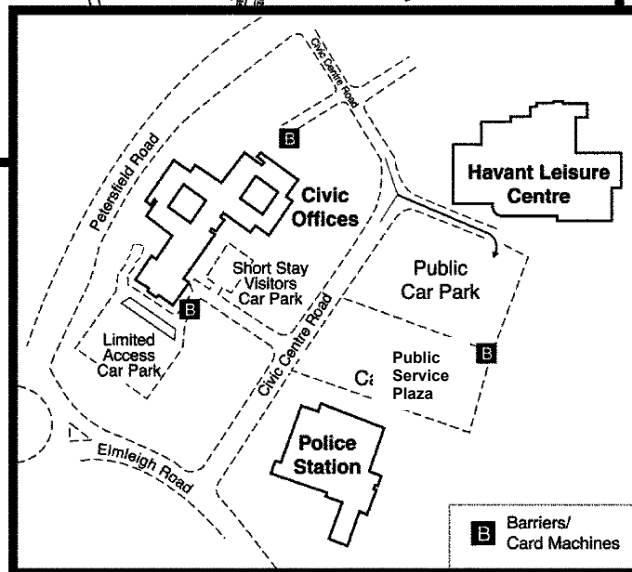
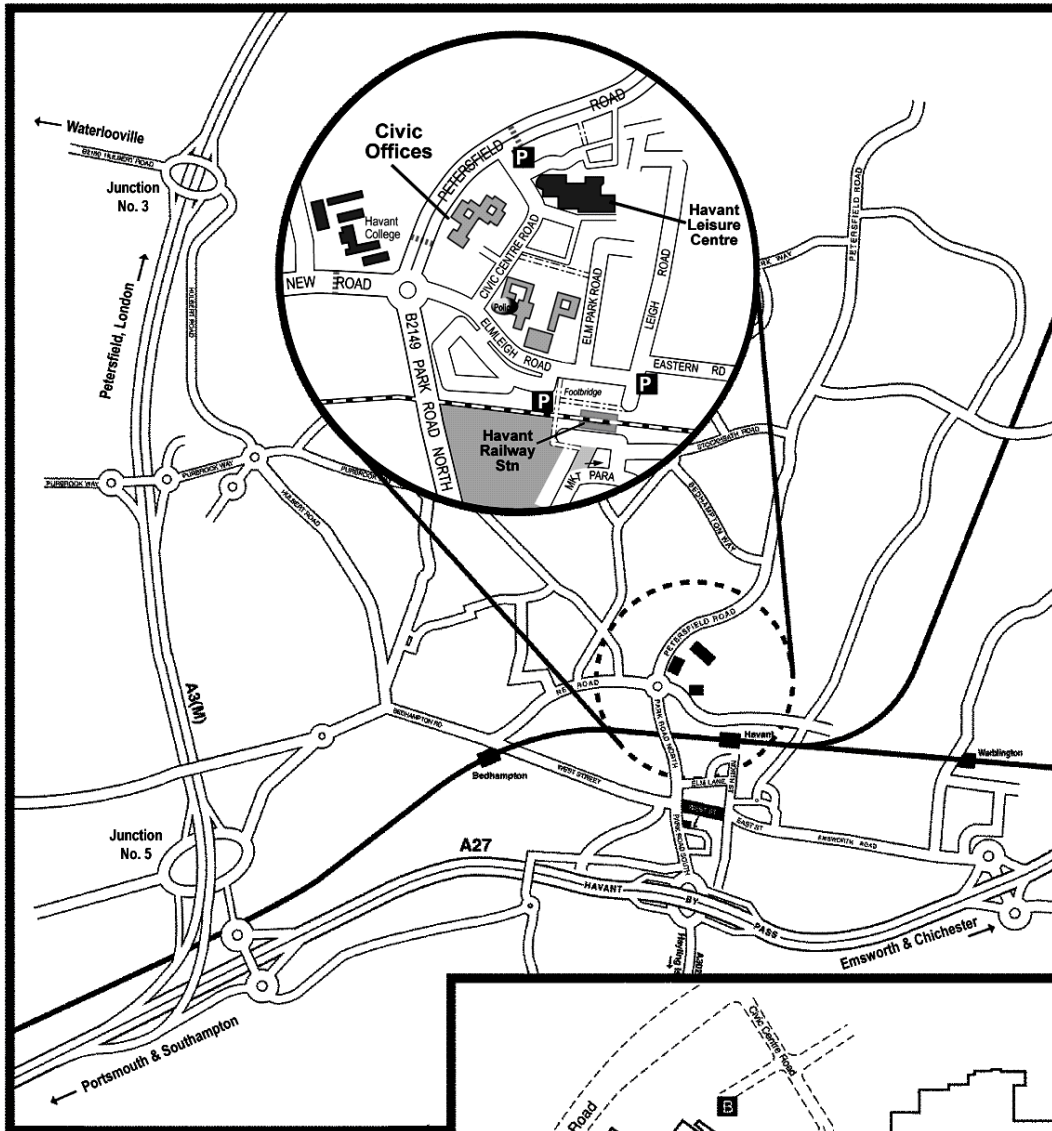
PROTOCOL AT MEETINGS – RULES OF DEBATE

Rules of Debate

- Councillors must always address each other as “Councillor ...” and must always address the meeting through the Chairman;
- A motion must relate to the business included on the agenda or accepted by the meeting as urgent business
- A motion must be proposed and seconded before it is debated until it is either accepted or rejected by a vote;
- An amendment can be proposed to the original motion and this must be seconded before it is debated;
- An amendment cannot be considered if it is inconsistent with an amendment previously adopted or repeats an amendment previously rejected;
- The mover of an original motion may, with the consent of the mover of an amendment, incorporate an amendment into the motion;
- Only one amendment may be moved at a time. No further amendments can be moved until the previous amendment has been dealt with;
- Each amendment must be voted on separately;
- If an amendment is carried, the amended motion becomes the substantive motion to which further amendments may be moved;
- If an amendment is lost, other amendments may be moved to the original motion.
- The mover may withdraw an amendment at any time
- After an amendment has been carried, the Chairman will read out the amended (substantive) motion, before accepting any further amendment, or if there are none, put it to the vote.

Voting

- Voting may be by a show of hands or by a ballot at the discretion of the Chairman;
- Councillors may not vote unless they are present for the full duration of the item;
- Where there is an equality of votes, the Chairman may exercise a second (casting) vote;
- Two Councillors may request, before a vote is taken, that the names of those voting be recorded in the minutes
- A recorded vote will always be taken in respect of approval of the Annual Budget
- Councillors may not vote unless they are in the meeting for the full debate on any particular item
- A Councillor may request that his/her vote be recorded in the minutes



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HAVANT BOROUGH COUNCIL

At a meeting of the Scrutiny Board held on 23 February 2016

Present

Councillor Branson (Chairman)

Councillors Cousins, Heard, Keast (Vice-Chairman), Lenaghan, Mackey, Perry, Shimbart, Smith K, Howard, Wade and Ponsonby

Councillors Patrick, D Smith and Weeks were invited to join the meeting during Minute 52.

47 Apologies

There were no apologies for absence.

48 Minutes

The Minutes of the meeting of the Scrutiny Board held on 26 January 2016 were agreed as a correct record and signed by the Chairman subject to the following amendment:

Minute 45

2nd paragraph to read:

“The Board noted that the higher level of penalty charge for car parking in Appendix G should read £70 and £7. The Board queried discrepancies in the Beachlands Car Parking Charges”

49 Matters Arising

There were no matters arising.

50 Declarations of Interests

There were no declarations of interests.

51 Chairman's Report

The Chairman thanked members for their time and work in the Norse, 5 Councils' Contract and CCTV projects.

The Chairman advised the Board that an extraordinary meeting of the Scrutiny Board would be arranged to deal with outstanding reports and the recommendations of the CCTV Scrutiny Panel.

52 Safeguarding - Report of the Community Scrutiny and Policy Development Panel

The Board received a report from the Community Scrutiny and Policy Development Panel, setting out its findings and recommendations following a review of Safeguarding Children, Young Children and Vulnerable Adults Policy.

Members of the Scrutiny Panel presented and answered questions in connection with their report to the Board. Councillor Weeks was also invited to join the meeting during consideration of this report.

The Board held a detailed discussion on issues raised by Councillor Bains, which were circulated prior to the meeting and on the feasibility of undertaking DBS checks for all Councillors. Notes of the Police and Crime Panel held on 22 and 29 January 2016 were also circulated at the meeting.

In response to questions raised by members of the Board, the Board was advised that:

- (a) It was understood that the Disclosure and Barring Service advised against Councils requiring all its councillors to undertake a DBS check: checks should only be undertaken for councillors who had a role relating to vulnerable persons
- (b) Central Government was offering each District Council £10,000 per annum to fund the PREVENT Agenda. It was proposed that the District Councils in Hampshire poll this funding so the Council could benefit from economies of scale. It was not known how much funding unitary authorities would receive;
- (c) The training packages for Safeguarding training was being reviewed;
- (d) The letting policies included leases; and
- (e) Community First provided training for voluntary groups

The Board considered that in addition to the recommendations contained in the report:

- (a) the Council's letting policies should be amended to include the statutory responsibilities introduced by the Prevent Agenda;
- (b) the Council's policies be amended to include the statutory responsibilities relating to missing, exploited and trafficked children;
- (c) the Council amend the training for taxi and private hire drivers/operators to include Child Exploitation awareness; and

- (d) the feasibility of undertaking DBS checks for all councillors be investigated

It was therefore RESOLVED that:

- A. the Safeguarding Children, Young People and Vulnerable Adults Policy be amended to reflect the requirements of the Modern Slavery Act 2015.
- B. the Safeguarding Children, Young People and Vulnerable Adults Policy be amended to reflect the impact of the Prevent Agenda.
- C. all councillors shall undertake the e-learning “Basic Safeguarding Awareness “ Course to ensure that all councillors are aware of their role in this area.
- D. a councillor training session be arranged to ensure that all councillors are aware of the safeguarding policy and their role in this area.
- E. the Council’s policies be amended to include the statutory responsibilities relating to missing, exploited and trafficked children
- F. the Council’s letting policies be amended to include the statutory responsibility introduced by the PREVENT Agenda.
- G. the on line safeguarding report form be made more accessible to staff and councillors
- H. the Council consider amending the training for taxi and private hire drivers to include Child Sexual Exploitation awareness
- I. the feasibility of all councillors undertaking a DBS check be investigated
- J. a progress report be submitted to the Board within six months.

53 Scrutiny Board Work Programme

The Board was given an opportunity to review progress with regard to the work undertaken by the scrutiny and policy development panels since the last meeting and to identify matters for inclusion in the Board’s work programme.

RESOLVED that the review into traffic congestion in the Borough be extended to include an investigation into the problems caused by heavy goods vehicles using inappropriate routes across the Borough.

The meeting commenced at 5.00 pm and concluded at 6.00 pm

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Chairman

HAVANT BOROUGH COUNCIL

At a meeting of the Scrutiny Board held on 7 June 2016

Present

Councillor Buckley (Chairman)

Councillors Carpenter, Fairhurst, Francis, Hughes, Mackey, Patrick, Pike, Shimbart and Smith D

65 Apologies

Apologies for absence were received from Councillor Wade

66 Minutes

The minutes of the meetings of the Scrutiny Board held on 22 March 2016, 29 March 2016 and 26 April 2016 were agreed as a correct record.

67 Matters Arising

There were no matters arising.

68 Declarations of Interests

There were no declarations of interest.

69 Chairman's Report

The Chairman outlined the new scrutiny process for the coming year, with an emphasis on tighter timescales, prioritisation of important topics and flexibility with topics and membership to Panels.

70 Appointment of Scrutiny Leads and Panels

The Scrutiny Board was requested to appoint Scrutiny Leads and make appointments to the Scrutiny Panels.

It was RESOLVED that;

- a) Scrutiny Leads be appointed as set out in Appendix A to these minutes;
- b) Scrutiny and Policy Development Panels and the Scrutiny Leads Panel be appointed as set out in Appendix A to these minutes;

- c) Members of the Panels be appointed as set out in Appendix A to these minutes;
- d) The Board be responsible for the liaising with the Leader of the Council on future policies and work relating to his specific responsibilities and hold him to account on agreed action arising from previous scrutiny reviews relating to his specific responsibilities;
- e) For the purposes of Section 19 of the Police and Justice Act 2006 a sub-committee be appointed and called the “Crime and Disorder Panel” with responsibility to scrutinise the way in which persons and bodies responsible for tackling crime and disorder discharge their functions, with membership as set out in Appendix A to these minutes; and
- f) 5 Councils Scrutiny Panel be appointed with membership as set out in Appendix A to these minutes.

71 Scrutiny Board Work Programme

The Scrutiny Board received a list of suggested scrutiny topics as identified by members. The Board held a detailed discussion on the suggested topics and gave an indication of the topics that would be a priority for the scrutiny work programme.

It was AGREED that;

- a) Scrutiny Leads complete the Scrutiny Topics Priority Matrix with their Panels at the first meeting of the Panel; and
- b) Scrutiny Panels discuss the suggested success criteria for 2016/17 to be set at the next meeting of the Scrutiny Board.

The meeting commenced at 5.00 pm and concluded at 6.36 pm

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Chairman

**Membership and Terms of Reference of Scrutiny
and Policy Development Panels 2016/17**

Scrutiny Terms of Reference

Title: Scrutiny Leads Panel

Membership: Councillor Paul Buckley
Councillor Tim Pike
Councillor Mike Fairhurst
Councillor Diana Patrick
Councillor Gary Hughes
Councillor Colin Mackey

Function: To have quarterly and annual oversight of the
Council's performance, budget management and
customer satisfaction data
To monitor Scrutiny Panel performance

Provisional Quarterly Panel Meeting Dates

Wednesday 31 August, 5pm
Wednesday 23 November, 5pm
Wednesday 15 February, 5pm
Monday 20 March, 5pm

Title: Budget Scrutiny Panel

Membership*: Councillor Gary Hughes
Councillor Malc Carpenter
Councillor Jackie Branson
Councillor Ken Smith
Councillor Dianne Lloyd
Councillor Rivka Cresswell

Scrutiny Lead: Councillor Gary Hughes

Board Member: Councillor Malc Carpenter

* Membership of the panels undertaking reviews on behalf of the Budget Scrutiny Panel ("The Parent Panel") may include councillors, who are not members of the Parent Panel

Function: Scrutiny

Will scrutinise and assist in the development of the Budget, in liaison with Heads of Service within the Council.

To undertake such other scrutiny reviews as the Scrutiny Board/Scrutiny Leads Panel directs.

Holding Cabinet to Account/Policy Development

To liaise with the Cabinet Lead for Governance and Organisational Development on future policies/work relating to his/her specific responsibilities and to hold this Cabinet Lead to account on agreed actions arising from previous scrutiny reviews relating to his/her specific responsibilities .

Where the responsibilities of the Cabinet Lead for Governance and Organisation Development are:

Legal Services, Democratic Services, Councillor Support, Elections, Audit and Governance, Revenue and Benefits, Facilities Management (including the Cafe), HR, Learning and Development, Access and Equalities, Plaza (operational) .

Relevant Cabinet Lead(s):

Cabinet Lead for Corporate Strategy, Finance and Devolution – Cllr Mike Cheshire

Cabinet Lead for Governance and Organisational Development - Cllr Michael Wilson

Relevant Officers:

Head of Legal – Abe Ezekiel
Head of Customer Services – Brian Wood (acting)
Head of Finance – Stuart McGregor (Interim)
Head of Housing – Tracey Wood
Head of Communications and Community Engagement – Claire Hughes
Community Development Manager – Vacant
Head of Neighbourhood Support – Natalie Meagher
Head of Neighbourhood Support – Natalie Meagher
Head of Environmental Services – Andrew Pritchard
Head of Organisational Development – Tim Slater (covering Caroline Tickner maternity leave)
Head of Planning – Andrew Biltcliffe
Head of Coastal Services – Lyall Cairns
Business, Economy and Town Services Manager – Dan Grindey
Head of Development – Julia Potter
Head of Research & Marketing – Dawn Adey
Head of Programmes Redesign and Quality – Susan Parker
Effective Working Manager – Jon Sanders

Quarterly Panel Meeting Dates

Monday 27 June, 5pm
Wednesday 14 September, 5pm
Tuesday 13 December, 5pm
Thursday 9 March, 5pm

Title: Communities and Housing Scrutiny and Policy Development Panel

Membership: Councillor Diana Patrick
Councillor David Smith
Councillor David Keast
Councillor Terry Hart
Councillor Joanne Thomas
Councillor John Perry

Scrutiny Lead: Councillor Diana Patrick

Board Member: Councillor David Smith

* Membership of the panels undertaking reviews on behalf of the Communities and Housing Scrutiny and Policy Development Panel ("The Parent Panel") may include councillors, who are not members of the Parent Panel

Function: Scrutiny

Will scrutinise and assist in the development of: Housing Enabling, Arts, Sport, Community Development, Leisure, Leisure Strategy, and Health and Wellbeing Strategy, culture champion, Safer Havant Partnership

To undertake such other scrutiny reviews as the Scrutiny Board/Scrutiny Leads Panel directs.

Holding Cabinet to Account/Policy Development.

To liaise with the Cabinet Lead for Communities and Housing on future policies/work relating to his/her specific responsibilities and to hold this Cabinet Lead to account on agreed actions arising from previous scrutiny reviews relating to his/her specific responsibilities

Relevant Cabinet Lead:

Cabinet Lead for Communities and Housing - Cllr Leah Turner

Relevant Officers:

Head of Housing – Tracey Wood

Head of Communications and Community Engagement – Claire
Hughes
Community Development Manager – Vacant
Head of Neighbourhood Support – Natalie Meagher

Quarterly Panel Meeting Dates

Tuesday 28 June, 5pm
Tuesday 20 September, 5pm
Tuesday 10 January, 5pm
Tuesday 21 March, 5pm

Title: Operations, Environmental Services and NORSE
Scrutiny and Policy Development Panel

Membership: Councillor Colin Mackey
Councillor Beryl Francis
Councillor Mike Sceal
Councillor Caren Howard
Councillor Lulu Bowerman
Councillor Yvonne Weeks

Scrutiny Lead: Councillor Colin Mackey

Board Member: Councillor Beryl Francis

* Membership of the panels undertaking reviews on behalf of the Operations, Environmental Services and NORSE Scrutiny and Policy Development Panel ("The Parent Panel") may include councillors, who are not members of the Parent Panel

Function: Scrutiny

Will scrutinise and assist in the development of: Waste & Recycling Strategy & Management (including Project Integra), Vehicle Workshop and Fleet Management, Environmental Health (Including food safety), Environmental Protection, Health and Safety, Housing Enforcement (Including DFGs), Licensing, Pest Control and Animal Welfare, Parking Strategy/Management & Traffic Management, , shared parking review, All Public Realm Enforcement (Rangers) including dog fouling and litter dropping, Travellers, Sustainable Transport & Implementation (Strategy and Capital Projects), Community Safety (except Safer Havant Partnerships), CCTV, Open Spaces (including Recreation and Cemeteries), Street Care and Beachlands.

To undertake such other scrutiny reviews as the Scrutiny Board/Scrutiny Leads Panel directs.

Holding Cabinet to Account/Policy Development.

To liaise with the Cabinet Lead for Operations, Environmental Services and NORSE on future policies/work relating to his/her specific responsibilities and to hold this Cabinet Lead to account on agreed actions arising from previous

scrutiny reviews relating to his/her specific responsibilities

Relevant Cabinet Lead:

Cabinet Lead for Operations, Environmental Services and NORSE –
Cllr Tony Briggs

Relevant Officers:

Head of Neighbourhood Support – Natalie Meagher
Head of Environmental Services – Andrew Pritchard
Head of Organisational Development – Tim Slater (covering Caroline
Tickner maternity leave)

Quarterly Panel Meeting Dates

Tuesday 21 June, 5pm
Thursday 22 September, 5pm
Tuesday 17 January, 5pm
Thursday 23 March, 5pm

Title: Economy, Planning, Development and Prosperity
Havant Scrutiny and Policy Development Panel

Membership: Councillor Mike Fairhurst
Councillor Peter Wade
Councillor Clare Satchwell
Councillor Edward Rees
Councillor Andrew Lenaghan
Councillor John Davis

Scrutiny Lead: Councillor Mike Fairhurst

Board Member: Councillor Peter Wade

* Membership of the panels undertaking reviews on behalf of the Economy, Planning, Development and Prosperity Havant Scrutiny and Policy Development Panel ("The Parent Panel") may include councillors, who are not members of the Parent Panel

Function: Scrutiny

Will scrutinise and assist in the development of: Development Services, Planning Policy and Urban Design, Local Development Framework, Development Management Committee, Design Champion, Regional & Sub-Regional Planning, Building Control, Planning, Housing Development, Coastal Management, Sustainability & Climate Change, Property Management, Asset Management and External Strategic Contract Negotiation and Management, strategic housing, strategic property advice, investment, Plaza (strategic), Economic Development, Business Support, Tourism and Special Events.

To undertake such other scrutiny reviews as the Scrutiny Board/Scrutiny Leads Panel directs.

Holding Cabinet to Account/Policy Development.

To liaise with the Cabinet Lead for Economy, Planning, Development and Prosperity Havant on future policies/work relating to his/her specific responsibilities and to hold this Cabinet Lead to account on agreed actions arising from previous scrutiny reviews relating to his/her specific responsibilities

Relevant Cabinet Lead:

Cabinet Lead for Economy, Planning, Development and Prosperity
Havant - Cllr David Guest

Relevant Officers:

Head of Planning – Andrew Biltcliffe
Head of Coastal Services – Lyall Cairns
Business, Economy and Town Services Manager – Dan Grindey
Head of Development – Julia Potter

Quarterly Panel Meeting Dates

Wednesday 6 July, 5pm
Tuesday 27 September, 5pm
Thursday 19 January, 5pm
Tuesday 28 March, 5pm

Title: Marketing, Business Development and Five Councils Scrutiny and Policy Development Panel

Membership: Councillor Tim Pike
Councillor Gerald Shimbart
Councillor Elaine Shimbart
Councillor Gwen Blackett
Councillor Lance Quantrill
Councillor Gary Kerrin

Scrutiny Lead: Councillor Tim Pike

Board Member: Councillor Gerald Shimbart

* Membership of the panels undertaking reviews on behalf of the Marketing, Business Development and Five Councils Scrutiny and Policy Development Panel ("The Parent Panel") may include councillors, who are not members of the Parent Panel

Function: Scrutiny

Will scrutinise and assist in the development of: Marketing, Communications, Branding, Customer Insight, Corporate Pulse Check & Quarterly Health Checks, Business Transformation and Change Management (including Agile working), Customer Services and Internal Strategic Contract Negotiation and Management, Website/ICT, Service Futures, Channel Shift.

To undertake such other scrutiny reviews as the Scrutiny Board/Scrutiny Leads Panel directs.

Holding Cabinet to Account/Policy Development.

To liaise with the Cabinet Lead for Marketing, Business Development and Five Councils on future policies/work relating to his/her specific responsibilities and to hold this Cabinet Lead to account on agreed actions arising from previous scrutiny reviews relating to his/her specific responsibilities

Relevant Cabinet Lead:

Cabinet Lead for Marketing, Business Development and Five Councils-
Cllr Narinder Bains

Relevant Officers:

Head of Research & Marketing – Dawn Adey
Head of Programmes Redesign and Quality – Susan Parker
Effective Working Manager – Jon Sanders

Quarterly Panel Meeting Dates

Thursday 30 June, 5pm
Tuesday 6 September, 5pm
Tuesday 6 December, 5pm
Tuesday 7 March, 5pm

Title: Five Councils Scrutiny Panel

Membership: Councillor Paul Buckley (Chairman)
Councillor Jackie Branson
Councillor Beryl Francis
Councillor Colin Mackey
Councillor Tim Pike
Councillor Faith Ponsonby
Councillor Peter Wade

* Membership of the panels undertaking reviews on behalf of the Five Councils Scrutiny and Policy Development Panel ("The Parent Panel") may include councillors, who are not members of the Parent Panel

Function: Scrutiny

Will scrutinise and assist in the development of the 5 Councils Project as and when needed

Relevant Cabinet Lead:

Cabinet Lead for Marketing, Business Development and Five Councils-
Cllr Narinder Bains

Relevant Officers:

Head of Research & Marketing – Dawn Adey
Strategic Procurement Project Manager - Carl Mathias
Legal Services Team Leader - Sara Bryan

MEMBERSHIP AND TERMS OF REFERENCE FOR
SUB-COMMITTEES OF THE SCRUTINY
BOARD 2016/17

Title: Crime and Disorder Panel

Membership: Councillor Diana Patrick (Chairman)
Councillor David Smith
Councillor David Keast
Councillor Terry Hart
Councillor Joanne Thomas
Councillor John Perry
Councillor Gerald Shimbart

Function: To discharge the functions of the Council as set out in
Section 19 of the Police and Justice Act 2006.

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Agenda Item 6

Measuring success - performance indicators for the Scrutiny Board 2016/2017

Target 1 – Critical Friend Challenge – to provide a constructive, robust and purposeful challenge to those responsible for policy development and decision-making		
Performance Indicator	Target 2016/17	How Monitored
% of items on the Work Programme taken from the Forward Plan / Cabinet Business Plans	33%	Quarterly
No. of reviews undertaken as a result of discussions with Cabinet Lead	2	Quarterly

Target 2 – To challenge Council policies and undertake reviews as appropriate		
Performance Indicator	Target 2016/17	How Monitored
No. of Policy / Service Reviews undertaken annually by each Panel / Board	1 by each Panel	Quarterly
% of recommendations accepted by Cabinet or Council	70%	Quarterly

Target 3 - To Complete Each Review Within Timescale and Monitor the Outcomes		
Performance Indicator	Target 2016/17	How Monitored
No. of reviews to be undertaken each year	5	Quarterly
% of reviews completed within the timescale of the project	80%	Quarterly
No. of meetings a Panel should hold for each review	4	Quarterly
% of reviews followed up	100%	Quarterly
% of recommendations accepted by Council or Cabinet which are implemented	100%	Quarterly

Target 4 - Reflecting the voice and concerns of the public and its communities		
Performance Indicator	Target 2016/17	How Monitored
% of reviews on the Work Programme suggested by the public or undertaken in response to issues raised through surveys, comments or complaints from the public	2%	Quarterly
No. of external people involved in the Scrutiny	2	Quarterly

process		
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Target 5 - Taking the lead and owning the Scrutiny process		
% of meetings attended by members (for which they were required to attend)	70%	Quarterly
% of members involved in training on scrutiny	60%	Quarterly
% of members that have a good awareness of the role of scrutiny and their role in the scrutiny process	50%	Annual Survey

Target 6 – To increase awareness and participation of Overview and Scrutiny by other stakeholders and the public		
No. of visits to the authority's Scrutiny web pages	200	Annual
No. of external reviews of outside organisations	1	Annual

HAVANT BOROUGH COUNCIL

Scrutiny Board

19 July 2016

Scrutiny Board Work Programme - 2016/17

Report by Democratic Services Assistant

Cabinet Lead: Councillor Michael Wilson

Key Decision: N/A

1.0 Purpose of Report

- 1.1 To give the Scrutiny Board an opportunity to review progress with the regard to the work undertaken by the Scrutiny/Policy Development Panels since the last meeting.

2.0 Recommendation

That the Scrutiny Board;

- 2.1 reviews progress to date and identifies any further matters for scrutiny/policy review, to be undertaken by the appropriate Panel as part of the Board's work programme; and
- 2.2 receives an update from the Scrutiny Leads in relation to their on-going work programmes, to include their intended next steps and programme for reporting back to the Board.

3.0 Implications

3.1 Resources

There are no financial implications arising out of this report. If any recommendations made by the Scrutiny Board for adoption by the Council have financial implications they are identified separately in each report.

3.2 Legal

There are no direct legal implications arising from this report.

3.3 Strategy

The work of the Scrutiny Panels helps to ensure that new strategies are robust and actions are undertaken to deliver the desired outcomes.

3.4 Risks

The Board needs to ensure that there are clear outcomes from the scrutiny process that impact positively upon the people and communities within the borough and link to corporate priorities.

3.5 Communications

The Scrutiny Board needs to continue to promote and demonstrate clearly how it is contributing towards the improvement and efficiency of Havant Borough Council.

3.6 For the Community

The scrutiny reviews attempt to involve, if appropriate, local residents, community and voluntary sector groups; businesses etc and the views and evidence gathered are fed into the individual reports.

3.7 The Integrated Impact Assessment (IIA) has been completed and concluded the following: N/A

Appendices:

Appendix A – Scrutiny Board Business Plan

Background Papers: Nil

Contact Officers:

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Scrutiny Board Business Plan

APPENDIX A

2016/17



Page 26

Project Name	Estimated Duration	Start	Estimated Finish	Comments
Communities Panel - Review of Independent Supported Sheltered Housing	220 days	10/12/15	12/10/16	
Budget Scrutiny - Budget Scrutiny Panel	100 days	27/06/16	11/11/16	
Economy and Planning Panel - Cemeteries Review				Project Plan Not Yet Approved by Panel
Marketing Panel – EHDC/HBC Partnership				Project Plan Not Yet Approved by Panel
Operations Panel – Provision of Public Toilets and Beach Huts				Project Plan Not Yet Approved by Panel

Correct as at 11 July 2016

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