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SCRUTINY BOARD AGENDA

Membership: Councillor Buckley (Chairman)

Councillors Branson, Carpenter, Fairhurst, Francis, Hughes, Patrick, Quantrill, Shimbart, Smith D, Wade and Ponsonby

Meeting: Scrutiny Board

Date: Tuesday 31 January 2017

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

23 January 2017

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 - 6

To confirm the minutes of the Scrutiny Board held on 22 November and 21 December 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 Budget 2017/18

To Follow

7 Scrutiny Board Work Programme

To Follow

8 PART 2 (confidential items - closed to the public)

The Committee is asked to consider whether to pass a resolution excluding the public from the meeting during consideration of any of the items on the agenda. If members wish to do so then this could be achieved by passing the following resolution. Members are not required to pass the resolution but the Solicitor to the Council recommends this as to the item set out below.

That the public be excluded from the meeting during consideration of the items headed and numbered as below because:

it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during that item there would be disclosure to them of exempt information of the descriptions specified in paragraphs of Part 1 of Schedule 12A (as amended) of the Local Government Act 1972 shown against the heading in question; and

in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Item 9 Review of Shared Management Arrangements with EHDC (Paragraph 3)

Paragraph 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)

Item 10 Review of the Transfer of IT under the Five Councils' Contract (Paragraph 3)

Paragraph 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)

9 Review of Shared Management Arrangements with East Hampshire District Council

7 - 12

[Findings Pack](#)

10 Review of the Transfer of IT under the Five Council's Contract 13 - 18

[Findings Pack](#)

GENERAL INFORMATION

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Internet

This agenda and its accompanying reports can also be found on the Havant Borough Council website: www.havant.gov.uk

Public Attendance and Participation

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Havant

BOROUGH COUNCIL

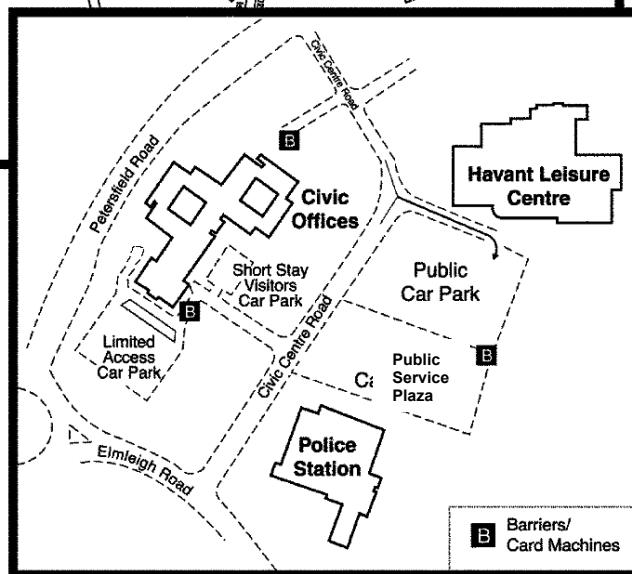
PROTOCOL AT MEETINGS – RULES OF DEBATE

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 22 November 2016

Present

Councillor Buckley (Chairman)

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

The Chairman asked all those present to stand for a moment of reflection in memory of the late Councillor Colin Mackey.

1 Apologies

Apologies for absence were received from Councillor Shimbart.

2 Minutes

RESOLVED that the minutes of the Scrutiny Board held on 26 January 2016 and 19 July 2016 be approved as a correct record subject to the following amendments;

- 1) Councillor Ponsonby be marked as present at the Scrutiny Board meeting on 26 January 2016;
- 2) Councillor Ponsonby be detailed as a co-opted member at the Scrutiny Board meetings on 26 January 2016 and 19 July 2016; and
- 3) Minute 40 be amended to read 'The minutes of the Scrutiny Board held on 12 January 2016 were agreed as a correct record and signed by the Chairman'.

3 Matters Arising

The Committee was informed that the Marketing, Business Development and Five Councils Scrutiny and Policy Development Panel was scheduled to undertake a review of the transition of IT services under the Five Councils Contract. The Five Councils Scrutiny Panel would meet when necessary.

4 Declarations of Interests

There were no declarations of interest.

5 Chairman's Report

There were no matters that the Chairman wished to report.

6 Appointment of Scrutiny Lead - Operations, Environmental Services and Norse Scrutiny and Policy Development Panel

The Chairman nominated Councillor Branson as the Scrutiny Lead for the Operations, Environmental Services and Norse Scrutiny and Policy Development Panel.

RESOLVED that Councillor Jackie Branson be appointed as the Scrutiny Lead for the Operations, Environmental Services and Norse Scrutiny and Policy Development Panel.

7 Review of Sheltered Housing Accommodation

The Board was given the opportunity to consider and comment upon the Review of Sheltered Housing Accommodation Report. The Scrutiny Lead for the Communities and Housing Panel presented the report and answered any questions raised. The Cabinet Lead for Communities and Housing and the Head of Housing were also invited to join the meeting and answer any questions in relation to the report.

The discussion highlighted the need for improved communication between housing associations and residents, and the value of Councillors visiting vulnerable residents living within the Borough.

RESOLVED that

- a) The Scrutiny Board recommend to Cabinet that:
 - i. Six monthly liaison meetings be arranged with the Guinness Partnership and Portsmouth City Council for Councillors (Portfolio Holders) and officers (Heads Of Service) to discuss high-level strategic issues within housing schemes and community issues in the Borough;
 - ii. Monthly contact discussions be arranged between officers at the Council and Guinness Partnership / Portsmouth City Council housing teams to discuss housing related issues and concerns relating to residents in the Borough;
 - iii. A clear guideline on the process of raising issues concerning residents living within schemes provided by housing associations be circulated to all members;
 - iv. Guinness Partnership be recommended to improve its communication and performance recording to overcome the clear disparity between the expectations of their customers and the service it provides;

- v. Councillors be encouraged to regularly visit sheltered housing schemes within their ward (e.g. attend coffee mornings) to improve the profile of the Council and strengthen the link between Councillors and their constituents;
 - vi. Guinness Partnership and Portsmouth City Council be requested to supply the Council each year with a copy of their Housing Annual Report together with a breakdown of the performance statistics relating to this Borough;
 - vii. The officers be requested to compile a list of sheltered housing schemes within the Borough and publish this on the Council's website; and
 - viii. A link to the definition of Sheltered Housing be included in the Home Choice website
- b) The Crime and Disorder Panel include in their review of the Safer Havant Partnership, how the agencies work together to resolve anti social behaviour in sheltered accommodation.

8 Review into the Need to Identify a Site for New Cemetery for the Borough

The Board was given the opportunity to consider and comment upon the Review into the Need to Identify a Site for a New Cemetery for the Borough Report. The Scrutiny Lead for the Economy, Planning, Development and Prosperity Havant Panel presented the report and answered any questions raised. The Head of Environmental Services and Head of Development were also invited to join the meeting.

RESOLVED that the Scrutiny Board recommend to Cabinet that:

- a) The Council continue with its current provision of cemeteries and aim to make the service financially viable;
- b) The Cabinet investigate raising the fees and charges for burial sites to cover the operational costs of the service (including maintenance of cemeteries);
- c) A financial analysis be carried out to investigate the costs of developing the MDA cemetery site as a whole and the costs for developing the site in stages;
- d) If the decision is made to proceed with the MDA cemetery site, opportunities for private sector investment be fully investigated;
- e) An update be carried out on the review of other possible sites for a cemetery within the Borough; and

- f) Officers be requested to complete discussions with Grainger PLC relating to the future provision of a cemetery site arising from the MDA Development before making a decision.

9 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.

RESOLVED that

- i) the progress of the work underway by the Crime and Disorder Panel and the Scrutiny and Policy Development Panels be noted; and
- ii) the future topics identified in Appendix C in the Scrutiny Board Work Programme 2016/17 be included.

The meeting commenced at 5.30 pm and concluded at 6.45 pm

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Chairman

HAVANT BOROUGH COUNCIL

At a meeting of the Scrutiny Board held on 21 December 2016

Present

Councillor Buckley (Chairman)

Councillors Carpenter, Francis, Hughes, Patrick, Pike, Shimbart, Wade and Ponsonby

10 Apologies

Apologies for absence were received from Councillors Branson, D Smith and Fairhurst.

11 Declarations of Interests

There were no declarations of interest.

12 Review of the Budget 2017/18

The Board was given the opportunity to consider and comment upon the Review of the Budget 2017/2018 Report. The Scrutiny Lead for the Budget Scrutiny Panel introduced the report and answered any questions raised. The Leader of the Council, the Chief Finance Officer and the Business, Economy and Town Services Manager were also invited to join the meeting and answer any questions in relation to the report.

The discussion highlighted the potential gains that could be realised by a Funding Officer within the Community Team, and the need for smart objectives to clarify the outputs of the economic development service.

The budget scrutiny process was also endorsed by members, though it was recognised this process could have closer links with the financial planning process of officers in future years.

RESOLVED that

- a) The Scrutiny Board recommend to Cabinet:
 - i) To agree to the transfer of the responsibilities and associated budgets for all current economic development events and the responsibility for the mayoral service to the Community Team;
 - ii) To consider the appointment of a full or part time Funding Officer within the Community Team with the aim that this post be self funding and to enable the Council to take greater advantage of external funding; **Page 5**

- iii) To consider committing the Council to a major investment scheme in 2017/18 that will act as a catalyst for town centre regeneration; and
 - iv) The regular economic status reports be reinstated
- b) The budget scrutiny process undertaken this year be adopted as a model for future budget scrutiny projects.

13 Appointment of Scrutiny Lead for Marketing, Business Development and Five Councils

The Chairman nominated Councillor Quantrill as the Scrutiny Lead for the Marketing, Business Development and Five Councils Scrutiny and Policy Development Panel.

RESOLVED that Councillor Lance Quantrill be appointed as the Scrutiny Lead for the Marketing, Business Development and Five Councils Scrutiny and Policy Development Panel.

The meeting commenced at 5.00 pm and concluded at 5.56 pm

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Chairman

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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