

HAVANT BOROUGH COUNCIL

At a meeting of the Scrutiny Board held on 30 January 2018

Present

Councillor Buckley (Chairman)

Councillors Branson, Carpenter, Fairhurst, Francis, Hughes, Lloyd and Patrick

Co-opted Members:

Councillor:

Councillors Invited to Attend:

Councillor(s): Briggs, Cheshire and Turner

Other Councillors Present:

Councillors:

Cresswell, Davis, Keast, Bains, Bowerman and Guest

63 Apologies

Apologies for absence were received from Councillors Quantrill, Shimbart, D Smith and Ponsonby.

64 Minutes

The Minutes of the meeting of the Scrutiny Board held on 7 November 2017 were agreed as a correct record and signed by the Chairman.

65 Matters Arising

There were no matters arising.

66 Declarations of Interests

There were no declarations of interests.

67 Chairman's Report

The Chairman reported details of a PUSH Overview and Scrutiny meeting he had chaired on 9 December 2017.

68 2018/19 Budget Review

The Board considered:

- (a) a report from the Budget Scrutiny and Policy Development Panel, setting out its findings and recommendations following a scrutiny of the 2018/19 budget; and.
- (b) Comments submitted by the Chief Executive relating to (a) above

The Scrutiny recommend the Board to agree to the amendments and suggestions made by the Chief Executive Officer.

The Board also considered a suggested timetable for meetings to discuss the 2019/20 budget to be held in January and February 2019. The Board considered that the suggested timetable would improve the scrutiny process and overcome problems of the late submission of the draft budget proposals.

RESOLVED that Cabinet be recommended:

- (a) to instruct the Chief Finance Officer to review each service's budget to identify funds which could be used by more than one service and that consideration be given to consolidating budgets where appropriate so that all services are aware of specific budgets funds that are available and avoid the situation referred to in paragraph 10.4(a) of the submitted Budget Scrutiny Panel's report;
- (b) to request the political group leaders to encourage their members to consent to receiving electronic versions of all committee papers;
- (c) to instruct officers to prepare a business case for paperless meetings, highlighting the costs and potential savings for this move;
- (d) to instruct the officers and Cabinet Leads to put in place communication plans to any changes to fees and charges to ensure residents are fully informed; and
- (e) to agree to the 2019/20 Budget Timetable for budget meetings in January and February 2019 as set out in Appendix A of these minutes.

69 Budget 2018/19

The Board was given an opportunity to consider and comment upon the draft Revenue Budget for 2018/19. The Leader of the Council, Deputy Leader, the Chief Executive, and the Chief Financial Officer answered members' questions in connection with the report.

The following key points were raised during the course of the discussion:

1. the proposal included an increase on Council Tax Rate (2.99%);
2. an increase of 2.8% would be applied to non- statutory charges for 2018/19; charges constrained by statute could be raised above 2.8%

3. Cabinet Leads had been instructed to review non-statutory charges (including Beach hut fees) within their portfolio and to increase these charges in line with the market rate. A decision to increase these charges above the 2.8% would be made by the Cabinet Lead and would be subject to the call-in procedures;
4. Appendix G did not reflect changes made to Beach Huts fees by the Cabinet on 29 November 2017;
5. details on the cost of the replacement of the Emsworth wall referred to in Appendix C of the report be sent to all members of the Board; and
- 6 details of the business rate yield would be checked before the next meeting of the Cabinet.

During questions on the financial situation of the five Councils' contracts the Board RESOLVED to exclude the press and public from the meeting because it was likely, in view of the nature of the business to be discussed, that if members of the public were present during this item there would be disclosure to them of exempt information of the descriptions specified in paragraph 3 of Part 1 of Schedule 12A (as amended) of the Local Government Act 1972; and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

RESOLVED that the recommendations set out in Agenda Item 7 of the Cabinet Agenda for 7 February 2018 (Revenue and Capital Budget 2018/19 and Medium Term Financial Strategy to 2022/23) be endorsed.

70 Scrutiny Review on the Constitution

The Board was given the opportunity to consider and comment upon the review on the implementation of the recommendations of the scrutiny review on the constitution.

RESOLVED that:

- (a) The achievements made in implementing the recommendations of the Scrutiny Board relating to the review of the Constitution be noted;
- (b) The Governance and Audit Committee be recommended to request the Council to amend Standing Order 1.11 and 6.14 of the Constitution as follows:

Standing Order 1.11

Every member of the Council must within twenty eight days from the start of each municipal year sign a declaration on a form supplied by the Democratic Services Team, that she or he has read **and understood** the Council's latest version of the Constitution

Standing Order 6.14

Every member of the Council must within twenty eight days from being appointed to a Committee, Sub Committee or Board sign a declaration on a form supplied by the Democratic Services Team, that he or she has read **and understood** the terms of reference for each committee, sub committee or board he or she has been appointed to. A failure to comply with this standing order will be considered as a breach of the adopted Councillor's Code of Conduct

*amendments shown in bold

71 Scrutiny Review on Safeguarding

The Board was given the opportunity to consider and comment upon the review on the implementation of the recommendations of the scrutiny review on Safeguarding.

The Officers agreed to check the situation regarding recommendation relating to the lettings policy.

RESOLVED that the achievements made in implementing the recommendations of the Board relating to the scrutiny review on safeguarding be noted.

72 Scrutiny Review on Independent Sheltered Housing

The Board was given the opportunity to consider and comment upon the review on the implementation of the recommendations of the scrutiny review on Independent Sheltered Housing in the Borough.

RESOLVED that the achievements made in implementing the recommendations of the Board relating to the scrutiny review on Independent Sheltered Housing the Borough be noted.

73 Scrutiny Review on Tourism

The Board was given the opportunity to consider and comment upon the review on the implementation of the recommendations of the scrutiny review on Tourism.

The Board noted that in view of the Cabinet's decision (minute 27a/11/2017) relating to the role of the Economic Development Service these recommendations were no longer relevant.

RESOLVED that the achievements made in implementing the recommendations of the Board relating to the scrutiny review on safeguarding be noted.

74 Scrutiny Board Work Programme

The Board considered the Scrutiny Work programme 2017/18 and the performance of the panels since the last meeting of the Board.

RESOLVED that the Scrutiny Work Programme 2017/18 be approved subject:

- (i) a review into untidy gardens being included in the work programme;
and
- (iii) the review into parking on grass verges being allocated to the Economy, Planning, Development and Prosperity Havant Scrutiny and Policy Development Panel

The meeting commenced at 5.00 pm and concluded at 7.45 pm

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Chairman

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Budget Timetable 2019/20

	13-Jan-19	
Monday	14-Jan-19	Budget Scrutiny Panel
Tuesday	15-Jan-19	
Wednesday	16-Jan-19	
Thursday	17-Jan-19	
Friday	18-Jan-19	
Saturday	19-Jan-19	
Sunday	20-Jan-19	
Monday	21-Jan-19	Budget Seminar <i>(to also consider Budget Panel's initial recommendations)</i>
Tuesday	22-Jan-19	Scrutiny Board <i>(to consider Budget Panel's initial recommendations)</i>
Wednesday	23-Jan-19	
Thursday	24-Jan-19	
Friday	25-Jan-19	
Saturday	26-Jan-19	
Sunday	27-Jan-19	
Monday	28-Jan-19	Extraordinary Cabinet Briefing <i>(to review draft budget and consider Scrutiny Board recommendations)</i> <i>Publish Scrutiny Board Agenda</i> <i>(Cabinet Budget Report to follow)</i>
Tuesday	29-Jan-19	<i>Publish Cabinet Agenda</i> <i>(Scrutiny Board Recommendations to follow)</i> <i>(Send Budget report to Scrutiny Board Members)</i>
Wednesday	30-Jan-19	

Thursday	31-Jan-19	
Friday	01-Feb-19	
Saturday	02-Feb-19	
Sunday	03-Feb-19	
Monday	04-Feb-19	Budget Scrutiny Panel <i>(to consider budget recommendations and proposed fees and charges set out in Cabinet Report and make recommendations to Cabinet)</i>
Tuesday	05-Feb-19	Scrutiny Board <i>(to consider budget report, Panel recommendations and to make recommendations to Cabinet)</i>
Wednesday	06-Feb-19	Cabinet
Thursday	07-Feb-19	
Friday	08-Feb-19	
Saturday	09-Feb-19	
Sunday	10-Feb-19	
Monday	11-Feb-19	
Tuesday	12-Feb-19	
Wednesday	13-Feb-19	
Thursday	14-Feb-19	
Friday	15-Feb-19	
Saturday	16-Feb-19	
Sunday	17-Feb-19	
Monday	18-Feb-19	Finance Workshop for Councillors
Tuesday	19-Feb-19	Publish Council Agenda
Wednesday	20-Feb-19	
Thursday	21-Feb-19	
Friday	22-Feb-19	

Saturday	23-Feb-19	
Sunday	24-Feb-19	
Monday	25-Feb-19	
Tuesday	26-Feb-19	
Wednesday	27-Feb-19	FULL COUNCIL

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