

Telephone: 023 9247 4174
Fax: 023 9248 0263
Website: www.havant.gov.uk

SCRUTINY BOARD AGENDA

Membership: Councillor Buckley (Chairman)

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

Meeting: Scrutiny Board

Date: Tuesday 3 April 2018

Time: 5.00 pm

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

The business to be transacted is set out below:

Nick Leach
Monitoring Officer

26 March 2018

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 - 4

To confirm the minutes of the Scrutiny Board held on 20 February 2017.

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 Scrutiny Annual Report 2017/18

To Follow

To consider the Scrutiny Annual Report 2017/18

Report to follow

GENERAL INFORMATION

IF YOU WOULD LIKE A VERSION OF THIS AGENDA, OR ANY OF ITS REPORTS, IN LARGE PRINT, BRAILLE, AUDIO OR IN ANOTHER LANGUAGE PLEASE CONTACT DEMOCRATIC SERVICES ON 023 9244 6231

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

Members of the public are welcome to attend the Public Service Plaza and observe the meetings. Many of the Council's meetings allow the public to make deputations on matters included in the agenda. Rules govern this procedure and for further information please get in touch with the contact officer for this agenda.

Disabled Access

The Public Service Plaza has full access and facilities for the disabled.

Emergency Procedure

Please ensure that you are familiar with the location of all emergency exits which are clearly marked. In the unlikely event of an emergency an alarm will sound.

PLEASE EVACUATE THE BUILDING IMMEDIATELY.

DO NOT RE-ENTER THE BUILDING UNTIL AUTHORISED TO DO SO

No Smoking Policy

The Public Service Plaza operates a strict No Smoking policy in all of its offices, corridors, meeting rooms and toilets.

Parking

Pay and display car parking is available in the Leisure Centre car park opposite the Plaza.



PROTOCOL AT MEETINGS – RULES OF DEBATE

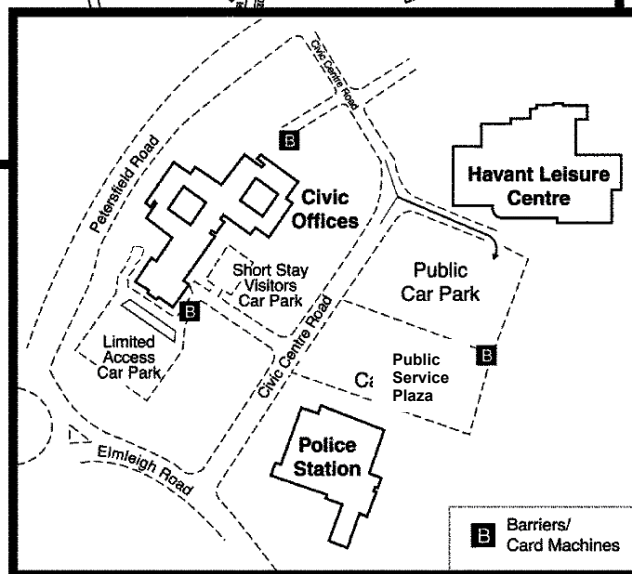
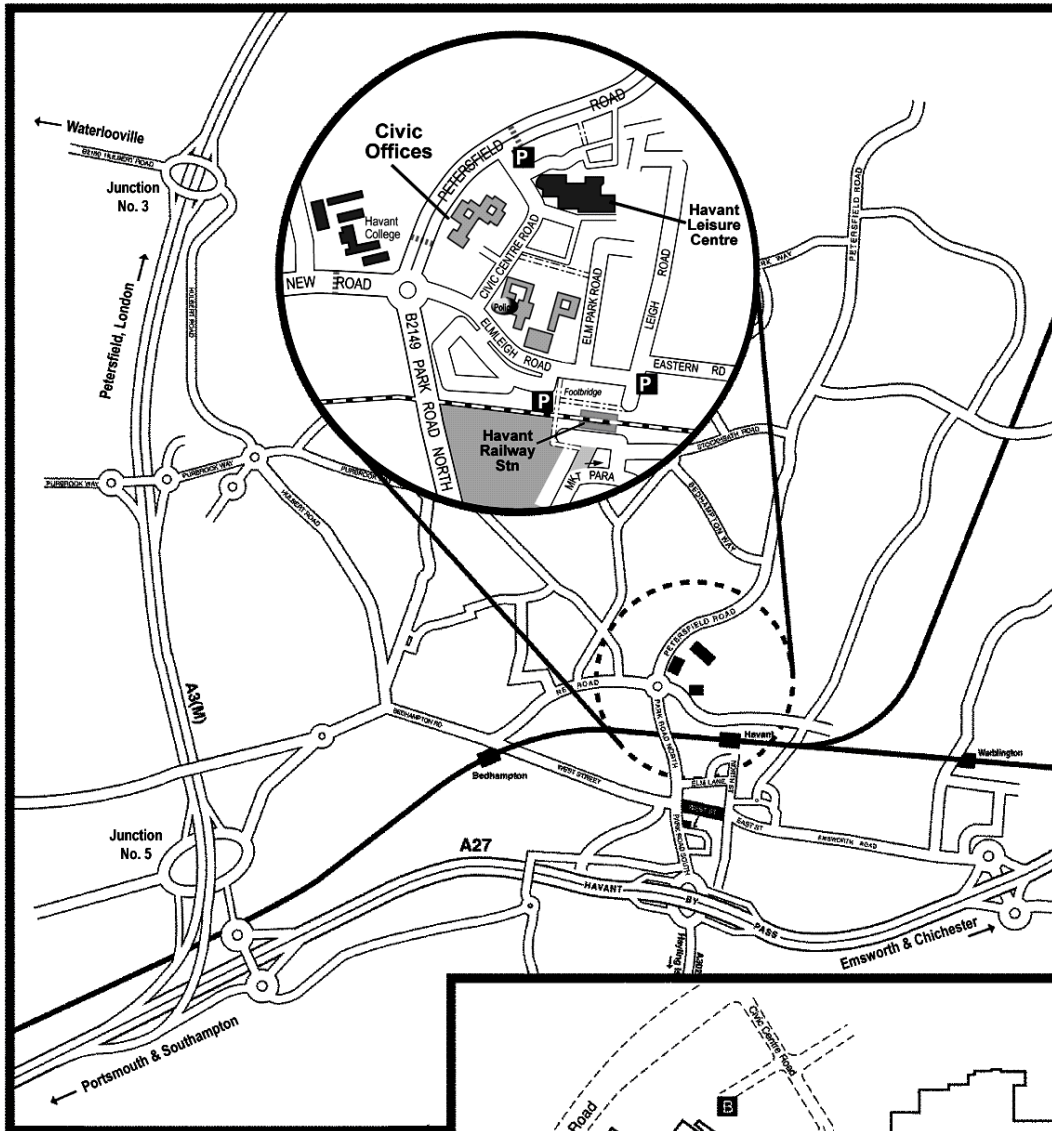
Rules of Debate

- Councillors must always address each other as “Councillor ...” and must always address the meeting through the Chairman
- Councillors may only take part in the debate if they are present at the meeting: video conferencing is not permissible
- A member of the Committee may not ask a standing deputy to take their place in the Committee for part of the meeting
- The report or matter submitted for discussion by the Committee may be debated prior to a motion being proposed and seconded. Recommendations included in a report **shall not** be regarded as a motion or amendment unless a motion or amendment to accept these recommendations has been moved and seconded by members of the Committee
- Motions and amendments must relate to items on the agenda or accepted by the meeting as urgent business
- Motions and amendments must be moved and seconded before they may be debated
- There may only be one motion on the table at any one time;
- There may only be one amendment on the table at any one time;
- Any amendment to the motion can be moved provided it is (in the opinion of the Chairman) relevant to the matter under discussion. The amendment can be a direct negative of the motion.
- The mover with the agreement of the seconder may withdraw or alter an amendment or motion at any time
- Once duly moved, an amendment shall be debated along with the original motion.
- If an amendment is carried, the motion as amended shall take the place of the original motion and shall become the substantive motion on which any further amendment may be moved.
- If an amendment is rejected different amendments may be proposed on the original motion or substantive motion.
- If an amendment is lost, other amendments may be moved to the original motion or substantive motion
- If an amendment is lost and there are no further amendments, a vote will be taken on the original motion or the substantive motion
- If no amendments are moved to the original motion or substantive motion, a vote will be taken on the motion or substantive motion
- If a motion or substantive motion is lost, other motions may be moved

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;
- An amendment must be voted on before the motion
- 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 Councillor may request that his/her vote be recorded in the minutes



Havant
BOROUGH COUNCIL
 Civic Offices, Havant, Hants, PO9 2AX
 Telephone (023) 9247 4174

HAVANT BOROUGH COUNCIL

At a meeting of the Scrutiny Board held on 20 February 2018

Present

Councillor Buckley (Chairman)

Councillors Branson, Carpenter, Fairhurst, Francis, Hughes, Lloyd and Keast
(Standing Deputy)

Co-opted Members:

Councillor: Ponsonby

75 Apologies

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

76 Minutes

The minutes of the meeting of the Scrutiny Board held on 30 January 2018 were agreed as a correct record.

77 Matters Arising

The information requested at Item 69 (5) and Item 69 (6) would be circulated to all members.

78 Declarations of Interests

There were no declarations of interest.

79 Chairman's Report

The Chairman reported that he had attended the Cabinet meeting on 7 February 2018 to present the recommendations of the Scrutiny Board relating to the Budget 2018/2019.

80 Grass Cutting and Weed Clearance in the Borough

The Board considered the report from the Operations, Environmental Services and Norse Scrutiny and Policy Development Panel, setting out its findings and recommendations following a scrutiny review of grass cutting and weed clearance in the Borough.

The Scrutiny Lead for the Operations, Environmental Services and Norse Scrutiny and Policy Development Panel introduced the report and answered members questions. The Operations Director for Norse South East and the Strategic Procurement Project Manager were also invited to join the meeting for the debate on this item.

During the discussion, officers informed the Board that they were confident that the proposed measures would mitigate the risk of past issues reoccurring in relation to the grass cutting and weed clearance programme.

Officers also confirmed they would consider publishing a schedule of works completed online, to enable the public to view the progress of the programme.

RESOLVED that Cabinet be recommended:

- a) To endorse the new monitoring arrangements, as set out on Page 34 of the Review of Grass Cutting and Weed Clearance in the Borough Findings Pack, to improve monitoring of the grass cutting and weed clearance programme;
- b) To request officers to provide regular reports to Councillors on the progress of the grass cutting and weed clearance programme;
- c) To request officers to investigate ways of encouraging Councillors to report any instances of poor or lack of grass cutting / weed clearance to Customer Services, and in turn encourage residents to do the same; and
- d) To request officers to publish an article in *Serving You* advising residents to contact Customer Services in any instances of poor or lack of grass cutting or weed clearance.

RESOLVED that the Scrutiny Board include a review of the performance of this service in its 2017/18 and 2018/19 work programmes. This review will include a meeting at the commencement of the 2018 programme to discuss the proposed schedule of works and a meeting at the end of the 2018 programme to review how the service has performed during the season.

81 Review of the Havant Locality Board - Community Trigger

The Board considered the report from the Communities and Housing Scrutiny and Policy Development Panel, setting out its findings and recommendations following a scrutiny review of the Havant Locality Board and its effectiveness in relation to the Community Trigger.

The representative of the Communities and Housing Scrutiny and Policy Development Panel introduced the report and answered members questions. The Neighbourhoods Development Team Leader and the Cabinet Lead for Environment and Neighbourhood Services were also invited to join the meeting for the debate on this item.

During the course of the discussion, the Cabinet Lead for Environment and Neighbourhood Services advised that clarification on the Cabinet Lead responsibilities in relation to the Community Trigger had been sought.

RESOLVED that Cabinet be recommended:

- a) To request the officers to maximise publicity for the Community Trigger on the Council's website and the website for the Safer Havant Partnership;
- b) To request the officers to provide a training course on the Community Trigger to all existing Councillors and to include this course as part of the Councillor's induction programme; and
- c) To request the Leader of the Council to clarify the roles and responsibilities of the Cabinet Leads in relation to Community Safety and in particular anti-social behaviour. Such clarification should include a clearer explanation of the term 'Community Safety'.

82 Review on the Implementation of Recommendations of the Scrutiny Review on CCTV

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

The Neighbourhoods Development Team Leader was invited to join the meeting for the discussion on this item.

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

The meeting commenced at 5.00 pm and concluded at 5.41 pm

.....

Chairman

This page is intentionally left blank