

HAVANT BOROUGH COUNCIL

At a meeting of the Scrutiny Board held on 3 June 2014

Present

Councillor Shimbart (Chairman)

Councillors Cousins, Keast, Lenaghan, Ponsonby, Smith D, Smith K, Tarrant, Turner, Perry and Mrs Shimbart

1 Apologies

Apologies for absence were received from Councillors Buckley and G Smith.

2 Minutes

RESOLVED that the minutes of the meeting of the Scrutiny Board held on 25 February 2014 be approved as a correct record.

3 Matters Arising

There were no matters arising from the minutes of the last meeting.

4 Declarations of Interests

There were no declarations of interests from any of the members present.

5 Chairman's Report

The Chairmen reminded the Board:

- i) it was the responsibility of the Scrutiny Leads to organise any standing deputies;
- ii) Scrutiny training had been scheduled for 15 July 2014 and all members were encouraged to attend; and
- iii) of the conduct expected at meetings when scrutinising future topics.

6 Appointment of Scrutiny and Policy Development Panels

The Board received a report inviting it to agree the scrutiny leads and board members, the membership of the five Scrutiny and Policy Development Panels and the Panels terms of reference.

RESOLVED that:

- (1) The scrutiny leads and board members as set out in Appendix A be approved;
- (2) Scrutiny and Policy Development Panels and their terms of reference as set out in Appendix A be approved;

- (3) The Scrutiny Panel membership as set out in Appendix A be approved; and
- (4) Councillor Faith Ponsonby be co-opted onto the Scrutiny Board as a non-voting member.

7 The Democratic Process - Update

The Board considered a report from the Governance and Logistics Panel providing an update on the Panel's findings in connection with its review of the costs and benefits of the democratic process.

The Board advised that the word 'found' in recommendation 2.4 be changed to 'sought'.

RECOMMENDED to the Cabinet:

- (1) Closer scrutiny of Mayoral engagements take place to ensure cost-efficiency to the Council and to maximise value to the organisation concerned;
- (2) The Economic Development Team, in conjunction with the relevant Cabinet lead, be encouraged to liaise more closely with the Mayor's support team to identify suitable events at an early stage;
- (3) Closer liaison between the Mayor and the Cabinet/Joint Management Team to ensure that no opportunity for maximising the role of the Mayor to promote/raise the profile of the Borough was missed; and
- (4) Alternatives to using porta cabins as polling stations be sought in order to minimise costs.

8 Scrutiny Board Work Programme - 2014/15

The Board was given an opportunity to review progress to date with regard to the various scrutiny and policy reviews currently being undertaken by the Panels and to identify potential new matters for scrutiny.

RESOLVED that

- (1) A scrutiny of Grass Cutting by the Environment and Neighbourhood Quality Panel be included on the Work Programme;
- (2) A scrutiny of Outside Appointments by the Governance and Logistics Panel be included on the Work Programme; and
- (3) A scrutiny of Tourism within the Borough by the Economy and Communities Panel be included on the Work Programme.

The meeting commenced at 5.00 pm and concluded at 5.27 pm

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Chairman

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Minute Item 6

APPENDIX A

Terms of Reference

Title: Governance and Logistics Scrutiny and Policy Development Panel

Membership: Councillor Leah Turner
Councillor Andy Lenaghan
Councillor Rory Heard
Councillor Marjorie Smallcorn
Councillor Mike Sceal
Councillor Richard Brown

Scrutiny Lead: Councillor Leah Turner

Board Member: Councillor Andy Lenaghan

Function: Will scrutinise and assist in the development of:
Building Maintenance, Business Continuity,
Emergency Planning, Health & Safety, Corporate
Support Services, Democratic Services, Elections,
Facilities, Finance & Corporate Planning, Internal
Audit, Risk Management & Fraud, Legal Services,
Payroll, Property Management, Revenues,
Benefits and Income Collection and Transactional
Procurement

Relevant Cabinet Leads:

Cabinet Lead for Governance and Logistics - Cllr Jackie Branson
Leader of the Council – Cllr Mike Cheshire
Cabinet Lead for Planning and Built Environment – Cllr David Guest

Title: Economy and Communities Scrutiny and Policy Development Panel

Membership: Councillor Caren Tarrant
Councillor Paul Buckley
Councillor Cyril Hilton
Councillor Elaine Shimbart
Councillor Gary Kerrin
Councillor Beryl Francis

Scrutiny Lead: Councillor Caren Tarrant

Board Member: Councillor Paul Buckley

Function: Will scrutinise and assist in the development of:
Arts and Culture, Community Development,
Economic Development, Events Management,
Healthy Lifestyles, Homelessness Prevention,
Lesiure Facility Management and Development,
Older People, Safeguarding, Sports Development,
Strategic Housing and Enabling Social Inclusion,
Tourism and Young People

Relevant Cabinet Leads:

Cabinet Lead for Economy and Communities - Cllr Yvonne Weeks

Title: Environment and Neighbourhood Quality Scrutiny and Policy Development Panel

Membership: Councillor David Keast
Councillor Ralph Cousins
Councillor Hilary Farrow
Councillor Peter Wade
Councillor Frida Edwards
Councillor Colin Mackey

Scrutiny Lead: Councillor David Keast

Board Member: Councillor Ralph Cousins

Function: Will scrutinise and assist in the development of:
Allotments, Animal Welfare, Cemeteries, Coastal Recreation, Community Safety, CCTV, Environmental Crime (litter, graffiti, dog fouling etc), Food Hygiene & Safety, Grounds Maintenance, Health & Safety Regulation, Highway Development Control, Infectious Disease Control, Licensing, Minor Engineering Works (including street name plates), Noise Control, Parking Policy & Enforcement (off and on street), Parks and Open Spaces, Pest Control, Pollution & Public Health, Private Sector Housing Regulation, Public Conveniences, Public Realm Improvements, Streetcare, Street Lighting (council owned and community safety schemes), Sustainability & Climate Change, Sustainable Transport, Traffic Management, Transport Fleet and Waste & Recycling

Relevant Cabinet Leads:

Cabinet Lead for Environment and Neighbourhood Quality –
Cllr David Collins
Cabinet Lead for Operational Services – Cllr Tony Briggs
Cabinet Lead for Planning and Built Environment – Cllr David Guest
Leader of the Council – Cllr Mike Cheshire

Title: Planning and Built Environment Scrutiny and Policy Development Panel

Membership: Councillor Ken Smith
Councillor John Perry
Councillor Brendan Gibb-Gray
Councillor Ray Bolton
Councillor Michael Wilson
Councillor Gwen Blackett

Scrutiny Lead: Councillor Ken Smith

Board Member: Councillor John Perry

Function: Will scrutinise and assist in the development of:
Building Control, Development Management, Land Charges & Address Management, Planning Compliance, Policy/Local Development Framework, Conservation, Strategic Transport Planning, S106 Agreements & Community Infrastructure Levy and Coastal Flood & Erosion Risk Management

Relevant Cabinet Leads:

Cabinet Lead for Planning and Built Environment - Cllr David Guest

Title: Marketing and Development Scrutiny and Policy Development Panel

Membership: Councillor David Smith
Councillor George Smith
Councillor Victor Pierce-Jones
Councillor Faith Ponsonby
Councillor Terry Hart
Councillor Richard Galloway

Scrutiny Lead: Councillor David Smith

Board Member: Councillor George Smith

Function: Will scrutinise and assist in the development of:
Audit, Business Transformation, Communications,
Corporate Planning, Corporate Programme Office,
Councillor Development, Customer Insight,
Geographic Information System (GIS), Customer
Access Strategy, Customer Service
Centres/Access Points, Human Resources
Strategy and Transaction, Information Technology,
Learning & Development, Marketing, Partnership
Development, Performance Management,
Research & Development, Risk Management,
Shared Services and Commissioning

Relevant Cabinet Leads:

Cabinet Lead for Marketing and Development - Cllr Mike Fairhurst
Cabinet lead for Governance and Logistics – Cllr Jackie Branson
Leader of the Council – Cllr Mike Cheshire

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