

**Havant Borough Council  
Overview –Scrutiny Board Work Programme 2015/16**

SUBJECT	Objectives of Review	Panel	LEAD PORTFOLIO HOLDER/	Date For Consideration	Outcome	Progress Update
CCTV - Final Report	<p>Recommendation from JEB on 16 April 2013 that the Scrutiny Panel agree and prioritise the objectives of the service. Initial discussions for taking this forward underway.</p> <p>(Interim Report considered by Scrutiny Board on 19 November 2013)</p>	Environment and Neighbourhood Panel	Portfolio Holder for Environment and Neighbourhood Quality	<p>Scrutiny Board 2 Jun 2015</p> <p>Cabinet 13 Jul 2015</p>	Scrutiny Board: RECOMMENDED to Cabinet that the current CCTV system be retained in the budget for 2016/17.	Cabinet RESOLVED that a decision on the future of CCTV provision in the Borough be deferred for consideration as part of the 2016/17 budget setting process.
Corporate Performance Healthcheck - 2014/15 - Q4	Scrutiny Lead Councillors quarterly meeting to review the Corporate Performance Healthcheck Reports. Any issues of concern to be referred to the appropriate Scrutiny Panel for investigation and report back.	Scrutiny Leads Panel	Cabinet Lead for Marketing and Development	Scrutiny Leads Panel 3 Jun 2015		
Mail Services and Document Management System	To review the role of mail services and assess what work was being undertaken to ensure that the Council moved towards paperless working.	Governance and Logistics and HR Scrutiny and Policy Development Panel		<p>Scrutiny Board 21 Jul 2015</p> <p>Cabinet 7 Oct 2015</p>	<p>Scrutiny Board: RECOMMENDED to Cabinet that the findings of the review be noted.</p> <p>Cabinet: RESOLVED that the findings of the review be noted.</p>	An update on the progress of the project be brought to the Scrutiny Board in April 2016.
Review of CIL Spending Allocations	To review Community Infrastructure Levy (CIL) Allocations.	Economy, Planning and Built Environment Scrutiny and Policy Development Panel	Cabinet Lead for Economy, Planning and Built Environment	<p>Scrutiny Board 21 Jul 2015</p> <p>Cabinet 7 Oct 2015</p>	<p>Scrutiny Board: RECOMMENDED to Cabinet that the findings on the allocation of CIL funds be noted.</p> <p>Cabinet: RESOLVED that the findings on the allocation of CIL funds be noted.</p>	
Tourism in the Borough	To review and improve tourism within the borough.	Economy and Communities Panel	Cabinet Lead for Communities	<p>Scrutiny Board 21 Jul 2015</p> <p>Cabinet 7 Oct 2015</p>	<p>Scrutiny Board: RECOMMENDED to Cabinet that:</p> <p>1) There needed to be increased coordination between the</p>	An update on the recommendations come to the Scrutiny Board in October 2017.

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					<p>Public Service Plaza and Beachlands regarding tourist information to ensure visitors to the borough could access relevant information all year round;</p> <p>2) Continued progress be made on raising the profile of the borough attractions online;</p> <p>3) An investigation in to the introduction of the slogan “Havant: Where the Downs Meet the Sea” online and on road signs leading into the borough be conducted to help create a new brand;</p> <p>4) The review would be an ongoing piece of work with another review scheduled in two years time to assess whether the current and proposed tourism initiatives had been successful;</p> <p>5) The need to develop tourism links with Chichester District Council and West Sussex County Council; and</p> <p>6) To investigate the possibility of introducing a Tourism Marketing Strategy for the borough.</p> <p>Cabinet RESOLVED to approve the Scrutiny Board’s recommendations.</p>	
Councillor Lone Working	To produce an informative but accessible guide to managing risks when working alone with the procedure especially relevant to Councillors new to the role.	Governance and Logistics Panel	Cabinet Lead for Governance and Logistics and Human Resources	<p>Scrutiny Board 10 Nov 2015</p> <p>Cabinet 3 Feb 2016</p>	<p>Scrutiny Board RECOMMENDED to Cabinet that:</p> <p>1. The draft Councillor Lone Working Procedure be circulated to all members and included in the Councillor Induction Pack, subject to the following amendments:</p> <p>2. Under Part 4 of the procedure, add ‘report inappropriate behaviour’</p> <p>3. Under Part 4 of the</p>	

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					<p>procedure, add 'where possible meet at a neutral venue'</p> <p>4. Under Part 4 of the procedure, add 'share information with ward Councillors.'</p>	
Delivering Differently - Future Service Delivery of Operational Services	To review the future delivery of Operational Services and the various options detailed in the report.	Scrutiny Board	Deputy Leader of the Council and Cabinet Lead for Environment and Neighbourhood Quality	<p>Scrutiny Board 10 Nov 2015</p> <p>Scrutiny Board 12 Jan 2016</p> <p>Cabinet 20 Jan 2016</p> <p>Council 20 Jan 2016</p>	<p>Scrutiny Board RECOMMENDED to Cabinet that the following be approved:</p> <p>a) The Business Case for the JVC, and authority for the Officer Negotiation Team to hold strategic discussions with representatives of Norse Commercial Services to ensure the integrity and best interests of Havant Borough Council are protected, and gets the best value from a Joint Venture Partnership with Norse Commercial Services with a start up date of 1st April 2016;</p> <p>b) The development of an Overheads Savings Plan, to identify where further HBC staff savings could be made following mobilisation to ensure opportunities for savings are maximised;</p> <p>c) The development of an accommodation strategy for Southmoor Offices and implementation of initial phase;</p> <p>d) The mobilisation of the JVC; and</p> <p>e) Development of links to other strategic objectives and opportunities.</p>	
Revenue Budget 2016/17	The Board is to consider the proposed budget strategy for 2105/16	Scrutiny Board	Leader and Cabinet Lead for Corporate Strategy,	Scrutiny Board 26 Jan 2016		

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			Finance, and Partnerships			
Havant Borough Council Website Review	To review the functionality and ease of access of the website for members of the public.	Marketing and Development Panel	Cabinet Lead for Marketing and Development	Scrutiny Board 23 Feb 2016		
Review of Cemeteries and Crematorium	To review Havant Borough Council's role in running cemeteries throughout the borough.	Environmental Services Panel	Cabinet Lead for Economy, Planning and Built Environment	Scrutiny Board 23 Feb 2016		
Review of Development Management Committee Agenda Papers	To investigate methods of simplifying report writing for Development Management Committee agendas.	Economy, Planning and Built Environment Panel	Cabinet Lead for Economy, Planning and Built Environment	Scrutiny Board 23 Feb 2016		
Safeguarding	With a review of the Safeguarding Policy scheduled this work will allow the Panel to have input and influence over its formulation especially with regard to training for councillors.	Communities Panel	Cabinet Lead for Communities	Scrutiny Board 23 Feb 2016		
Traffic Congestion in the Borough	To review traffic congestion within the Borough	Economy and Planning Scrutiny and Policy Development Panel	Deputy Leader of the Council and Cabinet Lead for Environment and Neighbourhood Quality	Scrutiny Board 23 Feb 2016		
Fee and Charges Review	To examine which fees for council services are set by HBC and understand how they are arrived at.	Governance and Logistics Scrutiny and Policy Development Panel		Scrutiny Board		
Review of Independent Supported Housing for Older People by Registered Providers	To scrutinise the organisations proving independent supported housing and ensure that the highest possible standards are maintained in order to help residents achieve a decent	Community Scrutiny and Policy Development Panel	Cabinet Lead for Communities	Scrutiny Board		

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	quality of life.					