

# FAREHAM

## BOROUGH COUNCIL

### Report to Scrutiny Board

**Date**                    **12 January 2016**

**Report of:**            **Director of Finance and Resources**

**Subject:**              **PRELIMINARY REVIEW OF WORK PROGRAMME 2016/17 AND  
DRAFT WORK PROGRAMME 2017/18**

#### **SUMMARY**

At the meeting on the Board on 16 March 2017, members will be asked to review the outcome of the work programme for the current year 2016/17. Also at that meeting, the Board will be asked to finalise the draft work programme for 2017/18.

The report contains details of the position of the Board's existing work programme for the current year, in order to allow an early assessment of progress. It also gives some background information to assist members in drawing up the work programme for next year.

#### **RECOMMENDATION**

Members are invited to:-

- (a) Review the current work programme for 2016/17;
- (b) Start to consider the work programme for the next municipal year, 2017/18;  
and
- (c) To give early consideration to an external reviews that they might wish to carry out in 2017/18.

## **INTRODUCTION**

1. The outcomes from the work programme for the current year (2016/17) will be reviewed at the Board's meeting on 16 March 2017. At the same time, it will be necessary for the Board to finalise its work programme for the next year.
2. In order to assist this process, members are invited to start to consider both issues at this meeting.

## **WORK PROGRAMME 2016/17**

3. The work programme for the current year is attached as Appendix A.
4. A further document, outlining progress on previously agreed actions, is attached as Appendix C.
5. Members are asked to note the following revisions to the work programme:

## **WORK PROGRAMME – NEXT YEAR 2017/18**

6. Members are reminded that the Scrutiny Board is generally responsible for:-
  - maintaining an overview of the discharge of the Council's Executive Functions;
  - exercising the right to call-in, for reconsideration, any decisions made but not yet implemented by the Executive (and individual Executive Members) or key decisions made by Officers in exercise of their delegated powers;
  - reviewing and/or scrutinising any decisions made or actions taken in connection with the performance of any of the Council's functions;
  - reviewing and/or scrutinising any matters affecting the strategic plans and financial affairs of the Council; and
  - considering matters affecting the area or local people and, in so doing reviewing and scrutinising the performance of other public bodies in the area.
7. There are six planned meetings of the Scrutiny Board in the next municipal year, to deal with ordinary business.
8. Members are invited to consider the items for the work programme for 2015/16. It has previously been suggested that a few items of major significance are chosen.
9. It is particularly important that, in the future, the Scrutiny Board also builds on its programme of external reviews. The list of public organisations working in the Borough is attached as Appendix B for members' information.
10. It is suggested that members indicate which organisation from the list should be the subject of a detailed review during 2016/17.
11. At this stage, particular items which are known to be coming before the Board during the next year are shown below. In addition, the unassigned items on the current years' work programme will be rolled over and allocated to an appropriate meeting:-

18 May 2017

29 June 2017

14 September 2017

23 November 2017

11 January 2018

22 March 2018

### **RISK ASSESSMENT**

12. There are no significant risk considerations in relation to this report.

### **CONCLUSION**

13. Members are invited to:

- (a) to review the current work programme for 2016/17;
- (b) to start to consider the work programme for the next municipal year; and
- (c) to give early consideration to any external reviews that it might wish to carry out during 2017/18.

### **Background Papers:**

### **Reference Papers:**

### **Enquiries:**

For further information on this report please contact Andrew Wannell. (Ext 4620)

## APPENDIX A

### SCRUTINY BOARD –WORK PROGRAMME 2014/15

DATE	SCRUTINY BOARD ITEM
21 May 2015	Meeting cancelled.
25 June 2015	<p>Review of the work programme 2015/16</p> <p>Scoping Report on questions and answer session with Solent Local Enterprise Partnership (proposed)</p> <p>Annual Report on the Performance of the Fareham Community Safety Partnership</p>
17 September 2015	<p>Review of draft Medium Term Finance Strategy</p> <p>Review of the work programme 2015/16</p> <p>Receive minutes of meetings of policy development and review panels</p>
19 November 2015	<p>Question and answer session with Solent Local Enterprise Partnership</p> <p>Review of the work programme 2015/16</p> <p>Receive minutes of meetings of policy development and review panels</p>
14 January 2016	<p>Presentation by, and questioning of, the Executive member for Public Protection</p> <p>Preliminary overall review of work programme 2015/16 and draft 2016/17</p> <p>Finance Strategy, Capital Programme, Revenue Budget and Council Tax 2016/17</p> <p>Housing Revenue Account Budget and Capital Plans 2016/17</p> <p>Receive minutes of meetings of policy development and review panels</p> <p>Review of Licensing Policy</p>
17 March 2016	<p>Presentation by, and questioning of, the Executive member for Streetscene</p> <p>Final review of work programme for 2015/16 and draft for 2016/17</p> <p>Receive minutes of meetings of policy development and review panels</p>

Items to be assigned:

- Review of the implementation of the universal credit system and its impact on the residents of Fareham
- Minutes of meetings of the Portchester Crematorium Joint Committee (as appropriate)
- Presentation by, and questioning of, the Executive member for Health and Housing (23 June 2016)
- Presentation by, and questioning of, the Executive member for Leisure and Community (24 November 2016)
- Presentation by, and questioning of, the Executive member for Planning and Development (16 March 2017)
- Presentation by, and questioning of, the Executive member for Policy and Resources (June 2017)

## APPENDIX B

## LIST OF ORGANISATIONS SUPPORTING DELIVERY OF PUBLIC SERVICES IN THE BOROUGH

Agency	FBC funding	Agency	FBC funding
<b>'Blue Light' Services</b>		<b>Voluntary Sector</b>	
Hampshire Police		Community Action Fareham	#
Hampshire Fire and Rescue Service		Dial a Ride	#
South Central Ambulance Service		Citizens Advice Bureau	#
		RELATE	#
<b>Hampshire County Council</b>		Fareham Churches Together	
Hampshire County Council – Youth Service			
Hampshire County Council – Ashcroft Centre		<b>Partnerships</b>	
Hampshire County Council - Libraries		Portchester Crematorium	
Hampshire County Council – Secondary Schools		CCTV Partnership	#
Hampshire County Council – Primary Schools		Building Control Partnership	#
Hampshire Highways		Community Safety Partnership	#
Westbury Manor Museum	#	Environmental Health Partnership	#
Hampshire Children Services		Legal Services Partnership	#
Hampshire Adult Services		Project Integra	#
Supporting People		PUSH	#
Social Loan Fund (transfers from DWP on 1/4/2013)		PUSH Overview and Scrutiny Committee	#
		Solent LEP	
		Hampshire Children's Safeguarding Board	#
<b>Housing</b>		Fareham & Gosport Clinical Commissioning Group	
First Wessex Housing		<b>Other</b>	
Radian Housing		Hampshire Primary Care Trust	
Hyde Housing		Dept. for Work and Pensions / Job Centre Plus	
United Savings and Loans (Credit Union)	#	Young People's Learning Agency (formerly Learning & Skills Council)	
Two Saints	#	Skills Funding Agency formerly Learning & Skills Council)	
Southern Focus Trust		Audit Commission	
Fareham & Gosport Family Aid		Tourist Information Centre	#

Abbeyfield Housing Society		Youth Centres - Genesis, Xperience, Crofton	
		Fareham Enterprise Centre	
		Business Link (Hants & IOW)	
		<b>Other Continued</b>	
		Segensworth Business Forum	
		Homes & Communities Agency - Daedalus	
		Health protection Agency	
		Southern Water	
		Portsmouth Water	
		Health and Safety Executive	
		Food Standards Agency	
		DEFRA	
		Environment Agency	
		Pubwatch	

**SCRUTINY BOARD WORK PROGRAMME - PROGRESS SINCE LAST MEETING****APPENDIX C**

<b>Date of Meeting</b>	<b>Subject</b>	<b>Type of Item</b>	<b>Action by Board</b>	<b>Outcome</b>	<b>Link Officer</b>
24November 2016	Vanguard Update	Report	<p>The Board considered a report by the Director of Finance and Resources on an update to the Vanguard Interventions that have taken place throughout the Council.</p> <p>The Board enquired as to when the next phase is completed will all departments have been through an intervention. The Director of Finance and Resources confirmed that at the end of the next phase all services within a department will have had an intervention, but this will not apply to the whole department.</p> <p>It was AGREED that Members:-</p> <p>(a) noted the progress made with the Vanguard programme of interventions; and (b) agreed that no comments need to be made for the Executive to consider.</p>	Complete.	Andrew Wannell
	Review of the Medium Term Finance Strategy	Report	<p>The Board considered a report by the Director of Finance and Resources which reviewed the Council's Medium Term Finance Strategy.</p> <p>The Board enquired as to whether the Spending Reserve of 5% compared with</p>	Complete	Andrew Wannell



			<p>other authorities and whether it would change with changes to the economic climate. The Management and Financial Accounting Manager explained that the 5% figure is a suggested figure from CIPFA, however it is responsibility of each authorities Section 151 Officer to determine the level set. He explained that at present they are comfortable that the 5% level was appropriate for Fareham. In regards to changes in the economic climate, this is something that is monitored and should there be a major change then the level could be revisited.</p> <p>A question was raised regarding the Housing Capital budget and why this did not feature in the report. The Director of Finance and Resources informed the Board that the Medium Term Finance Strategy is for the General Fund, and that the housing capital programme would form part of the Housing Revenue Account which is separate to this.</p> <p>It was AGREED that the Board:-</p> <p>(a) note the content of the report; and</p> <p>(b) agree that they have no comments on the Medium Term Finance Strategy that the Executive need to consider.</p>		
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	Review of the Board's Work Programme	programming	<p>The Board considered a report by the Director of Finance and Resources on its work programme for 2016/17.</p> <p>The Director of Finance and Resources provided a verbal update to the work programme which concerned a further amendment to the one set out in paragraph 3 (i) of the report. The item titled "Presentation and questioning of, the Executive Member for Leisure and Community" which had been removed from the 2016/17 work programme, has now been added to the January 2017 meeting.</p> <p>It was AGREED that, subject to the amendment above, the work programme for 2016/17 be agreed.</p>	Complete.	Andrew Wannell
	Minutes of Meetings of Policy Development and Review Panel	Review	<p>The Board was asked to receive the minutes of the Policy Development and Review Panels held since 1 September 2016.</p> <p><b>(1) Minutes of meeting Tuesday, 6 September 2016 of Planning and Development Policy Development and Review Panel</b></p> <p>The Chairman of the Planning and Development Policy Development and Review Panel, Councillor A Mandry was invited to present the minutes of the</p>	Completed	Andrew Wannell

		<p>meeting held on 6 September 2016.</p> <p>It was AGREED the minutes be received.</p> <p><b>(2) Minutes of meeting Wednesday, 7 September 2016 of Leisure and Community Policy Development and Review Panel</b></p> <p>The Chairman of the Leisure and Community Policy Development and Review Panel, Councillor Ms S Pankhurst was invited to present the minutes of meeting held on 7 September 2016.</p> <p>It was AGREED the minutes be received.</p> <p><b>(3) Minutes of meeting Thursday, 8 September 2016 of Streetscene Policy Development and Review Panel</b></p> <p>The Chairman of the Streetscene Policy Development and Review Panel, Councillor L Keeble was invited to the present the minutes of the meeting held on 8 September 2016.</p> <p>It was AGREED the minutes be received.</p> <p><b>(4) Minutes of meeting Thursday, 22 September 2016 of Health and Housing Policy Development and Review Panel</b></p>		
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			<p>The Chairman of the Health and Housing Policy Development and Review Panel, Councillor B Bayford was invited to present the minutes of the meeting held on 22 September 2016.</p> <p>It was AGREED the minutes be received.</p> <p><b>(5) Minutes of meeting Thursday, 20 October 2016 of Streetscene Policy Development and Review Panel</b></p> <p>The Chairman of the Streetscene Policy Development and Review Panel, Councillor L Keeble was invited to present the minutes of the meeting held on 20 October 2016.</p> <p>It was AGREED the minutes be received.</p>		
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