

FAREHAM

BOROUGH COUNCIL

Report to Scrutiny Board

Date **24 November 2016**

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

Subject: **REVIEW OF WORK PROGRAMME 2016/17**

SUMMARY

Items for the draft work programme of the Board for the year were agreed by the Board at its meeting on 17 March 2016 and endorsed by the Council at its meeting on 28 April 2016. The Board reviewed the work programme at its last meeting on 15 September 2016.

RECOMMENDATION

The Board is now invited to further review the work programme for 2016/17.

INTRODUCTION

1. At the meeting of the Board on 17 March 2016, members agreed items for the draft work programme of the Board for the current year, 2016/17. The work programme was subsequently confirmed by the Council at its meeting 28 April 2016 and reviewed at the last meeting of the Board on 15 September 2016. The Board's work programme is set out in Appendix A to this report.
2. The progress on actions since the last meeting of the Board is attached at Appendix B for information.

REVISIONS TO THE WORK PROGRAMME

3. Members are asked to note the following revisions to the work programme:
 - (i). The item titled 'Presentation by, and questioning of, the Executive Member for Leisure and Community' which was scheduled for this meeting has been removed from the 2016/17 work programme and will be reallocated in the 2017/18 work programme;
 - (ii). The item titled 'Review of Corporate Strategy and Corporate Priorities' has been moved from the 12 January 2017 meeting to the 16 March 2017 meeting; and
 - (iii). A report titled 'Vanguard Update' has been added onto the work programme for this meeting.

RISK ASSESSMENT

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

CONCLUSION

5. The Board is now invited to further review its work programme for 2016/17.

Background Papers:

Reference Papers:

Enquiries:

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

SCRUTINY BOARD – DRAFT WORK PROGRAMME 2016/17

DATE	SCRUTINY BOARD ITEM
19 May 2016	Review of Work Programme 2016/17 Presentation from Head of Project Integra Receive minutes of meetings of Policy Development and Review Panels
23 June 2016	Review of Work Programme 2016/17 Presentation by, and questioning of, the Executive Member for Health and Housing Receive minutes of meetings of Policy Development and Review Panels
15 September 2016	Review of Work Programme 2016/17 Receive minutes of meetings of Policy Development and Review Panels
24 November 2016	Review of Work Programme 2016/17 Vanguard Update Review of the Medium Term Finance Strategy Receive the minutes of meetings of Policy Development and Review Panels
12 January 2017	Preliminary overall review of work programme 2016/17 and draft 2017/18 Finance Strategy, Capital Programme, Revenue Budget and Council Tax 2017/18 Housing Revenue Account Budget and Capital Plans 2017/18 Receive minutes of meetings of Policy Development and Review Panels
16 March 2017	Final review of work programme 2016/17 and draft work programme 2017/18 Presentation by, and questioning of, the Executive Member for Planning and Development Review of Corporate Strategy and Corporate Priorities Receive minutes of meetings of Policy Development and Review Panels

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)

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

Date of Meeting	Subject	Type of Item	Action by Board	Outcome	Link Officer
15 September 2016	Review of the Board's Work Programme	Review	<p>The Board considered a report by the Director of Finance and Resources which reviewed the Board's work programme for 2016/17.</p> <p>Members were invited to put forward suggestions for any items they would like to see included. Councillor Ford stated that he would like a report providing an Update on Vanguard. The Director of Finance and Resources addressed the Board and advised them that a report on Vanguard is planned to go to the Executive at its meeting on 7 November 2016. He suggested that should any member wish to scrutinise this report then an item could be added onto the Board's work programme at a later date.</p> <p>It was AGREED that the Board's work programme for 2016/17 be approved.</p>	Complete	Andrew Wannell
	Minutes of Meetings of Policy Development and Review Panels	Scrutiny	<p>The Board was asked to receive the minutes of the Policy Development and Review Panels held since 1 May 2016.</p> <p>(1) Minutes of Meeting Tuesday, 17 May 2016 of Planning and Development Policy Development and</p>		Andrew Wannell

			<p>Review Panel</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 meeting held on 17 May 2016.</p> <p>It was AGREED the minutes be received.</p> <p>(2) Minutes of meeting Tuesday, 19 July 2016 of Planning and Development Policy Development and Review Panel</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 meeting held on 19 July 2016.</p> <p>It was AGREED the minutes be received.</p> <p>(3) Minutes of meeting Tuesday, 24 May 2016 of Public Protection Policy Development and Review Panel</p> <p>The Chairman of the Public Protection Policy Development and Review Panel, Councillor M J Ford, JP was invited to present the minutes of the meeting held on 24 May 2016.</p>	<p>Complete</p> <p>Complete</p> <p>Complete</p>	
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			<p>It was AGREED the minutes be received.</p> <p>(4) Minutes of meeting Tuesday, 26 July 2016 of Public Protection Policy Development and Review Panel</p> <p>The Chairman of the Public Protection Policy Development and Review Panel, Councillor M J Ford, JP was invited to present the minutes of the meeting held on 26 July 2016.</p> <p>It was AGREED the minutes be received.</p> <p>(5) Minutes of meeting Thursday, 26 May 2016 of Health and Housing Policy Development and Review Panel</p> <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 26 May 2016.</p> <p>It was AGREED the minutes be received.</p> <p>(6) Minutes of meeting Thursday, 21 July 2016 of Health and Housing Policy Development and Review Panel</p> <p>The Chairman of the Health and Housing Policy Development and Review Panel, Councillor B Bayford was invited to</p>	<p>Complete</p> <p>Complete</p>	
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			<p>review the minutes of the meeting held on 21 July 2016.</p> <p>Councillor Bayford referred to minute item 6, the Health Update. He informed the Board that he gave a brief presentation on the role of the Health and Housing Panel with regards to Health provision within the Borough, and offered to present the same presentation to the Board members as health provision has been identified by the Board previously as an issue that needs to be addressed.</p> <p>It was AGREED that:-</p> <ul style="list-style-type: none"> (a) the minutes be received; and (b) the Chairman of Health and Housing provide a presentation to Board members at a briefing session to be confirmed. <p>(7) Minutes of meeting, Wednesday 1 June 2016 of Leisure and Community Policy Development and Review Panel</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 the meeting held on 1 June 2016.</p>	<p>Complete</p> <p>Date still to be confirmed.</p> <p>Complete</p>	
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			<p>It was AGREED the minutes be received.</p> <p>(8) Minutes of meeting Wednesday, 27 July 2016 of Leisure and Community Policy Development and Review Panel</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 the meeting held on 27 July 2016.</p> <p>It was AGREED the minutes be received.</p> <p>(9) Minutes of meeting Thursday, 9 June 2016 of Streetscene Policy Development and Review Panel</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 9 June 2016.</p> <p>It was AGREED the minutes be received.</p> <p>(10) Minutes of meeting Thursday, 14 July 2016 of Streetscene Policy Development and Review Panel</p> <p>The Chairman of the Streetscene Policy Development and Review Panel, Councillor L Keeble was invited to</p>	<p>Complete</p> <p>Complete</p>	
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			<p>present the minutes of the meeting held on 14 July 2016.</p> <p>Councillor Wood referred to minute item 7, Annual Report on Street Cleansing Service, and enquired as to what the Council's responsibility is with regard to the removal of weeds on the kerbside. The Director of Operations explained to the Board that the responsibility of the treatment of eradicating weeds was Hampshire County Council and the Borough Council's responsibility is to clear up the weeds once they have been treated and have died, as part of the street sweeping service.</p> <p>Councillor Ms Pankhurst asked for her thanks to be passed to the Operations Manager and his team for the hard work and extremely quick responses to reports of street cleansing issues.</p> <p>It was AGREED the minutes be received.</p>	Complete	
	Executive Business	Review	<p>The Chairman invited members to indicate if they wished to consider any other items of business dealt with by the Executive since the last meeting of the Board. There were no other items of Executive Business considered.</p>		Andrew Wannell