

FAREHAM

BOROUGH COUNCIL

Report to Scrutiny Board

Date **28 June 2018**

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

Subject: **REVIEW OF WORK PROGRAMME 2018/19**

SUMMARY

Items for the draft work programme of the Board for the year were agreed by the Board at its meeting on 22 March 2018 and endorsed by the Council at its meeting on 26 April 2018. The Board reviewed the work programme at its last meeting on 17 May 2018.

RECOMMENDATION

The Board is now invited to agree the work programme for 2018/19.

INTRODUCTION

1. At the meeting of the Board on 17 May 2018, members agreed items for the draft work programme of the Board for the current year 2018/19. The work programme was subsequently confirmed by the Council at its meeting on 26 April 2018 and reviewed at the last meeting of the Board on 17 May 2018. 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 that there is one revision to the work programme:
 - (i) A report titled "Review of Policy Development and Review Panels and Scrutiny Board Meetings" has been added to the work programme for this meeting.
4. Members are also asked to note that there are three unallocated items on the programme, namely:-
 - (a) Presentation by, and Questioning of, Vivid Housing Association
 - (b) Presentation by, and Questioning of, Y Services
(note that Y-Services will be presenting to the Leisure and Community Policy Development and Review Panel on 23rd January 2019)
 - (c) Portchester Crematorium
5. Members are invited to consider whether they still wish to receive a report or invite the external bodies to a future meeting, and if so, to consider the scope of the invite, to ensure that any report or presentation meets the needs of the Board.

RISK ASSESSMENT

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

CONCLUSION

7. The Board is now invited to agree its work programme for 2018/19.

Background Papers:

Reference Papers:

APPENDICES

Appendix A – Scrutiny Board Work Programme 2018/19

Appendix B – Progress on Actions Since Last Meeting.

Enquiries:

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

SCRUTINY BOARD – DRAFT WORK PROGRAMME 2018/19

DATE	SCRUTINY BOARD ITEM
17 May 2018	Review of Work Programme 2018/19 Receive Minutes of Meetings of Policy Development and Review Panels Petition Complaint Review
28 June 2018	Review of Work Programme 2018/19 Presentation by, and questioning of, Hampshire Fire and Rescue Service Review of Policy Development and Review Panels and Scrutiny Board Meetings Receive minutes of meetings of Policy Development and Review Panels
13 September 2018	Review of Work Programme 2018/19 Presentation by, and questioning of, the Executive Member for Housing Receive minutes of meetings of Policy Development and Review Panels
22 November 2018	Review of Work Programme 2018/19 Presentation by, and questioning of, the Executive Member for Leisure and Community Vanguard Update Receive the minutes of meetings of Policy Development and Review Panels
19 January 2019	Preliminary overall review of work programme 2018/19 and draft 2019/20 Finance Strategy, Capital Programme, Revenue Budget and Council Tax 2019/20 Housing Revenue Account Budget and Capital Plans 2019/20 Receive minutes of meetings of Policy Development and Review Panels
21 March 2019	Final review of work programme 2018/19 and draft work programme 2019/20 Presentation by, and questioning of, the Executive Member for

	Planning and Development Receive minutes of meetings of Policy Development and Review Panels
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Items to be assigned:

- Presentation by, and Questioning of, Vivid Housing Association
- Presentation by, and Questioning of, Y Services
- Portchester Crematorium

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

Date of Meeting	Subject	Type of Item	Action by Board	Outcome	Link Officer
17 May 2018	Petition Complaint Review	Scrutiny	<p>The Board considered a report by the Head of Democratic Services on a review of a complaint received regarding the handling of a petition.</p> <p>The report outlined the details of the complaint and the steps that have been taken by the Democratic Services department from the very start of the receipt of the petition.</p> <p>Members asked questions of the Head of Democratic Services, the Director of Planning and Regulation and the Monitoring Officer to clarify points raised in both the report and deputation that was received.</p> <p>The Chairman confirmed that having discussed the points raised in the complaint regarding the handling of the petition, the Scrutiny Board now had to consider its options as set out the in the report, that being either:</p> <p>(a) agree that the steps taken by the Council in response to the submitted petition were correct; or</p> <p>(b) to determine if any or all of the</p>		

			<p>reasons given for the complaint should be upheld in which case the Scrutiny Board may use any of its powers to deal with the matter, including instigating an investigation, making recommendations to the Executive or arranging for the matter to be considered at a meeting of the Council.</p> <p>A motion was proposed and seconded to agree that the steps taken by the Council in response to the submitted petition were correct, and was voted on and CARRIED. (Voting: 8 in favour; 1 against)</p> <p>RESOLVED that the Scrutiny Board agree that the steps taken in response to the submitted petition were correct, and therefore no further action is required.</p>	Completed	Leigh Usher/Andrew Wannell
	Review of the Work Programme	Review	<p>The Board considered a report by the Director of Finance and Resources which reviewed the Board's work programme for 2018/19.</p> <p>Members were asked to note the revisions to the work programme as outlined in paragraph 2 of the report.</p> <p>RESOLVED that the Board agree the work programme for 2018/19.</p>	Completed	Andrew Wannell

	<p>Receive the Minutes of Meetings of Policy Development and Review Panels</p>	<p>Review</p>	<p>The Board was asked to receive the minutes of the Policy Development and Review Panels held since 1 March 2018.</p> <p>(1) Minutes of meeting Wednesday, 7 March 2018 of Leisure and Community Policy Development an Review Panel</p> <p>The Chairman of the Leisure and Community Policy Development and Review Panel, Councillor Mrs C L A Hockley was invited to present the minutes of the meeting held on 7 March 2018.</p> <p>It was AGREED that the minutes be received.</p> <p>(2) Minutes of meeting Tuesday, 13 March 2018 of Planning and Development Policy Development and Review Panel</p> <p>The Chairman of the Planning and Development Policy Development and Review Panel, Councillor P J Davies was invited to present the minutes of the meeting held in 13 March 2018.</p> <p>It was AGREED that the minutes be received.</p> <p>(3) Minutes of meeting Monday, 26 March 2018 of Streetscene</p>	<p>Completed.</p> <p>Completed.</p>	<p>Andrew Wannell</p> <p>Richard Jolley</p>
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			<p>Policy Development and Review Panel</p> <p>The Chairman of the Streetscene Policy Development and Review Panel, Councillor Miss T G Harper was invited to present the minutes of the meeting held on 26 March 2018.</p> <p>It was AGREED that the minutes be received.</p>	Completed	
	Executive Business	Review	<p>The Chairman invited members to indicate if they wish to consider any other item of business dealt with by the Executive since the last meeting of the Board.</p> <p>There were no other items of Executive Business considered.</p>	Completed	Andrew Wannell