

# FAREHAM

## BOROUGH COUNCIL

### **Report to Health and Housing Policy Development Review Panel**

**Date**                    **16 January 2014**

**Report of:**            **Director of Community**

**Subject:**              **PRELIMINARY OVERALL REVIEW OF WORK PROGRAMME  
2013/14 AND DRAFT 2014/15**

#### **SUMMARY**

At the meeting of the Panel on 13 March 2014, members will be asked to review the outcome of the work programme for the current year, 2013/14. Also at that meeting, the Panel will need to finalise the draft work programme for next year, 2014/15.

The report contains details of the position of the Panel'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 2014/15.

#### **RECOMMENDATION**

The Panel is invited to give initial consideration to the outcome of the 2013/14 work programme and to the draft work programme for 2014/15.

## **INTRODUCTION**

1. The outcomes from the work programme for the current year (2013/14) will be reviewed at the Panel's meeting on 13 March 2014. At the same time it will be necessary for the Panel to finalise its work programme for the next municipal year (2014/15).
2. In order to assist the process, members are invited to consider both issues at this meeting.

## **REVISIONS TO THE WORK PROGRAMME 2013/14**

3. Members are requested to endorse the following revisions to the work programme for the current year:-
  - (a) the report titled "New Tenancy Agreement" has been removed from the agenda for 16 January 2014 and the Panel's work programme; and
  - (b) the report titled "Review of Housing Arrears" has now been changed to "Review of Impact of Removal of Spare Room Subsidy"
4. A copy of the updated Work Programme, incorporating the above revisions, is attached at Appendix A. It is suggested that the current work programme for 2013/14 is completed.

## **WORK PROGRAMME – NEXT YEAR 2014/15**

### Scrutiny Board Responsibilities

5. 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.
  - considering matters affecting the area or local people and, in so doing, reviewing and scrutinising the performance of other public bodies in the area.

### Role of the Policy Development and Review Panels

6. The Policy Development and Review Panels are responsible for preparing their own work programmes. Those programmes should take account of the role of the Panels to:-
  - assist in the development and formulation of policy.
  - report and advise upon policies and proposals relating to their particular service

interest.

- review the performance of services provided directly or indirectly by the Council.

7. There are six planned meetings of the Policy Development and Review Panels in the next municipal year, to deal with ordinary business.

#### Planning Next Year's Work Programme

8. Members are invited to consider items for the draft work programme for 2014/15. It has been previously suggested that a few items of major significance be chosen.
9. In addition to any other matters which members may wish the Panel to look at, the Executive may decide it wishes the Panel to carry out specific tasks during the next municipal year.
10. At this stage, particular items which are known to be coming before the Panel during the next year are:-

<b><u>MEETING DATES FOR 2014/15*</u></b>	<b><u>ITEMS</u></b>
8 May 2014	<ul style="list-style-type: none"><li>• Review of Work Programme 2014/15</li><li>•</li></ul>
17 July 2014	<ul style="list-style-type: none"><li>• Review of Work Programme 2014/15</li><li>•</li></ul>
11 September 2014	<ul style="list-style-type: none"><li>• Review of Work Programme 2014/15</li><li>•</li></ul>
13 November 2014	<ul style="list-style-type: none"><li>• Review of Work Programme 2014/15</li><li>•</li></ul>
15 January 2015	<ul style="list-style-type: none"><li>• Preliminary Review of Work Programme 2014/15 and Draft 2015/16</li><li>•</li></ul>
12 March 2015	<ul style="list-style-type: none"><li>• Final Review of Work Programme 2014/15 and 2015/16</li><li>•</li></ul>

11. Other general items may arise during the year, such as responding to consultation requests by the Government.

12. Statutory strategies and policy framework items will need to be reported to any combination of the Review Panels, the Scrutiny Board, the Executive and the Council, as appropriate.

## **RISK ASSESSMENT**

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

## **CONCLUSION**

14. Members are invited to give preliminary consideration to the outcomes of the Panel's work programme for the current year. In addition, members are asked to start drawing up an outline of a draft work programme for next year. Further consideration can then be given to these matters at the meeting on 13 March 2014.

**Appendix A**                      Health and Housing Policy Development and Review Panel  
Work Programme 2013/14

### **Background Papers:**

None

### **Reference Papers:**

Health and Housing Policy Development and Review Panel Work Programme 2013/14

Report to Council – 12 December 2013 – Schedule of Meetings 2014/15

### **Enquiries:**

For further information on this report please contact Martyn George, Director of Community. (Ext 4400)

**HEALTH AND HOUSING POLICY DEVELOPMENT AND REVIEW PANEL  
PROPOSED WORK PROGRAMME FOR 2013/14**

<b><u>MEETING DATES FOR 2013/14</u></b>	<b><u>ITEMS</u></b>
23 May 2013	<ul style="list-style-type: none"> <li>• Introduction to the role of the Panel</li> <li>• Review of the Work Programme 2013/14</li> <li>• Review of Sheltered Housing Stock</li> <li>• Hampshire Health &amp; Wellbeing Strategy</li> <li>• Development of Land at Palmerston Avenue</li> </ul>
18 July 2013	<ul style="list-style-type: none"> <li>• Review of the Work Programme 2013/14</li> <li>• Affordable Housing Programme</li> <li>• The Government's Green Deal</li> <li>• Floating Support Service for Older Persons</li> <li>• Fareham's Eco-Housing Exemplar</li> <li>• Review of Tenancy Agreements</li> </ul>
12 September 2013	<ul style="list-style-type: none"> <li>• Review of the Work Programme 2013/14</li> <li>• Presentation on Local Health Priorities (invitation to Director of Public)</li> <li>• Presentation on Fareham &amp; Gosport Clinical Commissioning Group</li> <li>• Review of Temporary Accommodation</li> <li>• Discharging the Homelessness Duty through Accommodation in the Private Rented Sector</li> </ul>
14 November 2013	<ul style="list-style-type: none"> <li>• Review of the Work Programme 2013/14</li> <li>• Nominations Policy - Six monthly review</li> <li>• Review of Homelessness and Rough Sleeping in the Borough</li> </ul>
16 January 2014	<ul style="list-style-type: none"> <li>• Preliminary overall review of Work Programme 2013/14 and draft 2014/15</li> <li>• Welfare Reform - update</li> </ul>

	<ul style="list-style-type: none"><li>• Review of Impact of Removal of Spare Room Subsidy</li><li>• Housing Initiatives (Accessing the private rented sector)</li></ul>
13 March 2014	<ul style="list-style-type: none"><li>• Final review of work programme for 2013/14 and draft for 2014/15</li><li>• Empty Homes - Update</li><li>• Collingwood House Update</li><li>• Health Update</li><li>• Homelessness Strategy 2014-17</li></ul>