

FAREHAM

BOROUGH COUNCIL

Report to Scrutiny Board

Date **20 March 2014**

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

Subject: **FINAL REVIEW OF WORK PROGRAMME FOR 2013/14 AND
DRAFT FOR 2014/15**

SUMMARY

At its meeting on 23 January 2014, the Board received a report which gave preliminary information to assist the end of year review of the work programme of the Board. Members also received the first draft of the proposed work programme for 2014/15.

RECOMMENDATION

This report now invites the Board to:-

- (a) review the outcome of the work programme of the Scrutiny Board for 2013/14;
- (b) inform the Council of the Board's view on the outcome of the call-in arrangements for 2013/14;
- (c) agree a provisional work programme of the Board for 2014/15; and
- (d) submit the provisional work programme of the Board for 2014/15 to the Council.

INTRODUCTION

1. At the meeting of the Board in January, members received some preliminary information to assist in the end of year review of the work programme of the Board. This is the last cycle of meetings for this year and the Board is invited to finalise its review of this year's work and consider the draft work programme for 2014/15.

THE BOARD'S TERMS OF REFERENCE

2. Under its terms of reference, the Scrutiny Board is 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 matter 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 or referring such scrutiny to the relevant Review Panel.

SCRUTINY BOARD WORK PROGRAMME- CURRENT YEAR 2013/14

3. Appendix A contains details of the current year's work programme, for review by the Board. As this is the last meeting of the municipal year, the outcomes of items on this meeting's agenda are obviously not referred to in the schedule.
4. The Board is reminded that there have not been any call-in this year.
5. As the call-in procedure is operating satisfactorily, there is no reason to suggest that the arrangements should be amended and it is recommended that the Council be advised accordingly.

SCRUTINY BOARD WORK PROGRAMME – NEXT YEAR 2014/15

6. Appendix B sets out, as a preliminary draft work programme, details of the general business of the Board, which it is known, at this stage, will arise during the course of the coming year. As the Council has decided on the dates for meetings in 2014/15, these have been included in the schedule. It is for members to decide whether they are in agreement with the scheduling of these general matters, having taken account of any other proposed items put forward by the Board.
7. It is also for the Board to consider whether any review of items under the Council's policy framework will be included in the 2014/15 programme. Appendix C contains a list of the plans and strategies currently contained in the Council's policy framework.

8. In connection with next year's programme, members will recall that in January they considered a list of external agencies operating in the Borough and decided that members of the Board e-mail the Chairman with any suggested external reviews that it might wish to carry out during 2014/15, for consideration at its meeting in March 2014. Suggestions made at the meeting in January were as follows:-

CONCLUSION

9. To summarise, the Board is now invited to:-
- (i) review the outcome of the Board's own work programme for the current year 2013/14;
 - (ii) inform the Council of the Board's view on the outcome of the call-in arrangements for 2013/14;
 - (iv) approve the provisional work programme of the Board for next year 2014/15, taking account of the following:-
 - (a) General business;
 - (b) Training and programming issues;
 - (c) Any scoping studies;
 - (d) The policy framework;
 - (e) The Executive two year work programme; and
 - (f) Any additional matters put forward by the Board/members; and
 - (v) advise the Council accordingly.

Appendices:

- A - Scrutiny Board Work Programme 2013/14 (Outcomes).
- B - Scrutiny Board – Draft Work Programme 2014/15 (General items of business).
- C - Council's Policy Framework.

Background Papers: None.

Reference Papers: None.

Enquiries:

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

<u>SCRUTINY BOARD WORK PROGRAMME - PROGRESS SINCE LAST MEETING</u>				APPENDIX A	
Date of Meeting	Subject	Type of Item	Action by Board	Outcome	Link Officer
21 November 2013	Presentation by, and Questioning of, the Executive Member for Health and Housing	Presentation	<p>The Board received a presentation from the Executive member for Health and Housing, Councillor B Bayford, on the performance of services within the Health and Housing portfolio over the last year and on future plans. The presentation included: details of the portfolio responsibilities, current issues, local priorities and key challenges ahead in respect of Health, Strategic Housing and Council Housing.</p> <p>The Executive member for Health and Housing answered members' questions concerning the presentation.</p> <p>It was AGREED that:-</p> <p>(a) the Executive member for Health and Housing be thanked for his presentation; and</p> <p>(b) it be noted that members were invited to advise Councillor Bayford of any examples of problems with health services so that he could forward them to the appropriate authority.</p>	Matter noted.	Andrew Wannell

	Review of the Board's Work Programme		<p>The Board considered a report by the Director of Finance and Resources, which invited members to review the Board's work programme for 2013/14.</p> <p>It was AGREED that:-</p> <p>(a) the programme of items as set out in Appendix A to the report be noted; and</p> <p>(b) the progress on actions since the last meeting, as set out in Appendix B to the report, be noted.</p>	Matter noted.	Andrew Wannell
	Costs Associated with the Preparation Work for the Welborne Development		<p>The Board considered a report by the Director of Planning and Environment on costs associated with the preparation for the Welborne development.</p> <p>It was noted that the first sentence of paragraph 8 of the report had been included in error and should be deleted.</p>	Matter noted.	Richard Jolley

			It was AGREED that the approach taken in respect of the production of the Welborne Plan, together with the cost implications and the external funding attracted to offset these, be noted.		
	Council Tax Support Year 2		<p>The Board considered a report by the Director of Finance and Resources on the Local Council Tax Support Scheme.</p> <p>It was AGREED that the report be commended to the Executive for approval.</p>	<p>The Executive considered the matter at its meeting on 2 December 2013 and RESOLVED that the Executive:</p> <ul style="list-style-type: none"> (a) approves the final Council Tax Support scheme as set out in the report; (b) recommends the final scheme to Council for final adoption; and (c) approves that the Director of Finance and Resources be given delegated authority to make any necessary minor amendments, and to publish the final scheme prior to 1 April 2014. <p>At the meeting of the Council held on 12</p>	Andrew Wannell

				<p>December 2013, it was RESOLVED that:</p> <p>(a) the Council approves the Council Tax Support scheme 2014-15, as recommended by the Executive at their meeting of 2 December 2013; and</p> <p>(b) delegated authority is given to the Director of Finance and Resources to make any necessary minor amendments and to publish the final scheme prior to 1 April 2014.</p>	
	<p>Updates to the Constitution</p>		<p>The Board considered a report by the Director of Regulatory and Democratic Services on an update to the Constitution.</p> <p>Members were advised that, following further advice from the Solicitor to the Council, the draft Standing Orders with Respect to Meetings had been further</p>	<p>The Executive considered the matter at its meeting on 2 December 2013. At the invitation of the Executive Leader, Councillor P W Whittle, JP addressed the Executive on this item.</p>	<p>Garry White</p>

			<p>updated and copies of the revised version were circulated to those present.</p> <p>It was AGREED that:-</p> <p>(a) the officers be requested to amend the wording of paragraph 6 of Appendix Two to the revised Standing Orders with Respect to Meetings, the Scheme for Deputations to Meetings of the Planning Committee, to make the situation with regard to written deputations and other written material clearer; and</p> <p>(b) subject to (a) above, the revised Standing Orders with Respect to Meetings, as shown in the revised Appendix A to the report as circulated at the meeting, be commended to the Executive.</p>	<p>RESOLVED that the Executive:</p> <p>(a) agrees that future changes to Standing Orders should be considered by the Audit and Governance Committee, as outlined in paragraph 9 of the report; and</p> <p>(b) agrees the updated Standing Orders with Respect to Meetings, as set out in Appendix A to the report and recommends the amendments for consideration by Council.</p> <p>At the meeting of the Council on 12 December 2013 RESOLVED that the revised version of the Standing Orders with Respect to Meetings, as appended to the report, be adopted subject to</p>	
--	--	--	--	--	--

				<p>the following amendments:</p> <ul style="list-style-type: none">i. the removal of the second paragraph at Standing Order 15.7; andii. the removal of the words “of any member of the Council” at Standing Order 57.1.	
--	--	--	--	---	--

SCRUTINY BOARD –WORK PROGRAMME 2014/15

DATE	SCRUTINY BOARD ITEM
5 June 2014	Review of the work programme 2014/15
3 July 2014	Presentation by, and Questioning of, the Executive Member for Leisure and Community Annual Report on the Performance of the Community Safety Partnership Review of the work programme 2014/15
25 September 2014	Review of Draft Medium Term Finance Strategy Review of the work programme 2014/15
20 November 2014	Review of the work programme 2014/15 Presentation by, and Questioning of, the Executive Member for Planning and Development Review of Portchester Crematorium Operational Activity
22 January 2015	Preliminary overall review of work programme 2014/15 and draft programme for 2015/16 Finance Strategy, Capital Programme, Revenue Budget and Council Tax 2015/16 Housing Revenue Account Budget and Capital Plans 2015/16
19 March 2015	Final review of work programme for 2014/15 and draft for 2015/16 Presentation by, and Questioning of, the Executive Member for Policy and Resources

Items to be assigned:

- Scoping Report on question and answer session with Solent Local Enterprise Partnership
- Question and answer session with Solent Local Enterprise Partnership
- 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)

FAREHAM BOROUGH COUNCIL

POLICY FRAMEWORK

Under the Constitution, the plans and strategies to be adopted or approved by the full Council are:-

- (a) Sustainable Community Strategy;
- (b) Housing Strategy;
- (c) Food Safety Service Plan;
- (d) Licensing Policy;
- (e) Development Plan:
 - Fareham Core Strategy
 - Fareham Borough Local Plan Review 2000
- (f) Community Safety Strategy;
- (g) Corporate Vision, Values, Objectives and Priority Actions.