

SCRUTINY & OVERVIEW COMMITTEE

3RD MARCH 2014

Present: Councillors: George Cockman (Chairman), Brian Donnelly, Philip Circus, Roger Clarke, David Coldwell, Leonard Crosbie, Laurence Deakins, Duncan England, Brian O'Connell, Kate Rowbottom, David Sheldon, Diana van der Klugt

Apologies: Councillors: John Chidlow, David Skipp, Tricia Youtan

Also present: Councillors Frances Haigh, Christian Mitchell

Officers: Katharine Eberhart, Director of Corporate Resources

SO/60 **MINUTES**

The minutes of the meeting of the Committee held 13th January 2014 were approved as a correct record and signed by the Chairman, subject to the correction of the word "contact" which should read "contract" on page one of the minutes, under minute SO/49.

SO/61 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

SO/62 **ANNOUNCEMENTS FROM THE CHAIRMAN OF THE COMMITTEE OR THE CHIEF EXECUTIVE**

There were no announcements.

SO/63 **REPLIES FROM CABINET/COUNCIL REGARDING SCRUTINY AND OVERVIEW RECOMMENDATIONS**

There were no replies from Cabinet or Council.

SO/64 **BUSINESS IMPROVEMENT WORKING GROUP - TO RECEIVE AN UPDATE FROM THE CHAIRMAN AND NOTES OF THE MEETING HELD 28TH JANUARY 2014**

The Chairman of the Business Improvement Working Group presented the notes of the meeting held 28th January 2014.

The Chairman explained that the work on S106 and Development Management was coming to an end and the Group was hoping to conclude these two reviews at its next meeting.

SO/64 Business Improvement Working Group - To receive an update from the Chairman and notes of the meeting held 28th January 2014 (Cont.)

The Chairman of the Working Group remained dissatisfied with the timescales for producing S106 agreements and would continue to review this further. Members of the Committee supported this.

It was suggested that the Working Group review the role of the Planning Obligations Panel (POP). However it was noted that there may be some changes following the introduction of the Community Infrastructure Levy (CIL) when a dedicated officer would be appointed to oversee the introduction of CIL and finalise any outstanding S106 agreements; following these changes the Planning Obligations Panel may no longer be necessary.

With all the changes underway in the Development Management department, the Working Group had agreed to review the situation again in approximately 12 months to identify whether the changes had been successful. Performance was also continually monitored through the Finance and Performance Working Group.

The Chairman of the Working Group thanked the Members of the Group for their work over the past months.

RESOLVED

That the notes of the Business Improvement Working Group meeting, held 28th January 2014, be received.

REASON

All notes of Working Group meetings are to be received by the Committee.

SO/65 CRIME AND DISORDER WORKING GROUP – TO RECEIVE AN UPDATE FROM THE CHAIRMAN

The Committee noted that there had been no further meetings of the Crime and Disorder Working Group.

The Chairman of the Working Group explained that the Joint Action Group (JAG) meetings had recently changed format and the Group was no longer meeting as normal. Instead there would be quarterly meetings, which would be called by the Cabinet Member for a Safer and Healthier District, with the partners of JAG and the Chairman of the Crime and Disorder Working Group would be invited. Therefore the new interface between these meetings and the Working Group would need to be addressed.

The Chairman of the Scrutiny and Overview Committee would discuss this with the Chairman of the Working Group outside of this meeting.

SO/65 Crime and Disorder Working Group – To receive an update from the Chairman (cont.)

RESOLVED

That an update from the Crime and Disorder Working Group be received.

REASON

All Working Group updates are to be received by the Committee.

SO/66 **FINANCE AND PERFORMANCE WORKING GROUP – TO RECEIVE AN UPDATE FROM THE CHAIRMAN AND NOTES OF THE MEETINGS HELD 5TH AND 12TH FEBRUARY 2014**

The Chairman of the Finance and Performance Working Group presented the notes of the finance meeting held 5th February and the performance meeting held 12th February 2014.

The Committee noted that the finance meeting notes were discussed in detail as part of the budget discussions at the Council meeting on 26th February 2014.

The Chairman talked the Committee through the performance meeting notes.

In relation to the performance indicator on the percentage of planning appeals allowed, the Working Group was awaiting further information on this as the Group agreed it needed further attention. The Chairman of the Business Improvement Working Group also supported the need for further review of this area; he explained that a report was being prepared by officers on all aspects of planning appeals and the Councillors' impact and involvement in decision making, and to encourage better partnership working between the officers and Councillors.

Members concerns were highlighted and the Committee agreed that this may need further review once the officer report had been completed. The report would provide the evidence and data which Members needed to consider this aspect of the Council's activities.

After a long discussion it was agreed that once the report on planning appeals had been provided, if the Finance and Performance Working Group felt it appropriate, it would recommend that this be reviewed by the Business Improvement Working Group.

The Chairman of the Working Group referred back to the notes of the performance meeting and highlighted the success of the Tenancy Deposit Loan scheme and the number of homelessness preventions.

SO/66 Finance and Performance Working Group – To receive an update from the Chairman and notes of the meetings held 5th and 12th February 2014 (cont)

Members of the Committee also raised some concern about the West Sussex Local Flood Risk Management Strategy and the financial implications on Horsham District Council. The report was due to go to Cabinet in March and Members were assured that if there were budget requirements, these would be discussed at full Council.

The Chairman of the Working Group also explained that the terms of reference for the Finance and Performance Working Group sub-reviews, into the income and expenditure of a selection of departmental activities at the Council, had been circulated to the Members involved. It was suggested that the departmental review of the planning be put on hold whilst changes were being undertaken in this department.

RESOLVED

That the notes of the Finance and Performance Working Group meetings held 5th and 12th February 2014, be received.

REASON

All notes of Working Group meetings are to be received by the Committee.

SO/67 **SOCIAL INCLUSION WORKING GROUP – TO RECEIVE AN UPDATE FROM THE CHAIRMAN**

There had been no further meetings of the Social Inclusion Working Group and therefore there was no update from the Chairman.

RESOLVED

That an update from the Social Inclusion Working Group be received.

REASON

All Working Group updates are to be received by the Committee.

SO/68 **HEALTH PROVISION WORKING GROUP – TO RECEIVE THE INTERIM
REPORT OF THE WORKING GROUP AND NOTES OF THE MEETING
HELD 29TH JANUARY 2014**

A Member of the Health Provision Working Group presented the interim report to the Committee on behalf of the Chairman.

There had been a long need to improve access to health services in Horsham; the role of the Working Group had been to look at the services provided at Horsham Hospital and how these could be improved.

The Working Group heard from representatives from a number of organisations who provided services at the Hospital as part of the Group's evidence gathering.

The Group had made a number of recommendations to the Committee but it had been previously agreed that the review by the Working Group continue in order to help improve services at Horsham Hospital for the benefit of the community.

A tour of the hospital would be arranged for the Members of the Group.

The Committee supported the report and the recommendations. It was suggested that at its next meeting the Group look into ways to find combined funding to support the role of the hospital administrator or manager, as it was agreed that this role was essential.

The Committee also suggested that the Group review any practical ways of developing the recommendations and consider the role of the Group to ensure that they were implemented and followed up.

Therefore the Committee approved the recommendations, with the Working Group to continue to review practical ways in taking them forward.

The notes of the meeting held 29th January 2014 were also received and noted by the Committee.

**RECOMMENDED TO THE CABINET MEMBER FOR A
SAFER AND HEALTHIER DISTRICT**

1. Support the Clinical Commissioning Group with its integrated care and patient care
2. Support for the utilisation of Horsham Hospital at the centre of the community

SO/68 Health Provision Working Group – To receive the interim report of the Working Group and notes of the meeting held 29th January 2014 (cont.)

3. Help to improve communication about access to services and the improvement of health and wellbeing services at Horsham Hospital
4. Support the Clinical Commissioning Group with its focus on bringing services to Horsham which were achievable; otherwise it ran the risk of losing them
5. Continue to liaise with the CCG to understand the strategy for the development of Horsham Hospital
6. To press for more Outpatients Department services to prevent unnecessary travelling to hospitals outside the area
7. To continue to press for an overall administrator or manager to organise the hospital
8. Encourage dialogue between the CCG and providers such as SASH.

SO/69 **TRADE WASTE WORKING GROUP – TO RECEIVE AN UPDATE FROM THE CHAIRMAN**

The Chairman of the Trade Waste Working Group provided the Committee with an update. The meeting scheduled for 5th March 2014 had been postponed until 26th March as representatives from the Horsham Chamber of Commerce had been invited to attend. The Group was also expecting to receive a report from the Operational Services Manager at the next meeting.

It was anticipated that the final report of the Working Group would be presented to the Scrutiny and Overview Committee at its next meeting on 12th May 2014.

RESOLVED

That an update from the Trade Waste Working Group be received.

REASON

All Working Group updates are to be received by the Committee.

SO/70 **SUPPORTING LOCAL BUSINESSES WORKING GROUP – TO RECEIVE AN UPDATE FROM THE CHAIRMAN AND NOTES OF THE MEETING HELD 22ND JANUARY 2014**

The notes of the Supporting Local Businesses Working Group for the meeting on 22nd January 2014 were presented to the Committee and noted.

RESOLVED

That the notes of the Supporting Local Businesses Working Group meeting, held 22nd January 2014, be received

REASON

All notes of Working Group meetings are to be received by the Committee

SO/71 **TO RECEIVE ANY SUGGESTIONS FOR THE SCRUTINY AND OVERVIEW WORK PROGRAMME**

a) Suggestion from Councillor Skipp

The Chairman explained that as Councillor Skipp could not be present for this Committee meeting he had withdrawn his suggestion and therefore it had been withdrawn from the agenda.

b) The future of the Finance and Performance Working Group, whether to continue as one group or return to two separate working groups

A number of issues had arisen since the combination of the Budget Review and Performance Management Working Groups into the Finance and Performance Working Group, including, the administrative aspect, length of the meetings, the membership and the vast workload.

The Chairman of the Working Group explained that the finance aspect of the Group was working well; there was new performance data to come to the Working Group and the Chairman explained that, once the data was available in its new format, the Members could consider whether the Group should continue jointly or return to two separate groups. Therefore this item would be added to the next agenda for the Scrutiny and Overview Committee.

SO/72 **ITEMS NOT ON THE AGENDA BUT CONSIDERED URGENT**

The Chairman of the Committee raised an item on Scrutiny training. The Chairman had recently been in touch with a trainer who would come to the Council offices to carry out a tailored training evening session of approximately three hours. The Committee would await further details.

The meeting finished at 7.14 p.m. having commenced at 5.30 p.m.

CHAIRMAN