

REPORT OF CABINET
(Meeting held 2 May 2018)

1. DEMOCRATIC ARRANGEMENTS – OVERVIEW & SCRUTINY PANELS

The Cabinet has considered a report on changes to the structure of the Overview & Scrutiny Panels and is recommending the establishment of a new Panel, together with changes in the terms of reference of each.

The Cabinet's consideration arose from the fact that the Council has undergone much change in recent times as a result of the economic climate and increased responsibilities. A portfolio area which is currently facing major change is that responsible for housing and homelessness where significant new legislation has come into force. The Council has taken action to respond to these new challenges in various ways, and the Cabinet considers that a revised structure for the Overview & Scrutiny Panels would help ensure that there is sufficient capacity for members to engage in new policy initiatives as they are developed and to scrutinise delivery of the Council's services. Following deliberation, the Cabinet is of the view that a Panel dedicated solely to housing/homelessness issues is required to assist in meeting the Council's significant new responsibilities under Housing and Homelessness legislation.

Recommendations for a new structure for the Overview & Scrutiny Panels are set out below. These provide for the services falling within one or more Portfolios to be scrutinised by a single Review Panel. The Cabinet recognises that there will inevitably be occasions when decisions to be taken by the Council or the Cabinet affect matters being dealt with by more than one Portfolio Holder, but on these occasions, when input from Panels is required, joint meetings of the relevant Panels could be arranged. This happens now.

The Panels have traditionally met five times per year, with an additional annual meeting to elect the Chairman and the Vice-Chairman. In view of the proposed increase in the number of Panels, the Cabinet recommends that each Panel meets four, instead of five, times per year, in addition to the annual meeting. If the need arises, special meetings may be arranged.

At present only one Panel meets in the evenings. This restricts choice for members who are in employment and who find it difficult to attend meetings during the day. It is therefore recommended that two Panels, the proposed Housing Panel and the proposed Community & Leisure Panel, meet in the evenings, starting at 6.00 p.m. The Cabinet's recommendations for the dates and times of Panel meetings appear in the agendas for the annual meetings of each.

RECOMMENDED:

- (a) That an additional overview and scrutiny panel be introduced;***
- (b) That the panels be named as set out below; and that they have particular responsibility for the overview and scrutiny of the service areas attaching to the Portfolios shown:***

O&S Panel	Portfolio	Service responsibilities
Corporate	Leader (Cllr Barry Rickman)	Political Structures
		Employee Engagement
		Corporate Plan
		Staff Matters
		Organisational strategy
		Town & Parish matters
		Emergency Planning
	Finance, Corporate Services & Improvement (Cllr Jeremy Heron)	Medium Term Financial Plan
		Financial Services
		Business Rates & Council Tax
		Housing Benefits
		ICT
		Legal Services
		Democratic Services
		Human Resources
		Performance & risk management
	Local Economic Development, Business & Innovation (Cllr Michael Harris)	Economic Development Strategy
		Business Engagement & Growth
		New Forest Business Partnership
		Local Enterprise Partnerships
		Asset Management/Property Matters
		Smarter Working
		Collaboration & Innovation
Community & Leisure	Community Affairs (Cllr Diane Andrews)	Community Engagement
		Community Grants & Support
		Customer Services
		Elections & Electoral Registration
		Community Safety Partnership (Safer New Forest)
		CCTV
		Careline
		Communications

Community & Leisure (cont)	Leisure & Wellbeing (Cllr James Binns)	Health & Leisure Centres
		Local Leisure, Arts & Heritage
		Health & Wellbeing Board
		Older Persons' Affairs
		Children & Youth Affairs
Housing	Housing Services (Cllr Jill Cleary)	Housing Strategy (Local Housing Need)
		Council House Estate Management and Rent Accounting
		Council Housing Maintenance
		Homelessness
Environment & Infrastructure	Environment & Regulatory Affairs (Cllr Alison Hoare)	Refuse Collection & Recycling
		Street Cleaning
		Abandoned Vehicles
		Environmental Health Services
		Coastal Protection & Drainage Issues
		Grounds Maintenance Services
		Cemeteries
		Public Toilets
		Sustainability
		Improvement Grants & Private Sector Housing
	Planning & Infrastructure (Cllr Edward Heron)	Local Plan
		Development Control
		Building Control
		Listed Buildings & Conservation
		Open Space Infrastructure
		Car Parking & Traffic Management Matters

- (c) That each panel continues to comprise 10 members;
- (d) That the political proportionality be as set out in Item 10 of the agenda for the annual meeting of the Council on 14 May 2018;

- (e) *That each panel meets four times per year, in January, March, June and September, with -*
- *An additional annual meeting to appoint the Chairman and the Vice-Chairman of the Panel; and*
 - *Special meetings as may be deemed necessary by the Chairman of that Panel.*

**COUNCILLOR B RICKMAN
CHAIRMAN**