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30 November 2006

S U M M O N S

MEETING: Overview and Scrutiny Committee
DATE: Wednesday 6 December 2006
TIME: 6.00pm
PLACE: Committee Room 1, Town Hall, Gosport
Democratic Services contact: Eileen Povey

LINDA EDWARDS
BOROUGH SOLICITOR

MEMBERS OF THE COMMITTEE

Membership to be determined as approved at Council on 29 November 2006

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(To be read from the Chair if members of the public are present)

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AGENDA

- 1. ELECTION OF CHAIRMAN FOR THE MUNICIPAL YEAR 2006/7**
- 2. ELECTION OF VICE-CHAIRMAN FOR THE MUNICIPAL YEAR 2006/7**

- 3. APOLOGIES FOR ABSENCE**

- 4. DECLARATIONS OF INTEREST**

All Members present are reminded to declare, at this point in the meeting or as soon as possible thereafter, any personal (including financial) or prejudicial interest in any item(s) being considered at this meeting.

- 5. MINUTES**

(i) To approve the Minutes of the meeting of the Policy Overview and Scrutiny Committee held on 11 October 2006 (attached)

(ii) To approve the Minutes of the of the Services Overview and Scrutiny Committee held on 15 November 2006 (attached)

- 6. TERMS OF REFERENCE**

To receive and approve the terms of reference for the Committee (attached)

- 7. ANY OTHER BUSINESS**

- 8. DATE OF FUTURE MEETINGS**

To consider and agree dates of meetings for the remainder of the Municipal Year.

**A MEETING OF THE SERVICES OVERVIEW AND SCRUTINY
COMMITTEE**

WAS HELD ON 15 NOVEMBER 2006

Councillors Allen (P), Carr (P), Clinton (P), Davis, Edgar (P), Kimber (P), Mrs Mudie (P), Redrup, Train (P) and Ward

It was reported that, in accordance with Standing Orders, notice had been received that Councillor Burgess would replace Councillor Ward for this meeting.

10. APOLOGIES

Apologies for inability to attend the meeting were received on behalf of Councillors Davis, Redrup and Ward.

11. DECLARATIONS OF INTEREST

There were no declarations of interest.

12. MINUTES

RESOLVED: That the Minutes of the meetings held on 1 June 2006 be approved and signed by the Chairman as a true and correct record.

13. REQUESTS FOR SCRUTINY

It was reported that the Borough Solicitor had not received any requests for matters to be scrutinized.

**14. WORK PROGRAMMES OF THE POLICY AND SERVICES
OVERVIEW AND SCRUTINY COMMITTEES**

Members considered a briefing note outlining a proposal for recommendation to Council that the Policy and Services Overview and Scrutiny Committees be merged to form one committee. The Policy Overview and Scrutiny Committee had considered this matter at its meeting on 11 October 2006 and Members were of the view that the combined workload of the individual overview and scrutiny committees was of a volume that could be undertaken by a single committee but that the Services Overview and Scrutiny Committee should also have the opportunity of considering this proposal.

Members were advised that, due to illness, the Borough Solicitor had been unable to draft Terms of Reference for the proposed single Scrutiny Committee but that this information would be available for the Council meeting scheduled for 29 November 2006 should the Committee approve the proposal.

Services Overview and Scrutiny Committee
15 November 2006

The Chairman asked for the Committee's views on the number of Members they considered would be suitable to undertake the workload of a single Scrutiny Committee and Members were of the opinion that 12 – 15 Members would be a suitable number.

RESOLVED: That the Borough Solicitor be requested to recommend to Council that scrutiny matters be undertaken by only one overview and scrutiny committee and that the Constitution be amended accordingly.

15 DEVELOPMENT OF A WORK PROGRAMME

Members considered the future of the Anti Social Behaviour Working Group and the Void Properties Working Group.

Whilst acknowledging that the Housing Department carried out its own scrutiny of anti social behaviour relating to Council housing stock and the Anti Social Behaviour Co-ordinator dealt with instances of anti social behaviour throughout the Borough, Members were also keen to pursue the scrutiny of monitoring the Council policy on combating anti social behaviour in Gosport.

It was reported that a report on the turnaround of void properties in the Borough had been taken to the Housing Board. The turnaround time of 35 days quoted in the report had since been improved upon. However, Members were of the opinion that scrutiny of the process for dealing with void properties would be a useful area of work for consideration by the new Scrutiny Committee.

Members considered it would be beneficial to the people of Gosport if the Primary Care Trust was invited to answer questions on the provision of health care to the Borough, specifically:-

- the future of Haslar Hospital;
- planning permissions for the expansion of the War Memorial Hospital;
- the provision of care to the elderly, the number of whom residing in the Borough was predicted to rise considerably with the next ten years.

The provision of clean water and the treatment of waste water was also a matter on which Members felt clarity should be sought from the relevant companies.

RESOLVED: That the Services Overview and Scrutiny Committee recommend that the proposed single Scrutiny Committee (as referred to in Minute 14 above) give consideration to the following items:-

- i. Anti Social Behaviour
- ii. Turnaround of Void Properties in the Borough
- iii. Hampshire Primary Care Trust
- iv. The provision and treatment of water in the Borough

16 SOUTH EAST EMPLOYERS ELECTED MEMBERS NETWORK

The Chairman advised Members that he had recently attended a meeting of the above group in Guildford. He had brought back some training material of value to Members involved in the scrutiny process and he proposed that a training programme for the new Scrutiny Committee should be arranged.

The meeting commenced at 6.00pm and concluded at 6.30pm

CHAIRMAN

**A MEETING OF THE POLICY OVERVIEW AND SCRUTINY COMMITTEE
WAS HELD ON 11 OCTOBER 2006**

Councillors Mrs Champion (P), Mrs Cully (P), Farr (P), Dickson (P), Foster (P), Hicks (P), Jacobs (P), Philpott (P), Redrup and Mrs Salter (P).

18 APOLOGY

An apology for inability to attend the meeting was received on behalf of Councillor Redrup.

19 DECLARATIONS OF INTEREST

There were no declarations of interest.

20 MINUTES

RESOLVED: That the Minutes of the meeting of the Committee held on 10 August 2006 be approved and signed by the Chairman as a true and correct record.

21 COMMUNITY STRATEGY – REVIEW AND UPDATE

A presentation was received from Julie Petty, the Head of Corporate Policy and Performance, which provided the Committee with details of the review and update of the Community Strategy.

Members were advised that the strategy was a statutory requirement and a policy framework document owned by the Local Strategic Partnership, a body made up of the police, Primary Care Trust, the Ministry of Defence, community and voluntary groups and Gosport Borough Council.

Government guidance was available for such strategies and a Government White paper was due to be published in Autumn 2006. The aim of the strategy was to identify and achieve clear, measurable outcomes.

The first Community Strategy had been established following the Local Government Act 2000 and looked at ways to improve quality of life for residents, agree priorities, co-ordinate services and plans and find new ways of working with other organisations. The first Local Strategic Partnership had been set up in 2002.

The future Community Strategy would be designed to be sustainable and would set out an agreed vision and priorities. It would be evidence based, involve consultation with the public, result in an action plan with outcomes and link to the Local Development Framework.

The new Community Strategy would encompass the following improvements:

- A strong evidence base
- A vision for Gosport
- A focused action plan
- Community actions

- Performance management

The process of drawing up the new Community Strategy included joining up with the Local Development Framework and involved gathering an evidence base, consulting with the community on key issues and producing the Community Strategy (vision and action plan) and in parallel with the Local Development Framework.

Gathering the evidence base involved the use of statistics, performance indicators and survey data covering the health services, police and Gosport Borough Council. The Council's statutory General Survey was currently being issued to approximately 3,000 randomly selected addresses from which approximately 1,000 responses were expected. These responses regarding quality of life issues would be used to inform the Vision Fair Consultation Events. A summary of the baseline data and consultation feedback would be used for the Vision and the Local Development Framework

Consultation with the community would take the form of Local Strategic Partnership vision fair events which would take place at the Town Hall or in the Council caravan together with the distribution of leaflets, on-line information and "take away" packs. The first event was planned for 2 December 2006.

Use would be made of voting boards. These would help identify top priorities, for example for community safety, transport and health.

From the information gathered the Vision and Action Plan would be produced. It was anticipated that the new document would be completed in early 2007.

Members generally felt that the concept of the Community Strategy was good and it was hoped that some positive impact would be made as a result of it although some doubts were expressed as to whether anything would be achieved through it. Members were advised that the process provided an opportunity to engage with the community and it was hoped that the strategy would identify three or four proposals which could be achieved over the next eighteen months.

The Head of Corporate Policy and Performance was thanked for her presentation.

RESOLVED: That the review and update be noted as part of scrutinising the Community Strategy.

22 REVIEW OF PROGRAMME OF SCRUTINY BEING UNDERTAKEN

Tourism and Marketing

Juliet Scott of Tourism South East was introduced to the Committee.

The Committee considered a report of the Leisure and Cultural Services Manager, which advised on the progress made in tourism and marketing promotion since February 2006.

The Leisure and Cultural Services Manager circulated a document entitled "Tourism – A Way Forward" which had been produced on behalf of the Tourist Forum comprising those bodies active in tourism in Gosport, including providers of accommodation and attractions. The good practice of the Forum had been recognised within the tourist industry.

It was explained that Gosport Borough Council did not take the lead role in the Forum but supported and serviced it.

Through the document the organisations were able to demonstrate good management and planning and therefore the ability to attract finance. It further demonstrated partnership working and that other groups were given responsibility to take decisions and have control over their own destinies.

Juliet Scott advised the Committee that she had attended the Annual General Meeting of Tourism South East and reported on two potentially useful ideas:

- a) To give recognition to famous local people e.g. by having their handprints set in concrete in the Hollywood style or in a similar fashion to the “stars” in Brighton. It would be necessary to identify 10 or 12 famous people from Gosport and the exhibit could be opened by a celebrity; and
- b) The introduction of a Gosport Historic Town Trail including the history and origin of the street names

Lynda Dine, the Head of Economic Prosperity, made a presentation to the Committee regarding the 2006 Visitor Survey. The survey looked at the whole image of Gosport with the intention of feeding the information obtained into planning for tourism and regeneration and encouraging businesses to improve economic prosperity in the town. The total number of people surveyed was 217 of which 196 were non-residents of the Borough.

The survey covered the following areas:

- Method of transport
- Purpose of visit for non-Gosport residents
- How visitors found out about Gosport
- Places visited
- Activities participated in
- Impressions of Gosport
- Average amount of money spent during visit (non-Gosport residents)

It was noted that international visitors were mainly staying in hotels or guest houses, which was an indicator of the success of the hotel and bed and breakfast websites.

A copy of the survey results would be sent to members of the Committee.

The Leisure and Cultural Services Manager advised that Committee that a Lee-on-the – Solent Trail leaflet had been produced jointly by Gosport Borough and Hampshire County Councils.

There were many visitors for jet skiing and the water activities leaflet was being updated.

Juliet Scott drew the Committee's attention to five Trade Fairs and Exhibitions that would be taking place on dates between November 2006 and March 2007. They would be held in partnership with a group of attraction providers.

The followings views were expressed:

- over a period of time the Alver Valley would have to be promoted
- it was pleasing that the views expressed at the February 2006 meeting of the Committee were being responded to
- if tourists were to be attracted to the town, appropriate facilities would have to be provided
- tours of historic buildings and historic walking tours could be introduced
- a leaflet similar to that of the Lee-on-the-Solent Trail could be produced for Gosport or there could be a family of trails.

The Chief Executive advised that he had spoken with the Council's conservation officers regarding the possibility of an organised circular walk from Gosport Ferry to Priddy's Hard via St George's Barracks and Clarence Yard. This could be ideal for visitors alighting from the ferry.

The Leisure and Cultural Services Manager presented a demonstration of the Council's new Tourism Website which was being developed and was nearing completion. The areas covered were:

The welcome page was to be translated initially into French and Spanish with the possibility of translation into further languages at a later date. The cost per translation was estimated at £200.

The new website was considered to be a considerable improvement on the old one.

Juliet Scott was thanked for attending the meeting.

RESOLVED: That the update on Tourism and Marketing be noted and that this matter be included as a standing item on the Committee's agenda to receive future updates.

23 CONSIDERATION OF REQUESTS FOR SCRUTINY

It was reported that the Borough Solicitor had not received any requests for matters to be scrutinised.

24 MATTERS CONSIDERED BY THE POLICY AND SERVICES OVERVIEW AND SCRUTINY COMMITTEES SINCE 2003/04

Consideration was given to a briefing note from the Borough Solicitor which provided details of the scrutiny matters undertaken by each of the two overview and scrutiny committees, together with the number of meetings held, since July 2003.

Members took the view that the combined workload of the individual overview and scrutiny committees was of a volume that could be undertaken by a single committee. This would also address the problem of unclear demarcation lines regarding the responsibilities of the existing two committees.

However, it was felt that the Services Overview and Scrutiny Committee should have the opportunity to consider this proposal before requesting the Policy and Organisation Board to consider any changes to the Council's constitution.

RESOLVED: That:

- a) the information received by this Committee in respect of the work undertaken by the two overview and scrutiny committees since July 2003 be referred to the Services Overview and Scrutiny for consideration; and
- b) this Committee recommends that scrutiny matters be undertaken by only one overview and scrutiny committee and that, subject to the outcome of a) above, a report be submitted to the Policy and Organisation Board for consideration.

25 WORK PROGRAMME

The Committee reviewed the development of its work programme

- a) Tourism and Marketing Working Group (whole Committee): standing agenda item to receive updates
- b) Waterfront Zoning Working Group (Councillors Mrs Cully, Hicks and Philpott): meeting date to be arranged
- c) Car Parking: a discussion ensued on whether car parking should be scrutinised and it was felt that this matter could be further considered at a future meeting.

26 ANY OTHER BUSINESS

There was no further business.

The meeting commenced at 6.00 pm and concluded at 7.58 pm

CHAIRMAN

OVERVIEW AND SCRUTINY COMMITTEE

Terms of Reference

- 1 To assist the Council in the development of its Budget, Policy Framework and other policies by in-depth analysis of policy issues including:-
 - conducting research of community and other consultation in the analysis of policy issues and possible options
 - consideration and implementation of mechanisms to encourage and enhance the community participation in the development of policy options
 - consideration of matters affecting the area or inhabitants

and to report and make recommendations on such matters as appropriate to Council, Boards and Sub-Boards.
2. To carry out the scrutiny function with regard to the matters listed as in 1 above and the discharge by the Council of any of its functions including:-
 - decisions made or actions taken by the Boards, Sub-Boards and officers of the Council
 - the performance of the Council
 - Best Value reviews
3. To monitor and scrutinise the operation of the Constitution to ensure that the aims and principles of the Constitution are given full effect. To report any findings and make any recommendations to the Council for alteration of the Constitution.
4. To monitor and scrutinise the workings of the Overview and Scrutiny Committee and the relationship between the Overview and Scrutiny Committee and the Service Boards. To make any necessary recommendations on such matters to the Council.
5. Liaise with external organisations operating in the area, whether national, regional, or local, to ensure that the interests of the people are enhanced by collaborative working.
6. Review and scrutinise the performance of other public bodies in the area and invite reports by them by requesting them to address the Overview and Scrutiny Committee and local people about their activities and performance.
7. Question Members of Boards, Sub-Boards and Officers of the Council about their views on the issues and proposals affecting the area.
8. Question and gather evidence (from any person).