

# Notice of Overview and Scrutiny Board



Date: Monday, 16 March 2020 at 2.00 pm

Venue: Council Chamber, Civic Offices, Bridge Street, Christchurch BH23 1AZ

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## Membership:

### Chairman:

Cllr P Broadhead

### Vice Chairman:

Cllr M Haines

Cllr M Anderson

Cllr S Bartlett

Cllr M F Brooke

Cllr M Earl

Cllr G Farquhar

Cllr L Fear

Cllr M Greene

Cllr N Greene

Cllr M Iyengar

Cllr R Lawton

Cllr R Maidment

Cllr P Miles

Cllr C Rigby

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All Members of the Overview and Scrutiny Board are summoned to attend this meeting to consider the items of business set out on the agenda below.

The press and public are welcome to attend.

If you would like any further information on the items to be considered at the meeting please contact: Claire Johnston - 01202 454627 or email [claire.johnston@bcpcouncil.gov.uk](mailto:claire.johnston@bcpcouncil.gov.uk)

Press enquiries should be directed to the Press Office: Tel: 01202 454668 or email [press.office@bcpcouncil.gov.uk](mailto:press.office@bcpcouncil.gov.uk)

This notice and all the papers mentioned within it are available at [democracy.bcpCouncil.gov.uk](http://democracy.bcpCouncil.gov.uk)

GRAHAM FARRANT  
CHIEF EXECUTIVE

6 March 2020



Available online and  
on the Mod.gov app



## Maintaining and promoting high standards of conduct

### Declaring interests at meetings

Familiarise yourself with the Councillor Code of Conduct which can be found in Part 6 of the Council's Constitution.

Before the meeting, read the agenda and reports to see if the matters to be discussed at the meeting concern your interests

Do any matters being discussed at the meeting relate to your registered interests?

Disclosable Pecuniary Interest

Yes

Declare the nature of the interest

Do NOT participate in the item at the meeting. Do NOT speak or vote on the item EXCEPT where you hold a dispensation

You are advised to leave the room during the debate

Local Interest

Yes

Declare the nature of the interest

Applying the bias and pre-determination tests means you may need to refrain from speaking and voting

You may also need to leave the meeting. Please seek advice from the Monitoring Officer

No

Do you have a personal interest in the matter?

Yes

Consider the bias and pre-determination tests

You may need to refrain from speaking & voting

You may also need to leave the meeting. Please seek advice

No

You can take part in the meeting speak and vote

What are the principles of bias and pre-determination and how do they affect my participation in the meeting?

Bias and predetermination are common law concepts. If they affect you, your participation in the meeting may call into question the decision arrived at on the item.

#### Bias Test

In all the circumstances, would it lead a fair minded and informed observer to conclude that there was a real possibility or a real danger that the decision maker was biased?

#### Predetermination Test

At the time of making the decision, did the decision maker have a closed mind?

If a councillor appears to be biased or to have predetermined their decision, they must NOT participate in the meeting.

For more information or advice please contact the Monitoring Officer  
([tanya.coulter@bcpcouncil.gov.uk](mailto:tanya.coulter@bcpcouncil.gov.uk))

### Selflessness

Councillors should act solely in terms of the public interest

### Integrity

Councillors must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships

### Objectivity

Councillors must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias

### Accountability

Councillors are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this

### Openness

Councillors should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing

### Honesty & Integrity

Councillors should act with honesty and integrity and should not place themselves in situations where their honesty and integrity may be questioned

### Leadership

Councillors should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs

# AGENDA

Items to be considered while the meeting is open to the public

## 1. **Apologies**

To receive any apologies for absence from Members.

## 2. **Substitute Members**

To receive information on any changes in the membership of the Committee.

Note – When a member of a Committee is unable to attend a meeting of a Committee or Sub-Committee, the relevant Political Group Leader (or their nominated representative) may, by notice to the Monitoring Officer (or their nominated representative) prior to the meeting, appoint a substitute member from within the same Political Group. The contact details on the front of this agenda should be used for notifications.

## 3. **Declarations of Interests**

Councillors are requested to declare any interests on items included in this agenda. Please refer to the workflow on the preceding page for guidance.

Declarations received will be reported at the meeting.

## 4. **Action Sheet**

To note and comment on the Board's Action sheet as required.

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## 5. **Public Speaking**

To receive any public questions, statements or petitions submitted in accordance with the Constitution. Further information on the requirements for submitting these is available to view at the following link:-

<https://democracy.bcpccouncil.gov.uk/documents/s2305/Public%20Items%20-%20Meeting%20Procedure%20Rules.pdf>

The deadline for the submission of public questions is Monday 9 March 2020

The deadline for the submission of a statement is 12.00 noon, Friday 13 March 2020.

The deadline for the submission of a petition is 12.00 noon, Friday 13 March 2020.

## 6. **Chairman's Update**

For the Board to consider any issues raised by the Chairman which are not dealt with elsewhere on the agenda.

## 7. **Forward Plan**

To consider and amend the Board's Forward Plan as appropriate and to consider the published Cabinet Forward Plan.

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## **8. Scrutiny of Environment Related Cabinet Reports**

To consider the following environment related report scheduled for Cabinet consideration on 18 March:

- Kerbside Recycling Collection Service (Bournemouth)

The O&S Board is asked to scrutinise the reports and make recommendations to Cabinet as appropriate.

Cabinet member invited to attend for this item: Councillor Felicity Rice, Portfolio Holder for Environment and Climate Change.

The Cabinet report will be published on Tuesday 10 March and available to view at the following link:

<https://democracy.bcpCouncil.gov.uk/ieListDocuments.aspx?CId=285&MId=3727&Ver=4>

## **9. Scrutiny of Transport and Infrastructure related Cabinet Reports**

To consider the following transport and infrastructure related reports scheduled for Cabinet consideration on 18 March 2020:

- BCP Council Parking Charges Harmonisation
- Street Works Permitting Scheme

The O&S Board is asked to scrutinise the reports and make recommendations to Cabinet as appropriate.

Cabinet member invited to attend for this item: Councillor Andy Hadley, Portfolio Holder for Transport and Infrastructure.

The Cabinet report will be published on Tuesday 10 March and available to view at the following link:

<https://democracy.bcpCouncil.gov.uk/ieListDocuments.aspx?CId=285&MId=3727&Ver=4>

## **10. Scrutiny of Planning Related Cabinet Reports**

To consider the following planning related reports scheduled for Cabinet consideration on 18 March 2020:

- Heathlands SPD

The O&S Board is asked to scrutinise the reports and make recommendations to Cabinet as appropriate.

Cabinet member invited to attend for this item: Councillor Margaret Phipps, Portfolio Holder for Strategic Planning.

The Cabinet report will be published on Tuesday 10 March 2020 and available to view at the following link:

a) **Future Meeting Dates 2019/20**

To note the following future meeting dates and locations for the 2019/20 municipal year:

20 April 2020, venue TBC

b) **Future Meeting Dates 2020/21**

To consider the following meeting dates for the 2020/21 municipal year:

- 18 May 2020 - Christchurch
- 22 June 2020 - Bournemouth
- 20 July 2020 - Christchurch
- 24 August 2020 - Poole
- 21 September 2020 - Bournemouth
- 19 October 2020 - Christchurch
- 16 November 2020 - Poole
- 7 December 2020 - Bournemouth
- 4 January 2021 - Christchurch
- 1 February 2021 - Poole
- 1 March 2021 - Bournemouth
- 1 April 2021 - Christchurch

Venues to be confirmed.

No other items of business can be considered unless the Chairman decides the matter is urgent for reasons that must be specified and recorded in the Minutes.

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## ACTION SHEET – BOURNEMOUTH, CHRISTCHURCH AND POOLE OVERVIEW AND SCRUTINY BOARD

Minute number	Item	Action* *Items remain until action completed.	Benefit	Outcome
Actions arising from Board meeting: 4 October 2019				
45	Scrutiny of Corporate related Cabinet reports	Corporate Strategy: The leader undertook to recommend regular refresh of strategy when she presents the report at the Cabinet meeting  Action: Response to be received	To provide a comprehensive response to the queries raised by the Board.	Not recorded within the Cabinet minutes
		Equality & Diversity Strategy: Clarity was sought in the terminology used in Paragraph 6.5, as the phrases 'which are evidenced' or 'may be disadvantaged' could be interpreted differently. The Leader acknowledged the importance of getting the language right and agreed to discuss this with officers and report back to the Board.  Action: Response to be received	To enable O&S views to be taken into account by Cabinet when making decisions.	
Actions Arising from Board Meeting: 13 January 2020 – 6.00pm				
	Forward Plan	The Audit & Governance Committee be recommended to ensure that the key principle of engaging the public through Overview and Scrutiny, as outlined in the Constitution, can continue to be met; that public questions may be received by the O&S Board and O&S Committees on any issue within the remit of that O&S body are not restricted to items already listed on the agenda for that meeting.'  <b>Actioned: Reported to the Audit and Governance Committee on 23 January – response TBD</b>	To enable O&S Board's views to be taken into consideration by the Audit and Governance Committee when it considers this issue.	

Minute number	Item	Action* *Items remain until action completed.	Benefit	Outcome
	<b>Scrutiny of Corporate Related Cabinet Reports - Smart Places Programme</b>	<p>The Board agreed that the O&amp;S Board Chairman would write a letter of support to the LEP on behalf of the O&amp;S Board outlining its support for the Smart Places Programme.</p> <p><b>Actioned: Letter sent to the LEP 04/03/2020</b></p>		
<b>Actions Arising from Board Meeting: 10 February 2020 – 2.00pm</b>				
	<b>Chairman's Update</b>	<p>Meeting venues – the Board agreed to circulate between venues as appropriate taking account of likely public interest in items on the agenda, and otherwise meet in Bournemouth as the more central location.</p> <p>Carter Expansion Project Update – the Board noted that this item recorded on the Cabinet Forward Plan was not selected for scrutiny but had a financial element within it. The Board agreed:</p> <ol style="list-style-type: none"> <li>1. To recommend that the Children's O&amp;S Committee should maintain an overview of this matter;</li> <li>2. That Councillors Mike Brooke and Nicola Greene be agreed by the Board as members who will maintain an informal overview of this matter in relation to the financial aspects of the project, and to report back to the O&amp;S Board as required.</li> </ol> <p>Action: TBC</p>	<p>To ensure the Committee venue is, if necessary, appropriate to the Agenda.</p> <p>To enable continued overview and scrutiny during this project and if felt necessary, a report back to O&amp;S Board.</p>	
	<b>Community Infrastructure Levy</b>	The Overview and Scrutiny Board resolved that Cabinet be recommended to amend recommendation 'd' of the report to the following:	To enable O&S views to be taken into account by Cabinet	Not adopted by Cabinet.



Minute number	Item	Action* *Items remain until action completed.	Benefit	Outcome
		<p>'Recognising the opportunity for wards to pool resources if they wish to, to agree that option 1 as set out in this report will be introduced and replace the legacy CIL Neighbourhood Portion arrangements in Bournemouth and Poole on 1<sup>st</sup> October 2020. The legacy arrangements will remain in place until they are superseded on 1<sup>st</sup> October 2020'</p> <p><b>Actioned: Recommendation reported to Cabinet at its meeting on 12 February 2020</b></p>	when making decisions.	Note: Cabinet gave further consideration to the forming of the CIL arrangements – see Cabinet minutes of 12 February 2020.
<b>Actions Arising from Board Meeting: 10 February 2020 – 6.00pm</b>				
	<b>Forward Plan</b>	<p>Agreed the following items should be scrutinised in March (based on the 22/01/20 refresh of the Cabinet Forward Plan):</p> <ul style="list-style-type: none"> <li>• Arts and Cultural Development in Bournemouth</li> <li>• Seascope Group Limited 5 Year Strategic Plan (2020-25)</li> <li>• Bereavement Services Business Plan – Phase 1</li> <li>• Options Appraisal for the delivery of Revenue and Benefits Services (moving to 2021)</li> <li>• Wessex Fields Site Development Strategy</li> <li>• Street Works Permitting Scheme</li> <li>• Heathlands SPD</li> <li>• Unauthorised encampments policy and practice</li> <li>• Capital investment strategy (non-treasury) 2020 – 2025</li> </ul>	To plan the O&S Board Forward Plan based on items going to Cabinet	

Minute number	Item	Action* *Items remain until action completed.	Benefit	Outcome
		Agreed that any further changes to the list of items for March as a result of further changes to the Cabinet Forward Plan would be discussed between Chair and Vice Chair and circulated to the Board by email for further comment.  <b>Actioned: Forward Plan updated</b>		
	<b>Organisational Development – Estates and Accommodation Strategy</b>	No formal recommendation. Advisory – the O&S Board agreed to establish a working group on the Organisational Development – Estates and Accommodation Strategy.  <b>Actioned: passed as an advisory to Cabinet</b>	To enable a working group to consider the Strategy in more detail	No action required by Cabinet.
	<b>Housing Revenue Account (HRA) Budget Setting 2020/21</b>	No formal recommendation. Advisory – concerns were raised by some O&S Board members regarding recommendation '2x' and paragraph 62 of the Cabinet report and the detail relating to the total of £2million to be contributed from HRA funds towards BCP Council's transformation programme. Members asked about the benefit that this would bring for residents and the associated governance for this contribution. Officers undertook to provide further information to Cabinet to accompany this element of the report.  <b>Actioned: passed as an advisory to Cabinet</b>	Advisory provided	No action required by Cabinet.
	<b>2020/21 Budget and Medium Term Financial Plan (MTFP)</b>	The Overview and Scrutiny Board resolved that Cabinet be recommended to request that the Leader write to the Minister for Education to express councillors' concerns over the funding formula applied to BCP giving rise to	To enable O&S views to be taken into account by Cabinet when making decisions.	Recommendation accepted. The Leader confirmed she would write to

Minute number	Item	Action* *Items remain until action completed.	Benefit	Outcome
		<p>the pressure on the Dedicated Schools Grant and the growing deficit to the High Needs Block.</p> <p><b>Actioned: Recommendation reported to Cabinet at its meeting on 12 February 2020</b></p>		the Secretary of State for Education.

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## Forward Plan – BCP Overview and Scrutiny Board

Updated 04.03.20

	Subject and background	Anticipated benefits and value to be added by O&S engagement	How will the scrutiny be done?	Lead Officer / Cabinet Portfolio Holder
<b>Meeting Date – 16 March 2020 (2.00pm and 6.00pm meetings)</b>				
1.	<b>Scrutiny of Cabinet Items</b> Specific items will be determined dependent upon the Cabinet Forward Plan. Items currently identified for further scrutiny are as follows: <ul style="list-style-type: none"> <li>• Unauthorised encampments policy and practice</li> <li>• Kerbside Recycling Collection Service (Bournemouth)</li> <li>• BCP Council Parking Charges Harmonisation</li> <li>• Street Works Permitting Scheme</li> <li>• Heathlands SPD</li> <li>• Wessex Fields Site Development Strategy</li> <li>• Arts and Cultural Development in Bournemouth</li> <li>• Capital investment strategy (non-treasury) 2020 – 2025</li> <li>• Developing a harmonised approach to tackling street based antisocial behaviour</li> </ul>	To enable the Board to consider proposed Cabinet decisions and to make recommendations to Cabinet as appropriate.	Scrutiny of Cabinet reports and invitations to Cabinet Portfolio Holders to respond to questions.	Cllr Andy Hadley, Transport Cllr Lewis Allison, Cllr Felicity Rice, Environment and Climate Change; Cllr Mark Howell, Cllr David Brown, Finance; Cllr Margaret Phipps, Strategic Planning.
<b>Meeting Date – 20 April 2020 (2.00pm and 6.00pm meetings)</b>				
2.	<b>Scrutiny of Cabinet Items</b> Specific items will be determined dependent upon the Cabinet Forward Plan.	To enable the Board to consider proposed Cabinet decisions and to make recommendations to Cabinet as appropriate.	Scrutiny of Cabinet reports and invitations to Cabinet Portfolio Holders to respond to questions.	TBC dependent upon items

	Subject and background	Anticipated benefits and value to be added by O&S engagement	How will the scrutiny be done?	Lead Officer / Cabinet Portfolio Holder
<b>Meeting Date – 18 May 2020 (2.00pm and 6.00pm meetings)</b>				
<b>3.</b>	<b>Scrutiny of Cabinet Items</b> Specific items will be determined dependent upon the Cabinet Forward Plan.	To enable the Board to consider proposed Cabinet decisions and to make recommendations to Cabinet as appropriate.	Scrutiny of Cabinet reports and invitations to Cabinet Portfolio Holders to respond to questions.	TBC dependent upon items
<b>Meeting Date – 22 June 2020 (2.00pm and 6.00pm meetings)</b>				
<b>4.</b>	<b>BCP Community Safety Partnership Report 2020/21</b> O&S Board has the statutory responsibility for this area of scrutiny. The report will focus on the CSP Delivery Plan for the forthcoming year and will also highlight key achievement in the past year.	To enable the Board to consider the plan for the forthcoming year and make recommendations as appropriate and to undertake the statutory scrutiny role.	Separate report to the O&S Board	Andy Williams, Head of Safer Communities, Cllr Lewis Allison
<b>5.</b>	<b>Scrutiny of Cabinet Items</b> Specific items will be determined dependent upon the Cabinet Forward Plan.	To enable the Board to consider proposed Cabinet decisions and to make recommendations to Cabinet as appropriate.	Scrutiny of Cabinet reports and invitations to Cabinet Portfolio Holders to respond to questions.	TBC dependent upon items
<b>Commissioned Work</b> Work commissioned by the Board (for example task and finish groups and working groups) is listed below: Note – to provide sufficient resource for effective scrutiny, one item of commissioned work will run at a time. Further commissioned work can commence upon completion of previous work.				
<b>6.</b>	<b>Working Group – Organisational Development and Estates and Accommodation Strategy</b>	1. To give opportunity for a 'deep dive' into the estates strategy in order to understand the evidence base, methodology and rationale behind the decision;	Working Group	Julian Osgathorpe / Cllr Vikki Slade, Leader of the Council

	<b>Subject and background</b>	<b>Anticipated benefits and value to be added by O&amp;S engagement</b>	<b>How will the scrutiny be done?</b>	<b>Lead Officer / Cabinet Portfolio Holder</b>
	At its meeting of 6pm on 10 February 2020, the Overview and Scrutiny Board scrutinised a Cabinet report which outlined options and a recommendation for a Council hub at the Town Hall. The Board felt that further understanding of the evidence base and methodology was required and agreed to establish a working group.	2. To understand the detail behind the proposed next steps for this work; 3. To understand how O&S may helpfully engage in this work going forward in order to add value to the related decisions and outcomes.		
<b>Items to be programmed</b> The following items have been identified by the Overview and Scrutiny Board as requiring further scrutiny. Dates are TBC.				
	<b>Pokedown Station Lifts</b> The Board considered this issue in July 2019 and agreed to monitor the progress and scrutinise further as required.	To allow the Board to retain an oversight of the issue and respond to any arising issues.	TBC	Councillor Andy Hadley, Portfolio Holder for Transport and Infrastructure
8.	<b>Pay and Reward Strategy</b> The Board considered this issue prior to a Cabinet decision in September 2019. The Board requested that they have an opportunity for further scrutiny prior to Cabinet agreeing the final Strategy.	To enable the Board to test, challenge and contribute to the development of the Strategy.	Scrutiny of Cabinet report and invitation to Cabinet Portfolio Holder to respond to questions.	Councillor Vikki Slade, Leader of the Council/ Matti Raudsepp, Director of Organisational Development.
9.	<b>Lansdowne Digital Pilot</b> The Board requested, at its meeting in November 2019, that the findings of the continuous monitoring for the Lansdowne Pilot.	To enable the Board to maintain an oversight of the findings.	Chairman and Vice-Chairman to consider and determine the best method for O&S Board to monitor this.	Councillor Vikki Slade, Leader of the Council

	<b>Subject and background</b>	<b>Anticipated benefits and value to be added by O&amp;S engagement</b>	<b>How will the scrutiny be done?</b>	<b>Lead Officer / Cabinet Portfolio Holder</b>
<b>10.</b>	<b>Poole Town Centre Master Plan</b> At its meeting in December 2019 the Board requested to undertake further scrutiny of the Masterplan for Poole town centre prior to its further consultation	To enable the Board the opportunity to further scrutinise the detail of the Master Plan for Poole Town Centre regeneration in further detail once drawn up and prior to further consultation.	TBC	Councillor Mark Howell, Portfolio Holder for Regeneration and Culture
<b>11.</b>	<b>Acquisition and Compulsory Purchase Order (CPO) Strategy</b> At its meeting in December 2019 the Board requested to undertake further scrutiny of this strategy, which was referred to as part of the Poole Regeneration report.	To enable the Board to test, challenge and contribute to the development of this strategy prior to its final adoption.	TBC	Councillor Vikki Slade, Leader of the Council
<b>12.</b>	<b>Review of Leisure Centre Management</b> At its meeting in December 2019 the Board agreed to receive information from the consultants appointed to undertake the Leisure Services Review prior to	To enable the Board to have an early opportunity to contribute to the development of the Leisure Centre Review.	TBC	Councillor Lewis Allison, Portfolio Holder for Tourism, Leisure and Communities.
<b>13.</b>	<b>Green Credentials</b> An annual report on the Council's progress to assess our performance against targets in respect of climate change.	To enable the Board to retain oversight of the Council's performance against climate change targets and make regular recommendations as required.	Annual Report to O&S	Councillor Felicity Rice, Portfolio Holder for Environment and Climate Change