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Monitoring Officer
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Agenda

Name of Meeting	CORPORATE SCRUTINY COMMITTEE
Date	TUESDAY 7 MARCH 2023
Time	5.00 PM
Venue	COUNCIL CHAMBER, COUNTY HALL, ISLE OF WIGHT
Committee Members	Cllrs R Quigley (Chairman), C Quirk (Vice-Chairman), D Adams, W Drew, J Lever, M Lilley, J Medland, J Robertson and P Spink
Co-opted Members	Cameron Palin (IWALC) (Voting)
	Democratic Services Officer: Megan Tuckwell democratic.services@iow.gov.uk

1. **Apologies and Changes in Membership (If Any)**

To note any changes in membership of the Committee made in accordance with Part 4B paragraph 5 of the Constitution.

2. **Minutes** (Pages 5 - 8)

To confirm as a true record the Minutes of the meeting held on 7 February 2023.

3. **Declarations of Interest**

To invite Members to declare any interest they might have in the matters on the agenda.

4. **Public Question Time - 15 Minutes Maximum**

Members of the public are invited to make representations to the Committee regarding its workplan. Questions may be asked without notice, but to guarantee a full reply at the meeting a question must be put (including the name and address of the questioner) in writing or by email to Democratic Services at democratic.services@iow.gov.uk, no later than two clear working days before the start of the meeting. The deadline for written questions is Thursday, 2 March 2023.



Details of committee meetings can be viewed on the Council's [website](#). This information may be available in alternative formats on request. Please note the meeting will be recorded and the recording will be placed on the website (except any part of the meeting from which the press and public are excluded). Young people are welcome to attend Council meetings however be aware that the public gallery is not a supervised area.

5. **Progress Update** (Pages 9 - 12)

To receive an update on the progress against the outcomes arising from previous meetings, and to provide an update on any outstanding actions.

6. **Committee's Workplan:**

(a) Forward Plan (Pages 13 - 32)

To identify any items contained within the Council's forward plan which would benefit from early consideration by scrutiny, either before the Cabinet makes a decision or to monitor post-implementation, and should therefore be included in the Committee's work programme. The forward plan can be viewed online [here](#).

(b) Committee's Work Programme 2022-25 (Pages 33 - 42)

To note the content of the current work programme, and to consider the inclusion of any additional items. Members of the public are invited to submit in writing to the Committee possible items for inclusion in its workplan.

7. **Scrutiny Annual Report** (Pages 43 - 48)

To review the work of Scrutiny, and to make recommendations for improvements where appropriate.

8. **The Council's Policy Framework** (Pages 49 - 62)

To consider a report on the lines of enquiry agreed by the Committee at its meeting on 10 May 2022.

9. **Council Tax Premiums on Second Homes and Empty Properties** (Pages 63 - 74)

To consider the report prior to its presentation to Cabinet on 9 March 2023.

10. **Members' Question Time**

A question may be asked at the meeting without prior notice but in these circumstances there is no guarantee that a full reply will be given at the meeting. To guarantee a reply, a question must be submitted in writing or by email to democratic.services@iow.gov.uk no later than 5pm on Friday 3 March 2023.

CHRISTOPHER POTTER
Monitoring Officer
Monday, 27 February 2023

Interests

If there is a matter on this agenda which may relate to an interest you or your partner or spouse has or one you have disclosed in your register of interests, you must declare your interest before the matter is discussed or when your interest becomes apparent. If the matter relates to an interest in your register of pecuniary interests then you must take no part in its consideration and you must leave the room for that item. Should you wish to participate as a member of the public to express your views where public speaking is allowed under the Council's normal procedures, then you will need to seek a dispensation to do so. Dispensations are considered by the Monitoring Officer following the submission of a written request. Dispensations may take up to 2 weeks to be granted.

Members are reminded that it is a requirement of the Code of Conduct that they should also keep their written Register of Interests up to date. Any changes to the interests recorded on that form should be made as soon as reasonably practicable, and within 28 days of the change. A change would be necessary if, for example, your employment changes, you move house or acquire any new property or land.

If you require more guidance on the Code of Conduct or are unsure whether you need to record an interest on the written register you should take advice from the Monitoring Officer – Christopher Potter on (01983) 821000, email christopher.potter@iow.gov.uk, or Deputy Monitoring Officer - Justin Thorne on (01983) 821000, email justin.thorne@iow.gov.uk.

Notice of recording

Please note that all meetings that are open to the public and press may be filmed or recorded and/or commented on online by the council or any member of the public or press. However, this activity must not disrupt the meeting, and if it does you will be asked to stop and possibly to leave the meeting. This meeting may also be filmed for live and subsequent broadcast (except any part of the meeting from which the press and public are excluded).

If you wish to record, film or photograph the council meeting or if you believe that being filmed or recorded would pose a risk to the safety of you or others then please speak with the democratic services officer prior to that start of the meeting. Their contact details are on the agenda papers.

If the press and public are excluded for part of a meeting because confidential or exempt information is likely to be disclosed, there is no right to record that part of the meeting. All recording and filming equipment must be removed from the meeting room when the public and press are excluded.

If you require further information please see the council guide to reporting on council meetings which can be found at <http://www.iwight.com/documentlibrary/view/recording-of-proceedings-guidance-note>

All information that is recorded by the council is held in accordance with the Data Protection Act 2018. For further information please contact Democratic Services at democratic.services@iow.gov.uk

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Minutes

Name of meeting	CORPORATE SCRUTINY COMMITTEE
Date and Time	TUESDAY 7 FEBRUARY 2023 COMMENCING AT 5.00 PM
Venue	COUNCIL CHAMBER, COUNTY HALL, ISLE OF WIGHT
Present	Cllrs R Quigley (Chairman), C Quirk (Vice-Chairman), R Downer, W Drew, J Lever, M Lilley, J Robertson and P Spink
Co-opted	Cameron Palin (IWALC)
Also Present	Cllrs D Andre, J Bacon, C Jarman, J Jones-Evans, P Jordan, K Love and K Lucioni, G Brodie Christopher Ashman, Sharon Betts, Ashley Curzon, Laura Gaudion, Kerry Hubbleday, Christopher Potter, Colin Rowland and Chris Ward
Also Present (Virtual)	Stuart Ashley, Simon Bryant and Claire Shand
Apologies	Cllr J Medland

57 Apologies and Changes in Membership (If Any)

Cllr Rodney Downer was in attendance as a substitute for Cllr David Adams. Apologies were received from Cllr John Medland.

58 Minutes

RESOLVED:

THAT the minutes of the meeting held on 10 January 2023 be confirmed as a true record.

59 Declarations of Interest

No declarations were received at this stage.

60 Public Question Time - 15 Minutes Maximum

No public questions were received.

61 Progress Update

The chairman presented the report which provided an overview of the progress against actions and outcomes from previous meetings. Regarding the Disposal of Potential Housing Site(s) in East Cowes, the committee requested that the

previously-agreed written explanation into the rules around confidentiality be made available ahead of the publication of the agenda for the next meeting. It was requested that this information should detail the access to information for town, parish, and community councils. The committee requested a progress update on the arrangements for a training session on the call-in and delegated decisions processes and it was confirmed that this was underway. It was agreed that the request of the committee to view a copy of the Council's legal advice that was provided regarding the Tour of Britain would be followed up.

RESOLVED:

THAT the progress report be noted.

62 Committee's Workplan:

62a Forward Plan

62b Committee's Work Programme 2022-25

The committee were invited to identify any item contained within the published forward plan that would benefit from early consideration within the committee's own workplan or one of the policy and scrutiny committees. Consideration was given to the committee's work programme for 2022-25. Discussion took place regarding the merger between the Isle of Wight NHS Trust and Portsmouth Hospitals University NHS Trust, and it was suggested that a briefing be arranged (in conjunction with the Policy and Scrutiny Committee for Health and Social Care) for the committee to receive information around this process and what it meant for residents.

RESOLVED:

THAT the work programme be noted.

63 Budget Proposals 2023-24

The Cabinet Member for Strategic Finance, Transformational Change and Corporate Resources, and the Director of Finance and Section 151 Officer, presented the budget proposals for 2023-24. Questions were raised around the plan for implementing a reduced budget for the next financial year, and the committee sought assurance that the Cabinet were confident that income generation targets would be met (particularly for the Leisure and Wightcare services). Discussion took place regarding collaboration with town, parish and community councils, inflation pressure-points, future savings margins, financial assumptions, the delivery of statutory services, and government funding. Concerns were raised around the removal of funding and loss of the contract for the Stroke Association, and the Director of Adult Social Care and Housing Needs confirmed that a full equality impact assessment had been undertaken. It was agreed that future budget and performance monitoring would be ongoing by this committee and each of the policy and scrutiny committees.

RESOLVED:

THAT the budget proposals for 2023-24 be noted.

64 Asset Management/ Property Rationalisation

The Director of Regeneration presented the report which provided an update on the long-term strategy to reduce the number of buildings in the council's operational portfolio, to ensure effective service delivery and reduced running and maintenance costs. Comments were made in relation to the ongoing rationalisation of the property estate (particularly for office buildings), and whether the council had identified suitable assets for disposal or redevelopment for social housing purposes.

RESOLVED:

THAT the report be noted.

Following discussion, the committee adjourned for a 5-minute comfort break.

65 Quarterly Performance Report - Quarter 3 2022-23

The Cabinet Member for Strategic Finance, Transformational Change and Corporate Resources presented the report which sought to provide the Cabinet with a summary of progress against Corporate Plan activities and measures for Quarter 3 of 2022-23. It was confirmed that future performance reporting would include data sources for graphs. Comments were made in relation to budgeting, particularly with regards to funding (such as the progress with the funding bid for a new SEND school) and income generation (including the plans to ensure the continual growth for the Leisure and green waste collection services). Questions were raised with regards to the mini forest that had been secured in the council's name through a procurement exercise with the manufacturer of Nokia phones to offset carbon emissions, and it was agreed that details on this would be circulated to the committee.

RESOLVED:

THAT the report be noted.

66 Floating Bridge

The chairman provided a verbal update on the outcomes from the informal briefing held on 31 January 2023. Comments were made regarding the process leading up to the mediation, particularly the written record of the Leaders exercise of her statutory authority. Discussion took place regarding the Gateway 5 Review, comparative data, and the future of Floating Bridge.

RESOLVED:

THAT the report be noted.

67 Members' Question Time

No written questions were received.

Cllr Lilley asked an oral question in relation to the use of the ASDA grant, and the Cabinet Member for Strategic Finance, Transformational Change and Corporate Resources confirmed that this was absorbed into the council's general funds.

Cllr Lilley asked an oral question in relation to food insecurity on the Isle of Wight and the measures being taken by the council (and other stakeholders) to reduce poverty. The chairman advised that the item could be added to the committees workplan.

CHAIRMAN

Corporate Scrutiny Committee - Progress on Actions & Outcomes

Meeting Date	Agreed Action	Responsibility	Update	Actioned
Outstanding Actions				
12 July 2022	Provision of Affordable Housing A report be submitted to the Committee on the future structure of the Housing Team.	Chief Executive	Further request for the Chief Executive to provide a structure chart for the Housing Team was raised at 11 October 2022 committee meeting	
10 January 2023 Page 9	Forward Plan The committee requested a copy of the review of leisure centres once it has been completed.	Cabinet Member for Strategic Finance, Transformational Change and Corporate Resources	Update from 07 Feb meeting - Review still in progress	
	Call In Consideration be given to arranging a training session for scrutiny members in relation to the call in arrangements.	Scrutiny Officer	Internal discussions are taking place	
	Call In The Chairman of the Corporate Scrutiny committee requested the Monitoring Officer determine a suitable solution to help make Councillors aware of delegated decisions and therefore make the call in process easier.	Monitoring Officer	Internal discussions are taking place	
7 February 2023	Asset Management/ Property Rationalisation The heads of agreement in relation to the proposed disposal of Kingston Marine Park be circulated to the committee once they are signed.	Cabinet Member for Regeneration, Business Development and Tourism		

	QMPR Q3 Consideration be given by the Committee to including an item in its workplan dealing with Carbon Offsetting.	Scrutiny Officer	Item is currently being scoped	
	Cowes Floating Bridge The committee to determine the scope of the request to view the confidential delegated decision with the reasons for this and the outcome being sought together with the Councillors wishing to view the papers.	Chairman of the committee	Discussions are ongoing	
	Reduction of Child Poverty Consideration be given by the Committee to including an item in its workplan.	Scrutiny Officer	Item is currently being scoped	
Actions Completed (Since Last Meeting)				
10 January 2023 Page 10	Forward Plan Regarding the Disposal of potential housing site(s) in East Cowes the committee requested a written explanation into the rules around confidentiality to understand why there are different rules for Cabinet and Scrutiny and to put in place a clear policy for all committees to follow.	Monitoring Officer	Response from the Monitoring Officer has been circulated to the committee members	Feb-23
07 February 2023	QMPR Q3 The Cabinet Member for Strategic Finance, Transformational Change and Corporate Resources agreed to circulate a list of species of trees planted as part of the Council's programme and procurement exercise with HMD Global.	Cabinet Member for Strategic Finance, Transformational Change and Corporate Resources	Information has been circulated to the committee members	Feb-23
	Cancellation of Tour of Britain Request for a copy of the contract to be shared with the committee	Cabinet Member for Regeneration, Business Development and Tourism	Copy of the contract has been circulated	Feb-23

<p>IWNHS Trust and Portsmouth Hospitals University NHS Trust Group A briefing was requested with the relevant partners involving both this committee and the Policy and Scrutiny Committee for Health and Social Care.</p>	<p>Scrutiny Officer</p>	<p>An update on the grouping of the two Trusts was included within an informal health scrutiny meeting on 22 February 2023. An invitation was extended to members of Corporate scrutiny.</p>	<p>Feb-23</p>
<p>Monies from ASDA Details of the use of monies received in connection with the sale of Council land to Asda be circulated to the Committee.</p>	<p>Cabinet Member for Strategic Finance, Transformational Change and Corporate Resources</p>	<p>A response has been circulated to the committee members</p>	<p>Feb-23</p>
<p>Cowes Floating Bridge The costings of operating FB5 and FB6 be circulated to the committee when available</p>	<p>Director of Neighbourhoods</p>	<p>Information has been circulated to the committee members</p>	<p>Feb-23</p>

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Isle of Wight Council Forward Plan – February 2023 – Version 2 and (where relevant) Notice of Intention to Hold Part of Meeting in Private Session

The Forward Plan is a list of all matters that are due to be considered no earlier than 28 clear working days from the date of this notice by the appropriate Decision Making Body or individual including those deemed to be key decisions.

The plan also gives notice of which decisions (if any) that may be made in private with the exclusion of press and public where for example personal or commercially sensitive information is to be considered in accordance with the Local Authorities (Executive Arrangements)(Meetings and Access to Information(England) Regulations 2012.

A list of all Council Members can be found on the Council’s web site from this link

The Leader of the Council (also responsible for Strategic Oversight) is Cllr Lora Peacey-Wilcox.

Other members of the Cabinet are:

Deputy Leader and Cabinet Member for Digital Transformation, Housing, Homelessness and Poverty - Cllr Ian Stephens

Cabinet Member for Infrastructure, Highways PFI and Transport - Cllr Phil Jordan

Cabinet Member for Children's Services, Education and Lifelong Skills - Cllr Debbie Andre

Cabinet Member for Levelling-Up, Regeneration, Business Development and Tourism - Cllr Julie Jones-Evans

Cabinet Member for Adult Social Care and Public Health - Cllr Karl Love

Cabinet Member for Planning and Enforcement - Cllr Paul Fuller

Cabinet Member for Strategic Finance, Transformational Change and Corporate Resources – Cllr Chris Jarman

Cabinet Member for Climate Change, Environment, Heritage, Human Resources, Legal and Democratic Services - Cllr Jonathan Bacon

Cabinet Member for Community Protection, Regulatory Services and Waste – Cllr Karen Lucioni

* Please note that any items highlighted in yellow are changes or additions from the previous Forward Plan

Title and Summary of Proposed Decision	Decision Making Body and name of relevant Cabinet Member	Meeting Date/Proposed Publishing Date	Relevant documents submitted to decision maker to be considered*	Consultees (including town and parish councils) and Consultation Method	May report or part of report be dealt with in private? If so - why?
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Title and Summary of Proposed Decision	Decision Making Body and name of relevant Cabinet Member	Meeting Date/Proposed Publishing Date	Relevant documents submitted to decision maker to be considered*	Consultees (including town and parish councils) and Consultation Method	May report or part of report be dealt with in private? If so - why?
<p>Island Planning Strategy</p> <p>As the Draft IPS was not agreed on 5 October, Full Council is to specify its objections and to formally refer the matter back to the Cabinet.</p>	<p>Full Council</p> <p>Date 1st added: 17 March 2022</p>	<p>16 Nov 2022 DEFERRED</p>		<p>Internal and External Full public consultation</p>	<p>Open</p>
<p>To approve the terms of a new land hire agreement with IW Festival Ltd for the staging of the IW Festival at Seaclose Park.</p> <p>To approve the terms of a new land hire agreement for the staging of the IW Festival by the organiser for the period 2023 to 2028</p>	<p>Cabinet</p> <p>Cabinet Member for Strategic Finance, Transformational Change and Corporate Resources</p> <p>Date 1st added: 4 October 2022</p>	<p>9 Feb 2023</p>		<p>Local councillor</p>	<p>Part exempt Appendix summarising appraisal of approach to concluding terms as contains comparison with other sites that must remain commercial in confidence</p>

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<p>Quarterly Performance Monitoring Report Q3 2022-23</p> <p>To provide a summary of progress against Corporate Plan activities and measures for the period October to December 2022. To inform Cabinet of areas of particular success, issues requiring attention and remedial activity in place to deal with these. To provide a report on the financial position of the council for the same period</p>	<p>Cabinet</p> <p>Cabinet Member for Strategic Finance, Transformational Change and Corporate Resources Date 1st added: 2 November 2022</p>	<p>9 Feb 2023</p>			<p>Open</p>

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<p>Discretionary Rates Relief – Heat Network Rates Relief Scheme</p> <p>This is a Government led initiative for one year only to support eligible business ratepayers who provide thermal energy from a central source to customers via a network of pipes for the purpose of space heating, space cooling or domestic hot water. From 1 April 2023 Government intends for the relief to be provided via legislation and relief to be provided from that date onwards and the council to provide under discretionary relief provisions for the one-year period to assist eligible business rate payers as an incentive to reducing carbon emissions from heating.</p> <p>At the time of writing one business has been identified on the Island out of the 25 across England.</p>	<p>Cabinet</p> <p>Cabinet Member for Strategic Finance, Transformational Change and Corporate Resources</p> <p>Date 1st added: 2 November 2022</p>	<p>9 Feb 2023</p>			<p>Open</p>

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<p>Approval of 'Statement of Intent' for ECO4 Flexibility Scheme</p> <p>The Energy Company Obligation (ECO4) Scheme runs from 2022-26. It allows local authorities to apply a broader range of criteria to define fuel poor and vulnerable households that can benefit from ECO4 funding for energy efficiency improvements, known as ECO Flex. To participate in ECO Flex, local authorities must publish a 'Statement of Intent' (SOI) which specifies the criteria that will be used to define eligible households. This report will consider the SOI for the Isle of Wight Council to be used throughout ECO4.</p>	<p>Deputy Leader, Cabinet Member for Digital Transformation, Housing, Homelessness and Poverty</p> <p>Deputy Leader, Cabinet Member for Digital Transformation, Housing, Homelessness and Poverty</p> <p>Date 1st added: 2 November 2022</p>	<p>9 Feb 2023</p>	<p>Grant of Delegation by Leader</p>		<p>Open</p>
<p>Determination of School Admission Arrangements for 2024/25</p> <p>To decide the school admission arrangements for academic year 2024/25</p>	<p>Cabinet</p> <p>Cabinet Member for Children's Services, Education and Lifelong Skills</p> <p>Date 1st added: 8 December 2022</p>	<p>9 Feb 2023</p>			<p>Open</p>

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Budget and Council Tax Setting 2023-2024 and Future Years' Forecasts	Cabinet	9 Feb 2023		Separate exercise	Open
	Full Council	22 Feb 2023			
Budget and Council Tax Setting	Cabinet Member for Strategic Finance, Transformational Change and Corporate Resources Date 1 st added: 11 November 2022				
The Isle of Wight Council (Various Streets, Ventnor) (Traffic Regulation) Order No 1 2022	Cabinet	9 Feb 2023			Open
TRO proposal in Ventnor, as part of the District 5 TRO review.	Cabinet Member for Infrastructure, Highways PFI and Transport Date 1 st added: 20 December 2022				

Title and Summary of Proposed Decision	Decision Making Body and name of relevant Cabinet Member	Meeting Date/Proposed Publishing Date	Relevant documents submitted to decision maker to be considered*	Consultees (including town and parish councils) and Consultation Method	May report or part of report be dealt with in private? If so - why?
Council Tax Support Grant	Cabinet	9 Feb 2023		N/A	Open
<p>A new scheme has been announced which will be funded through central government. The scheme will be available to Local Council Tax Support claimants who have a balance of more than £25 to pay for the financial year 2023/24. Payment of £25 will be made to the claimant's council tax account directly to reduce their liability and must be in place before the annual billing exercise takes place in February 2023.</p> <p>Report is being brought to make awareness of the scheme and to agree the proposed scheme.</p>	<p>Full Council</p> <p>Cabinet Member for Strategic Finance, Transformational Change and Corporate Resources</p> <p>Date 1st added: 9 January 2023</p>	22 Feb 2023			

Title and Summary of Proposed Decision	Decision Making Body and name of relevant Cabinet Member	Meeting Date/Proposed Publishing Date	Relevant documents submitted to decision maker to be considered*	Consultees (including town and parish councils) and Consultation Method	May report or part of report be dealt with in private? If so - why?
<p>2023/24 Discretionary Rate Relief Schemes</p> <p>At Autumn statement 2022 the Chancellor announced new rate relief schemes for local authorities to provide additional support to businesses from 1 April 2023. These being:</p> <ul style="list-style-type: none"> • Retail, Hospitality and Leisure (RHL) rate relief scheme • Supporting Small Business (SSB) relief scheme • Transitional Relief regulations <p>As such these new schemes will now be included in the Council's discretionary rate relief policy.</p>	<p>Cabinet</p> <p>Full Council</p> <p>Cabinet Member for Strategic Finance, Transformational Change and Corporate Resources</p> <p>Date 1st added: 4 January 2023</p>	<p>9 Feb 2023</p> <p>22 Feb 2023</p>		<p>N/A</p>	<p>Open</p>
<p>Local Council Tax Support Scheme</p>	<p>Full Council</p> <p>Date 1st added: 13 February 2023</p>	<p>22 Feb 2023</p>			<p>Open</p>

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<p>Transport for South East - Strategic Investment Plan</p> <p>TFSE published its Transport Strategy in July 2020. The strategy sets an ambitious vision for the region to 2050 and identifies a preferred scenario to help achieve that vision. A series of Area Studies and thematic studies have since been completed and they identify packages of multi-modal interventions that are needed to deliver the 2050 vision.</p> <p>On 13 June 2022 the Transport for the South East (TfSE) Partnership Board approved the draft Strategic Investment Plan (SIP) for public consultation.</p> <p>The SIP will form the final part of the transport strategy, bringing together the outputs from the area studies and thematic studies, to become the blueprint for investment in the south east for the next 30 years.</p>	<p>Cabinet Member for Infrastructure, Highways PFI and Transport</p> <p>Councillor Phil Jordan Date 1st added: 1 February 2023</p>	<p>9 Mar 2023</p>			<p>Open</p>

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<p>Review of the Public Health Partnership Function between Isle of Wight Council and Hampshire County Council.</p> <p>To provide an update on the Public Health Partnership with Isle of Wight Council, specifically on progress against the remaining recommendations from the 2018 review which had not been met at the time of the formal partnership.</p>	<p>Cabinet</p> <p>Cabinet Member for Adult Social Care, Public Health</p> <p>Date 1st added: 3 November 2021</p>	<p>9 Mar 2023</p>			<p>Open</p>
<p>Director of Public Health Annual Report: A Golden Age – ageing well on the Isle of Wight</p> <p>To consider the annual report of the Director of Public Health</p>	<p>Cabinet</p> <p>Cabinet Member for Adult Social Care, Public Health</p> <p>Date 1st added: 4 January 2023</p>	<p>9 Mar 2023</p>			<p>Open</p>

Title and Summary of Proposed Decision	Decision Making Body and name of relevant Cabinet Member	Meeting Date/Proposed Publishing Date	Relevant documents submitted to decision maker to be considered*	Consultees (including town and parish councils) and Consultation Method	May report or part of report be dealt with in private? If so - why?
<p>Carers' Strategy 2023-2028</p> <p>To adopt a new unpaid carers strategy as the previous strategies - "Working Together With Carers Strategy" 2013 to 2016 "Working Together With Carers Strategy 2017 to 2019" (Refresh) are out of date.</p>	<p>Cabinet</p> <p>Cabinet Member for Adult Social Care, Public Health</p> <p>Date 1st added: 8 December 2022</p>	<p>9 Mar 2023</p>		<p>Detailed and extensive consultation during 2021 – 2022 with our island's unpaid carers and our strategy steering group, including representation from statutory services and the Voluntary, Community and Social Enterprise (VCSE) sector.</p>	<p>Open</p>
<p>The new strategy was delayed by the global Covid 19 pandemic but is now ready to be formally adopted and agreed by our island's statutory partners. The strategy focuses on the direction and areas which need to change to better support our island's unpaid carers and make a real difference to those people supporting our islands most vulnerable residents.</p>				<p>Island wide consultation through a survey conducted 2021, a digital workshop during 2022, six face to face workshops.</p>	
				<p>Regular monthly meetings with the focus group, partners included Age UK, Carers IW, People Matter Isle of Wight, Carewatch Isle of Wight.</p>	
				<p>Face to face meeting at Carers IW during 2022 which allowed for final comment and agreement by our islands unpaid carers of its contents and direction.</p>	

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<p>Determine Academic Year Term Dates 2024/25</p> <p>To seek approval on the determination of school term and holiday dates for the school year 2024-25</p>	<p>Cabinet</p> <p>Cabinet Member for Children's Services, Education and Lifelong Skills Date 1st added: 8 December 2022</p>	<p>9 Mar 2023</p>			<p>Open</p>
<p>Early Years Childcare Sufficiency Report</p> <p>The purpose of the report is to provide an overview of Early Years childcare sufficiency on the Isle of Wight. The LA has a statutory duty to ensure there are sufficient Early Years childcare places that are accessible to parents. This duty is presented through this report to elected council members and is made available to parents.</p>	<p>Cabinet</p> <p>Cabinet Member for Children's Services, Education and Lifelong Skills Date 1st added: 8 December 2022</p>	<p>9 Mar 2023</p>			<p>Open</p>
<p>Ryde Interchange Traffic Regulation Orders</p> <p>TRO proposals in Ryde, related to the new Transport Hub scheme</p>	<p>Cabinet</p> <p>Cabinet Member for Infrastructure, Highways PFI and Transport Date 1st added: 9 January 2023</p>	<p>9 Mar 2023</p>		<p>Public consultation conducted online, via press publication and street notices on site</p>	<p>Open</p>

Title and Summary of Proposed Decision	Decision Making Body and name of relevant Cabinet Member	Meeting Date/Proposed Publishing Date	Relevant documents submitted to decision maker to be considered*	Consultees (including town and parish councils) and Consultation Method	May report or part of report be dealt with in private? If so - why?
<p>Local Housing Benefit Scheme Review</p> <p>The council has a discretionary localised scheme whereby it disregards in full any prescribed War Disablement Pension or War Widow's Pension in the calculation of Housing Benefit. This scheme was set up in 1980s and aligns with the council's commitment under the Armed Forces Covenant to support residents who have health issues as a result of service, and their families. The council is required to review the scheme with a view to continuing it.</p>	<p>Cabinet</p> <p>Full Council</p> <p>Cabinet Member for Strategic Finance, Transformational Change and Corporate Resources Date 1st added: 9 January 2023</p>	<p>9 Mar 2023</p> <p>15 Mar 2023</p>		<p>N/A</p>	<p>Open</p>
<p>The Isle of Wight Council (Various Streets, Wroxall) (Traffic Regulation) Order No 1 2022</p> <p>TRO proposal in Wroxall, as part of the District 5 TRO review.</p>	<p>Cabinet</p> <p>Cabinet Member for Infrastructure, Highways PFI and Transport Date 1st added: 20 December 2022</p>	<p>9 Mar 2023</p>		<p>Public consultation conducted online, via press publication and street notices on site</p>	<p>Open</p>

Title and Summary of Proposed Decision	Decision Making Body and name of relevant Cabinet Member	Meeting Date/Proposed Publishing Date	Relevant documents submitted to decision maker to be considered*	Consultees (including town and parish councils) and Consultation Method	May report or part of report be dealt with in private? If so - why?
<p>Council Tax Premiums on Second Homes and Empty Properties</p> <p>An update for members on the Levelling Up and Regeneration Bill.</p>	<p>Cabinet</p> <p>Full Council</p> <p>Cabinet Member for Strategic Finance, Transformational Change and Corporate Resources</p> <p>Date 1st added: 8 December 2022</p>	<p>9 Mar 2023</p> <p>15 Mar 2023</p>		<p>N/A</p>	<p>Open</p>
<p>Working Together to improve Health and Care for Isle of Wight residents</p> <p>A paper outlining the way in which health and care services on the island will work together and across organisations through partnership and deliver against the islands ambitions through the Health and Wellbeing Strategy and the Island Health and Care Plan</p>	<p>Cabinet</p> <p>Leader and Strategic Oversight</p> <p>Date 1st added: 9 January 2023</p>	<p>9 Mar 2023</p>		<p>Engagement with the current IW Health and Care Partnership Board (formerly the Integrated Care Partnership. A further engagement/consultation will be undertaken with the public as part of the paper development</p>	<p>Open</p>
<p>Disposal of potential housing site(s) in East Cowes</p> <p>To confirm the granting of an option to dispose , subject to securing planning permission, on one or both of the council owned development sites known as Maresfield Rd and Albany</p>	<p>Cabinet</p> <p>Cabinet Member for Levelling Up, Regeneration, Business Development and Tourism</p> <p>Date 1st added: 6 July 2022</p>	<p>9 Mar 2023</p>		<p>East Cowes Waterfront Implementation Group and local member</p>	<p>Part exempt Yes – appendix summarising appraisal of responses to EOI issued in April 2022 – responses were submitted as commercial in confidence</p>

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Title and Summary of Proposed Decision	Decision Making Body and name of relevant Cabinet Member	Meeting Date/Proposed Publishing Date	Relevant documents submitted to decision maker to be considered*	Consultees (including town and parish councils) and Consultation Method	May report or part of report be dealt with in private? If so - why?
Report of the Independent Remuneration Panel and Approval of the Members Allowance Scheme	Full Council Date 1 st added: 2 November 2022	15 Mar 2023			Open
Post 16 Transport Policy Statement 2023-24 Purpose is to seek approval of Post 16 policy statement for September 2023.	Cabinet Cabinet Member for Children's Services, Education and Lifelong Skills Date 1 st added: 4 January 2023	11 May 2023		All Secondary School, HTP Apprenticeship College, IoW College, & SENDIAS. General public if proposed changes to policy.	Open
Local Cycling & Walking Infrastructure Plans (LCWIP's) To adopt the Local Cycling and Walking Infrastructure Plans to enable working with key local, regional and national stakeholders on securing resources to delivering infrastructure improvements.	Cabinet Cabinet Member for Infrastructure, Highways PFI and Transport Date 1 st added: 20 December 2022	11 May 2023	East Cowes and Whippingham Cowes, Gurnard and Northwood Brading, Bembridge & St Helens	Town & Parish Councils and other stakeholder groups included cycle forum, IW rambblers, public rights of way, local area residents. Slide presentation provided and Q&A sessions taken place.	Open

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Title and Summary of Proposed Decision	Decision Making Body and name of relevant Cabinet Member	Meeting Date/Proposed Publishing Date	Relevant documents submitted to decision maker to be considered*	Consultees (including town and parish councils) and Consultation Method	May report or part of report be dealt with in private? If so - why?
<p>Dementia Hub at Parklands, Cowes</p> <p>To support the implementation of the Isle of Wight Dementia Strategy 2022-2025, the Council's Corporate Leadership Team have approved in principle the use of the Parklands site in Cowes as a dementia hub for the Island.</p> <p>The hub will provide an environment where services can work in an integrated way providing opportunities to deliver against many of the commitments within the new dementia strategy.</p> <p>The report is seeking Cabinet approval to award a 25 year lease of Parklands to The Alzheimer Café IW to enable them to develop it as a dementia hub. This lease will be subject to the allocation of capital to enable the refurbishment works to be undertaken, with the lease commencing from the point that capital allocation is confirmed.</p>	<p>Cabinet</p> <p>Cabinet Member for Adult Social Care, Public Health</p> <p>Date 1st added: 1 February 2023</p>	<p>11 May 2023</p>		<p>A wide range of other stakeholders and professionals have been involved in the development of the strategy and its content, these include:</p> <ul style="list-style-type: none"> • IW CCG • IW NHS Trust • Primary care • IWC Adult Social Care • Public Health • Housing Associations • Voluntary and community sector organisations (Advocacy, ULO, Carers IW, Age UK, Alzheimer Café) • Mountbatten Hospice • Ambulance services • Independent sector (residential and nursing homes and day care services) 	<p>Open</p>

Title and Summary of Proposed Decision	Decision Making Body and name of relevant Cabinet Member	Meeting Date/Proposed Publishing Date	Relevant documents submitted to decision maker to be considered*	Consultees (including town and parish councils) and Consultation Method	May report or part of report be dealt with in private? If so - why?
<p>Dinosaur Island – future provision</p> <p>Following the review of the governance options for Dinosaur Isle carried out in 2022 and the consultations carried out with Stakeholders including consideration of their feedback the Council is considering the preferred option for the governance of Dinosaur Isle, to ensure that dinosaur Isle is sustainable going forward and is financially viable.</p>	<p>Cabinet</p> <p>Cabinet Member for Climate Change, Environment, Heritage, Human Resources and Legal and Democratic Services</p> <p>Date 1st added: 1 February 2023</p>	<p>11 May 2023</p>		<p>Two meetings have been undertaken with stakeholder groups</p>	<p>Open</p>
<p>Adoption of new Planning Enforcement Strategy</p> <p>A decision to adopt a new Planning Enforcement Strategy</p>	<p>Cabinet</p> <p>Cabinet Member for Planning and Enforcement</p> <p>Date 1st added: 11 November 2022</p>	<p>11 May 2023</p>			<p>Open</p>
<p>Draft Island Planning Strategy</p> <p>Cabinet to consider a motion agreed at Full Council on 16 November 2022 that returned the Draft Island Planning Strategy to Cabinet for review.</p>	<p>Cabinet</p> <p>Cabinet Member for Planning and Enforcement</p> <p>Date 1st added: 8 December 2022</p>	<p>11 May 2023</p>			<p>Open</p>

Title and Summary of Proposed Decision	Decision Making Body and name of relevant Cabinet Member	Meeting Date/Proposed Publishing Date	Relevant documents submitted to decision maker to be considered*	Consultees (including town and parish councils) and Consultation Method	May report or part of report be dealt with in private? If so - why?
<p>QPMR Q4 - 2022-23</p> <p>To provide a summary of progress against Corporate Plan activities and measures for the period January 2022 to March 2023. To inform Cabinet of areas of particular success, issues requiring attention and remedial activity in place to deal with these. To provide a report on the financial position of the council for the same period</p>	<p>Cabinet</p> <p>Cabinet Member for Strategic Finance, Transformational Change and Corporate Resources Date 1st added: 1 February 2023</p>	<p>8 Jun 2023</p>			<p>Open</p>
<p>The adoption of the Newport Harbour Masterplan Supplementary Planning Document</p> <p>Whether to adopt the draft Newport Harbour Masterplan as a supplementary planning document</p>	<p>Cabinet</p> <p>Cabinet Member for Levelling Up, Regeneration, Business Development and Tourism Date 1st added: 7 September 2022</p>	<p>8 Jun 2023</p>			<p>Open</p>
<p>School Place Planning</p> <p>Report on school place planning following on the update provided to Scrutiny Committee in September 2022.</p>	<p>Cabinet</p> <p>Cabinet Member for Children's Services, Education and Lifelong Skills Date 1st added: 1 February 2023</p>	<p>8 Jun 2023</p>	<p>School Place Planning</p>	<p>Formal consultation subject to approval of recommendation in the report.</p>	<p>Open</p>

Title and Summary of Proposed Decision	Decision Making Body and name of relevant Cabinet Member	Meeting Date/Proposed Publishing Date	Relevant documents submitted to decision maker to be considered*	Consultees (including town and parish councils) and Consultation Method	May report or part of report be dealt with in private? If so - why?
<p>Isle of Wight Cultural Strategy</p> <p>Adoption of a new Cultural strategy for the Island developed in partnership with the Island collection after extensive consultation with relevant stakeholders</p>	<p>Cabinet</p> <p>Cabinet Member for Levelling Up, Regeneration, Business Development and Tourism</p> <p>Date 1st added: 1 February 2023</p>	<p>8 Jun 2023</p>		<p>Island wide consultation to develop strategy underway – on publication of draft , Policy/scrutiny, relevant cabinet members</p>	<p>Open</p>

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Corporate Scrutiny Committee - Workplan 2022-25

The committee is responsible for Scrutiny functions in respect of decisions and activities within the remit of the council, the Cabinet, Cabinet members, officers, and any functions not otherwise expressly delegated to another Scrutiny committee

Date	Agenda Items	Description & Background	Lead Officer/Cabinet Member
7 March 2023	Scrutiny Annual Report	To review the work of Scrutiny and make recommendations for improvements where appropriate.	Chairman of the Corporate Scrutiny Committee
	The Council's Policy Framework	To consider a report on the lines of enquiry agreed by the Committee at its meeting on 10 May 2022	Leader and Strategic Oversight / Cabinet Member for Strategic Finance, Transformational Change and Corporate Resources
	Pre Decision Scrutiny - Cabinet Items on the Forward Plan	a) Council Tax Premiums on Second Homes and Empty Properties To receive an update for members on the Levelling Up and Regeneration Bill.	Cabinet Member for Strategic Finance, Transformational Change and Corporate Resources
	Committee's Workplan	a) Forward Plan To identify any items due to be determined that would benefit from pre- or post-decision scrutiny. b) Committee's Work Programme 2022-25	Committee
9 May 2023	Consultations and Community Engagement	To consider a report on the lines of enquiry agreed by the Committee at its meeting on 10 May 2022	Cabinet Member

	IW Community Safety Partnership Annual Report 2021-22	Slipped from November 2022. To consider the annual report of the partnership in accordance with the Committee's statutory function to review or scrutinise decisions made, or other action taken, in connection with the discharge by the responsible authorities of their crime and disorder functions.	Cabinet Member for Community Protection, Regulatory Services and Waste
	Pre Decision Scrutiny - Cabinet Items on the Forward Plan	a) Draft Island Planning Strategy A motion agreed at Full Council on 16 November 2022 returned the Draft Island Planning Strategy to Cabinet for review. The committee to receive an update on the DIPS before it goes to Cabinet on 11 May 2023	Cabinet Member for Planning and Enforcement
	Committee's Workplan	a) Forward Plan To identify any items due to be determined that would benefit from pre- or post-decision scrutiny. b) Committee's Work Programme 2022-25	Committee
6 June 2023	Partnership Arrangements	To consider a report on the lines of enquiry agreed by the Committee at its meeting on 10 May 2022	Leader and Strategic Oversight / Cabinet Member for Strategic Finance, Transformational Change and Corporate Resources
	Quarterly Performance Monitoring Report Quarter 4 2022-23	To consider the performance measures for Quarter 4 of 2022-23	Cabinet Member for Strategic Finance, Transformational Change, and Corporate Resources

	Pre Decision Scrutiny - Cabinet Items on the Forward Plan	<p>a) The adoption of the Newport Harbour Masterplan Supplementary Planning Document To consider the draft Newport Harbour Masterplan as a supplementary planning document prior to decision at Cabinet</p> <p>b) School Place Planning To consider the report on school place planning following on the update provided to Scrutiny Committee in September 2022</p> <p>c) Disposal of potential housing site(s) in East Cowes To consider the option to dispose, subject to securing planning permission, on one or both of the council owned development sites known as Maresfield Rd and Albany</p>	<p>Cabinet Member for Levelling Up, Regeneration, Business Development and Tourism</p> <p>Cabinet Member for Children's Services, Education and Skills</p> <p>Cabinet Member for Levelling Up, Regeneration, Business Development and Tourism</p>
	Committee's Workplan	<p>a) Forward Plan To identify any items due to be determined that would benefit from pre- or post-decision scrutiny.</p> <p>b) Committee's Work Programme 2022-25</p>	Committee
11 July 2023	Capital Programme/ Capital Strategy	To consider a report on the lines of enquiry agreed by the Committee at its meeting on 10 May 2022	Cabinet Member for Strategic Finance, Transformational Change and Corporate Resources
	Performance Management Framework	To consider a report on the lines of enquiry agreed by the Committee at its meeting on 6 September 2022.	Cabinet Member for Strategic Finance, Transformational Change and Corporate Resources
	Committee's Workplan	<p>a) Forward Plan To identify any items due to be determined that would benefit from pre- or post-decision scrutiny.</p> <p>b) Committee's Work Programme 2022-25</p>	Committee

12 September 2023	Corporate Complaints Annual Report 2022-23	To consider the annual complaints report to ensure that this is helping to drive service improvement through lessons learnt.	Cabinet Member
	Quarterly Performance Monitoring Report Quarter 1 2023-24	To consider the performance measures for Quarter 1 2023-24	Cabinet Member for Strategic Finance, Transformational Change, and Corporate Resources
	Committee's Workplan	a) Forward Plan To identify any items due to be determined that would benefit from pre- or post-decision scrutiny. b) Committee's Work Programme 2022-25	Committee
10 October 2023			
	Committee's Workplan	a) Forward Plan To identify any items due to be determined that would benefit from pre- or post-decision scrutiny. b) Committee's Work Programme 2022-25	Committee
7 November 2023	IW Community Safety Partnership Annual Report 2022-23	To consider the annual report of the partnership in accordance with the Committee's statutory function to review or scrutinise decisions made, or other action taken, in connection with the discharge by the responsible authorities of their crime and disorder functions.	Cabinet Member for Community Protection, Regulatory Services and Waste
	Quarterly Performance Monitoring Report Quarter 2 2023-24	To consider the performance measures for Quarter 2 2023-24	Cabinet Member for Strategic Finance, Transformational Change, and Corporate Resources

	Committee's Workplan	a) Forward Plan To identify any items due to be determined that would benefit from pre- or post-decision scrutiny. b) Committee's Work Programme 2022-25	Committee
9 January 2024	Draft budget proposals 2024- 25	To comment on outline budget proposals.	Leader / Cabinet Members / Section 151 Officer
	Committee's Workplan	a) Forward Plan To identify any items due to be determined that would benefit from pre- or post-decision scrutiny. b) Committee's Work Programme 2022-25	Committee
6 February 2024	Budget proposals for 2024-25	To comment on draft budget proposals	Leader / Cabinet Members / Section 151 Officer
	Quarterly Performance Monitoring Report Quarter 3 2023-24	To consider the performance measures for Quarter 3 2023-24	Cabinet Member for Strategic Finance, Transformational Change, and Corporate Resources
	Committee's Workplan	a) Forward Plan To identify any items due to be determined that would benefit from pre- or post-decision scrutiny. b) Committee's Work Programme 2022-25	Committee
12 March 2024	Scrutiny Annual Report	To review the work of Scrutiny and make recommendations for improvements where appropriate.	Chairman of the Corporate Scrutiny Committee / Scrutiny Officer

	Committee's Workplan	a) Forward Plan To identify any items due to be determined that would benefit from pre- or post-decision scrutiny. b) Committee's Work Programme 2022-25	Committee
7 May 2024			
	Committee's Workplan	a) Forward Plan To identify any items due to be determined that would benefit from pre- or post-decision scrutiny. b) Committee's Work Programme 2022-25	Committee
June 2024	Quarterly Performance Monitoring Report Quarter 4 2023-24	To consider the performance measures for Quarter 4 2023-24	Cabinet Member for Strategic Finance, Transformational Change, and Corporate Resources
	Committee's Workplan	a) Forward Plan To identify any items due to be determined that would benefit from pre- or post-decision scrutiny. b) Committee's Work Programme 2022-25	Committee
July 2024			
	Committee's Workplan	a) Forward Plan To identify any items due to be determined that would benefit from pre- or post-decision scrutiny. b) Committee's Work Programme 2022-25	Committee

September 2024	Corporate Complaints Annual Report 2023-24	To consider the annual complaints report to ensure that this is helping to drive service improvement through lessons learnt.	Cabinet Member for Strategic Finance, Corporate Resources and Transformational Change / Director of Corporate Services
	Committee's Workplan	a) Forward Plan To identify any items due to be determined that would benefit from pre- or post-decision scrutiny. b) Committee's Work Programme 2022-25	Committee
October 2024			
	Committee's Workplan	a) Forward Plan To identify any items due to be determined that would benefit from pre- or post-decision scrutiny. b) Committee's Work Programme 2022-25	Committee
November 2024	IW Community Safety Partnership Annual Report 2023-24	To consider the annual report of the partnership in accordance with the Committee's statutory function to review or scrutinise decisions made, or other action taken, in connection with the discharge by the responsible authorities of their crime and disorder functions.	Cabinet Member for Community Protection, Regulatory Services and Waste / Director of Neighbourhoods

	Committee's Workplan	a) Forward Plan To identify any items due to be determined that would benefit from pre- or post-decision scrutiny. b) Committee's Work Programme 2022-25	Committee
January 2025	Draft budget proposals 2025-26	To comment on outline budget proposals.	Leader / Cabinet Members / Section 151 Officer
	Committee's Workplan	a) Forward Plan To identify any items due to be determined that would benefit from pre- or post-decision scrutiny. b) Committee's Work Programme 2022-25	Committee
February 2025	Draft budget proposals 2025-26	To comment on draft budget proposals	Leader / Cabinet Members / Section 151 Officer
	Committee's Workplan	a) Forward Plan To identify any items due to be determined that would benefit from pre- or post-decision scrutiny. b) Committee's Work Programme 2022-25	Committee
March 2025	Scrutiny Annual Report	To review the work of Scrutiny and make recommendations for improvements where appropriate.	Chairman of the Corporate Scrutiny Committee / Scrutiny Officer

	Committee's Workplan	a) Forward Plan To identify any items due to be determined that would benefit from pre- or post-decision scrutiny. b) Committee's Work Programme 2022-25	Committee
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Agenda Item Introduction

Committee **CORPORATE SCRUTINY COMMITTEE**

Date **7 MARCH 2023**

Topic **ANNUAL SCRUTINY REPORT 2022/23**

BACKGROUND

In developing its workplan the Committee agreed that it would be beneficial to include an item reviewing the work of the scrutiny committees over the previous year. This provides the opportunity of highlighting the issues dealt with by scrutiny and helps demonstrate the role that it can play in the Council's democratic processes.

The scrutiny function must continually evolve to ensure the structure provides the right framework to deliver the best value and outcomes. Improving the ability to identify where there can be an impact and ensuring any work is useful, timely and aligned with council priorities and the agreed focus. Better informed decision making will almost always be the outcome of a well set up scrutiny process, and better-informed decision making will lead to improved outcomes for the Isle of Wight and its residents.

FOCUS FOR SCRUTINY

- What has worked well for scrutiny this year?
- How can the scrutiny process be improved?
- How can engagement in the development of scrutiny workplans be encouraged?

APPROACH

A report to be submitted.

APPENDICES ATTACHED

Appendix 1 - Scrutiny Annual Review 2022-23

Contact Point: Melanie White, Scrutiny Officer, ☎ 821000 ext 8876
e-mail melanie.white@iow.gov.uk

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Committee report

COMMITTEE	CORPORATE SCRUTINY COMMITTEE
DATE	7 MARCH 2023
TITLE	REVIEW OF THE SCRUTINY YEAR – 2022/23
REPORT OF	CHAIRMAN OF THE CORPORATE SCRUTINY COMMITTEE

BACKGROUND

1. The annual review of the work of overview and scrutiny provides the opportunity of highlighting the issues dealt with by scrutiny over the past year.
2. This Committee together with the three Policy and Scrutiny Committees now have a workplan going up to 2025. These are reviewed at every meeting. When an item is identified for inclusion within a workplan a scoping document is produced containing the reasons why the item has been chosen, the lines of questioning and the outcomes being sought. The scoping document is circulated to all the committee for approval. This ensures that scrutiny is councillor owned and led and focusses upon the issues that are deemed to be of key interest.
3. Alongside the introduction of a scoping document for each workplan item each agenda item will have an agenda item cover that is published within the agenda pack, giving the background to each item as well as the focus for scrutiny and any potential outcomes. This is to ensure that even if no report is provided or required there is a clear understanding of the item.
4. Agenda planning meetings are held with the relevant cabinet members and senior officers in advance of each meeting aimed at ensuring that the relevant information sought by councillors can be provided and giving officers a clear hypothesis on what exactly scrutiny wishes to focus.
5. The chairmen and vice chairmen of all the scrutiny committees have quarterly meetings to discuss workplans, processes and sharing ideas. The chairmen of the Corporate Scrutiny Committee and the Audit Committee also have regular meetings to discuss workplan items of mutual interest.
6. The appointment of a successor, Melanie White, six months prior to the departure of the existing statutory scrutiny officer, Paul Thistlewood, has given the capacity to enable a review to be undertaken of existing processes. This has resulted in improvements being made to the approach to workplans, scoping documents, website information and progress towards more outcome focussed agendas.

CORPORATE SCRUTINY COMMITTEE

7. The Committee met on nine occasions and these were held two days before meetings of Cabinet.
8. Rather than the Committee looking at every item going to Cabinet, as it previously had done so, it uses the forward plan to identify any key item which it believes would benefit from discussion and where it can add value. A similar process to that for other workplan items has now been introduced where any item identified within the forward plan requires the Committee agreeing on the scope, key lines of questioning and outcomes sought.
9. The key issues that have been discussed by the Committee during 2022-23 include :-
 - Development of the council's website
 - Draft Island Planning Strategy
 - Processing of Freedom of Information requests
 - Impact of the cost-of-living crisis
 - Cancellation of Isle of Wight leg of the Tour of Britain Cycle Race
 - Delivery of the three key priorities within the Corporate Plan – Provision of Affordable Housing; Responding to Climate Change and Enhancing the Biosphere; Economic Recovery.

POLICY AND SCRUTINY COMMITTEE FOR HEALTH AND SOCIAL CARE

10. The Committee is responsible for undertaking health scrutiny in accordance with the statutory regulations. The Committee has continued to enjoy good working relationships with all health partners and this has not been impacted by the move to the Integrated Care Board and Partnership.
11. The key items that it has dealt with over the past year include :-
 - LGA Review of Public Health
 - Impact of the proposed elective surgery hub
 - Patient transport
 - Dentistry on the Island
 - Establishment of Integrated Care Partnership arrangements
 - Review of GP access by Healthwatch IW
 - Delivery of Maternity Services
 - Partnership working between the IWNHS Trust and other health trusts.
12. A series of informal briefing sessions continue to be held with health and social care partners. These have been effective in discussing key issues in greater depth and identifying any significant matter that requires debate at the formal meetings. During the past year there has been sessions looking at Public Health Data, children's mental health provision, IWNHS Trust estates strategy, dentistry and GP services in Newport.

POLICY & SCRUTINY COMMITTEE FOR CHILDREN'S SERVICES, EDUCATION & SKILLS

13. The Committee continues to have a main focus on ensuring that children on the Island are safe, have good access to services and fulfil their full potential. Key items dealt with include :-
 - Role of the Police in safeguarding
 - Work of the Youth Offending Team

- Statutory reports on adoption and fostering arrangements, safeguarding and complaints.
- Planning for future school places
- School governor recruitment and retention
- Work undertaken by Children's Services in assisting with the resettlement of refugees on the Island

POLICY & SCRUTINY COMMITTEE FOR NEIGHBOURHOODS & REGENERATION

14. The remit of the Committee is very wide and with only four meetings a year requires careful thought as to what to include in its workplan. Key items that it has dealt with include :-
- Place and neighbourhood planning.
 - Annual report from Visit IW
 - Installation of electric vehicle charging points
 - Bus service improvement plan
 - Outcome from survey of users of Cowes Floating Bridge
 - LGA peer review of Planning Services
 - Traffic Regulation Order policy
 - Results of E-scooter trials on the Island
15. An informal meeting was also held to look in detail at data relating to road traffic collisions and aspects of road safety.

CALL IN

16. There has been no call in's submitted during the year. The Centre for Governance and Scrutiny will shortly be publishing updated guidance on call in arrangements and this will be an opportune time for the Committee to look at the approach within this Council and if necessary make any recommendations for changes to the current process contained within the Constitution.

COUNCILLOR CALL FOR ACTION

17. There has been no issues raised through the Councillor Call for Action Process requiring the attention of any of the Committees.

ISSUES FOR 2023/24

18. The Committees will continue to monitor the delivery of the key activities as contained in the Corporate Plan. Given the pressures on the budget each committee will want an assurance that expenditure remains on track and any pressure areas are identified at an early stage so corrective actions can be initiated. It is hoped that the Committees can be utilised constructively and timely in the review and formulation of key policies so to assist the Cabinet in reaching the most effective decisions for the benefit of Island residents.

OUTCOME

19. The Committee is invited to note the report and identify any matter that requires further action so to improve the delivery of the overview and scrutiny function.

Contact Point: Councillor Richard Quigley, Chairman of the Corporate Scrutiny Committee
e-mail Richard.quigley@iow.gov.uk

CLLR RICHARD QUIGLEY
Chairman of the Corporate Scrutiny Committee



Agenda Item Introduction

Committee	CORPORATE SCRUTINY COMMITTEE
Date	7 MARCH 2023
Topic	THE COUNCIL'S POLICY FRAMEWORK

BACKGROUND

At the Corporate Scrutiny Committee meeting in May 2022 a scoping document was approved by the committee for an item on the Council's Policy Framework to be added to the workplan.

FOCUS FOR SCRUTINY

- To review the Council's policy framework and ensure that a sound strategic policy framework exists so that council policy provides a clear strategic direction.
- To clarify the current list of policies shown in the Constitution as requiring approval by full council.
- To action concerns arising from an internal audit report on the annual governance framework which highlighted the risk of not having up-to-date policies and strategies.

APPROACH

A committee report to be submitted.

APPENDICES ATTACHED

Policy Framework Review

Appendix 1: List of Policies monitored through the Annual Governance Statement

Appendix 2: Policy Framework List of Full Council Approval Policies

Contact Point: Melanie White, Scrutiny Officer, ☎ 821000 ext 8876
e-mail melanie.white@iow.gov.uk



Committee report

Committee	CORPORATE SCRUTINY COMMITTEE
Date	7 MARCH 2023
Title	POLICY FRAMEWORK REVIEW
Report of	CHIEF EXECUTIVE

EXECUTIVE SUMMARY

1. At the Corporate Scrutiny Committee meeting on 10 May 2022 a scoping document was approved by the committee for an item on the Council's Policy Framework to be added to the workplan.
2. The required outcome of the review was to ensure that a sound strategic policy framework exists so that council policy provides a clear strategic direction, supported by realistic action plans thereby enabling priorities to be set and choices to be exercised by councillors in the allocation of finance and other resources. And to assist the Council's scrutiny function of reviewing and developing policy and its subsequent implementation

RECOMMENDATIONS

3. That the content of the report and the list of policies required to be approved/adopted at full council be noted.
4. The scrutiny committee requests that the refreshed policy is brought to scrutiny for comment prior to sign off.
5. The scrutiny committee confirms it is satisfied that the concerns arising from an internal audit report on the annual governance framework, which highlighted the risk of not having up-to-date policies and strategies, are being addressed.

BACKGROUND

6. The review requirement is made up of three parts:
 - To review the Council's 'Policy Framework'
 - To clarify the current list of policies shown in the Constitution as requiring approval by full council, showing when those policies are updated/due for update

- To action concerns arising from an internal audit report on the annual governance framework which highlighted the risk of not having up-to-date policies and strategies.

Each of these will be taken in turn in the report.

7. **Review the Council's Policy Framework**

8. The 'Policy Framework' consists of the policy part of the 'Budget and Policy Framework' set out in the local authority's constitution in Part 3 'Responsibility for Functions' Section 5 ('Budget and Policy Framework Rules' [PART 3 - Budget and Policy Framework Rules.pdf \(modern.gov.co.uk\)](#)). Work has started to review the 'Policy Framework' and supporting documentation. The supporting documentation provides guidance to staff when developing policies across the council and includes a checklist of the process requirements, .
9. The review will require the Monitoring Officer's input to ensure that the process behind the relevant policy is in place and reflective of the requirements.
10. **To clarify the current list of policies shown in the Constitution as requiring approval by full council.**
11. The Monitoring Officer has reviewed the list of policies in the constitution to confirm the plans and strategies in the 'Policy Framework' (as defined) which are subject to full council approval or adoption.
12. Those policies which require approval by full council (full details attached in Appendix 2).
- Children and Young People's Plan
 - Corporate Plan
 - Crime and Disorder Reduction Strategy
 - Licensing Authority Policy Statement (Gambling Policy)
 - Local Development Plan
 - Local Transport Plan
 - Pay Policy Statement
 - Plan or strategy for the control of the local authority's borrowing, investments or capital expenditure
 - Plan or strategy for determining the local authority's minimum revenue provisions
 - Youth Justice Plan
13. Any other plan or strategy that is required by law or which the Full Council determines should be a 'Policy Framework' document and adopted or approved by Full Council. The Corporate Plan has been added to the 'Policy Framework' (please see Legal implications section).
14. **To action concerns arising from an internal audit report on the annual governance framework which highlighted the risk of not having up-to-date policies and strategies.**

15. The internal audit team undertook their annual review of the Annual Governance Statement (AGS) in January 2023. This review included a revisit of the concerns relating to out-of-date policies and strategies that underpin the AGS.
16. Following Internal Audit's assessment of this area was rated "limited assurance" in 2021/22. Fieldwork focussed on an agreed subset of 30 policies (see appendix 1.), most relevant to the AGS. Of the 30 documents checked eight, primarily in Finance, have currently passed their identified review dates. However, where this is the casework is underway to review and update documents in the next three months.
17. While documents remain in effect until superseded, having documents 'live' with review dates which have passed both reduces their credibility and introduces ambiguity. Addressing this will help to strengthen the policy portfolio with underpins the AGS. Overall, this area is now rated "reasonable assurance".
18. There is work still to do to ensure that document owners are aware of their responsibilities to keep council policies up to date either on their anniversary for review or as legislative or other changes in requirements take place. The policy framework provides staff with the requirements and process that they need to follow to make sure that this takes place. Work to refresh the framework is currently being undertaken and will address concerns raised. Once complete, it will be launched with an appropriate communications campaign to make sure that it is understood by staff.
19. In addition, the council is seeking to introduce a new document management system that will assist staff in the operational management of electronic policy storage and updating.

CORPORATE PRIORITIES AND STRATEGIC CONTEXT

20. Within the [Corporate Plan 2021 – 2025](#) there are key areas of activity that will be our main areas of focus for the lifetime of this plan which will need to be central to everything we do as a council. These areas MUST be addressed in committee reports.

Responding to climate change and enhancing the biosphere

21. There are no direct impacts on the [Council's Climate and Environment Strategy](#), nor the [UNESCO Biosphere](#) and the biodiversity, environment, and sustainable growth.

Economic Recovery and Reducing Poverty

22. There are no direct impacts.

Impact on Young People and Future Generations

23. There are no direct impacts.

Corporate Aims

24. This report underpins the [Corporate Plan 2021 - 2025](#) core value of “Being fair and transparent - This means making decisions based on data and evidence and in an open and accountable way.”
It supports the Alliance aspirations and priorities which are set against a clear vision to work together openly and with our communities to support and sustain our economy, environment, and people.

CONSULTATION

25. No external consultation has taken place at this point in time. When the Policy Framework has been finalised and agreed there may be a requirement for external consultation at that time.

SCRUTINY COMMITTEE OR PANEL VIEW

26. At the Corporate Scrutiny Committee meeting on 10 May 2022 a scoping document was approved by the committee for an item on the Council’s Policy Framework to be added to the workplan. This report provides an update on that requirement.

FINANCIAL / BUDGET IMPLICATIONS

27. There are no financial implications as a result of this report.

LEGAL IMPLICATIONS

28. Responsibility for a plan or strategy (with a ‘policy’ being regarded as interchangeable) depends upon the relevant legislative framework.
29. In the absence of any legislative provision placing responsibility for adoption or approval of a particular plan or strategy on the Full Council, such adoption or approval is, by default, an executive responsibility (see section 9D(2) of the Local Government Act 2000 and see, for example, R (on the application of 007 Stratford Taxis Ltd. v. Stratford on Avon District Council [2011] EWCA Civ 160).
30. Some plans or strategies are shared responsibilities, with the working up being an executive responsibility and the adoption or approval being for the Full Council (see e.g., regulation 4 of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000/2853 as amended). Under the Local Authorities (Standing Orders) (England) Regulations 2001 as amended, there is a conflict resolution procedure in certain circumstances where the executive has submitted a draft plan or strategy for approval (defined in regulation 2 of the 2001 Regulations, in effect, by reference to reg. 4(1) of the 2000 Regulations) giving a cooling off period for reconsideration before Full Council can reach its decision (see reg. 3 of and Part II of Schedule 2 of the 2001 Regulations).
31. Whether adoption or approval of a plan or strategy can be delegated by law is also dependent upon the particular legislative context.

32. Turning to the fundamental expression of the 'Policy Framework', this is narrowly used throughout this report to mean those policies or strategies which are subject to full council approval or adoption (see reg. 4 (8)) whether by virtue of regulation 4 and Schedule 3 or regulation 5 and paragraph 1 of Schedule 4 of 2000 Regulations. This is the definition used by the Government guidance.
33. The list within the Constitution is directly drawn from the updated Schedule 3 (with the Early Years Development and Childcare Plan being replaced by the Children's and Young People's Plan) – see regulation 4(1)(a) of the 2000 Regulations. The only exception being the Corporate Plan which has been added by choice in conformity with the Secretary of States' recommendation in the then Department for the Environment Transport and the Regions (DETR) Guidance (dated 6 October 2000): 'Local Government Act 2000: Guidance to English Local Authorities' – Chapter 2 – The Full Council and Members' Roles – see para. 2 – 21. The Annual Library Plan needs to be added back into that list. Regulation 4(1)(b) of the 2000 Regulations also includes any policy or strategy for the control of the local authority's borrowing or capital expenditure as policies and strategies for which adoption is the responsibility of the Full Council (see reg. 4 (8)).
34. The reference to regulation 5 and Schedule 4 relates to the option for the Full Council to take away the responsibility for adoption or approval of a plan or strategy (whether statutory or non-statutory) if such adoption or approval presently rests with the local authority's executive. Where Full Council wishes to exercise such option in such a particular circumstance, then the Council would need to formally resolve that the decision whether the particular plan or strategy should be adopted or approved should be taken by the Full Council (see reg. 4(1) (c) and reg. 5(1) and (5) of the 2000 Regulations). NB. This is not obviously needed in respect of plans or strategies already covered under reg. 4(1) (a) and (b) above.
35. In the absence of such a 'transfer of responsibility' resolution (in circumstances where the adoption or approval of a plan or strategy is an executive responsibility), it will remain a matter for the local authority's executive to agree the relevant plan or strategy and to be accountable for such plan or strategy as envisaged under the Executive Leader and Cabinet model of local governance under the Local Government Act 2000.
36. Where however Full Council does pass such a 'transfer of responsibility' resolution, then responsibility for adoption or approval passes directly to the Full Council (see reg. 5(5) of the 2000 Regulations). The practical consequence of this is that where an intended executive decision is contrary to, or not wholly within, any Full Council adopted or approved policy, then it ceases to be an executive decision to be made (unless the decision is urgent and prior written consent is obtained from the chairman of the relevant overview and scrutiny committee chairman or other person specified in reg. 5(2)(b)) and becomes one for the Full Council itself to make.

EQUALITY AND DIVERSITY

37. This report recommends the revision of the current Policy Framework. As part of the process for reviewing and updating the framework, an equality impact assessment will be undertaken and provided when the policy is presented to committee.

SECTION 17 CRIME AND DISORDER ACT 1998

38. There are no direct crime and disorder implications arising from this report,

OPTIONS

39. Option 1: The corporate scrutiny committee notes the content of the report
40. Option 2: The corporate scrutiny committee requests that the refreshed policy is brought to scrutiny for comment prior to sign off
41. Option 3: The corporate scrutiny committee confirms it is satisfied that the concerns arising from an internal audit report on the annual governance framework, which highlighted the risk of not having up-to-date policies and strategies, are being addressed.

RISK MANAGEMENT

42. Effective policy management assures that the council develops its policies in a consistent way, so employees understand what they're supposed to do. The council's Policy Management Framework ensures that consistent and uniform approach.

EVALUATION

43. Options 1 to 3 are recommended to meet the required outcome of the review, that is to ensure that a sound strategic policy framework exists so that council policy provides a clear strategic direction, supported by realistic action plans thereby enabling priorities to be set and choices to be exercised by councillors in the allocation of finance and other resources. And to assist the Council's scrutiny function of reviewing and developing policy and its subsequent implementation.

BACKGROUND PAPERS

44. Appendix 1 – List of policies monitored through the Annual Governance Statement
45. Appendix 2 – List of policies required for sign off at Full Council

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WENDY PERERA
Chief Executive

COUNCILLOR CHRIS JARMAN
*Cabinet Member for Strategic Finance,
Transformational Change and Corporate Resources*

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Document / Policy Title	Responsible	Last Updated	Due for Renewal	
Whistleblowing Policy	Human Resources	Mar-21	Mar-24	
Capability Procedure	Human Resources	Nov-22		No review date is identified in this document.
Employee Code of Conduct	Human Resources	Feb-20	Feb-23	
Harassment and Bullying Policy (Protection from)	Human Resources	Apr-18	Apr-21	Review of this document has commenced, with consultation underway with key stakeholders; anticipated to be finalised in early 2023.
Recruitment Policy	Human Resources	Apr-19	Mar-23	
Expenses	Human Resources	Mar-20	Mar-23	
Register of Personal Interests	Human Resources	Feb-23	Feb-25	
Additional Employment	Human Resources	Sep-21	Sep-24	
DBS Policy	Human Resources	Jan-20		No review date is identified in this document. However, no changes have been made to the Council's DBS arrangements, so the document remains fit for purpose.
Pay Policy	Human Resources	Mar-22	Mar-23	
Councillor Code of Conduct	Legal	Aug-22		Set out in section four of the Council's Constitution.
Data Protection Policy	Corporate Information Unit	Oct-22	Oct-24	
Electronic Communications Policy	IT	Jul-21	Jul-22	Overdue review from July 2022. However, substantively fit for purpose, scheduled to be updated as necessary in January 2023.
Information Security Policy	IT	Jul-21	Jul-22	
Protective Marking Policy	Corporate Information Unit	Jul-21	Jul-23	
Financial Regulations	Finance	May-16	May-17	Overdue review from May 2017. All finance policies are currently being reviewed; revised documentation scheduled to be finalised in early 2023.
Medium Term Financial Strategy	Finance		Feb-23	Reviewed annually, as part of budget setting process; scheduled to go to Full Council in February 2023.
Income and Charging	Finance	Aug-15	Aug-18	
Capital investment	Finance			Replaced by Capital and Investment Strategy; scheduled to go to Full Council in February 2023.
Accountable Body	Finance	Aug-15	Aug-18	Overdue review from August 2018. All finance policies are currently being reviewed; revised documentation scheduled to be finalised in early 2023.
Grants	Finance	Aug-15	Aug-18	
Loans	Finance	Aug-15	Aug-18	

VAT	Finance	Sep-22	Sep-23	
Anti-Money Laundering Policy	Audit	Mar-20	Mar-23	
Corporate Tax Evasion Policy	Audit	Nov-20	Aug-23	
Anti-Fraud Bribery and Corruption Policy	Audit	Jul-21	Jul-24	
Risk Management Framework	Organisational Intelligence	Feb-22	Feb-23	
Performance Management Framework	Organisational Intelligence	Oct-21	Oct-23	
Complaints	Business Centre	May-22	Oct-23	
Community Engagement	Communications	NEW		New document, scheduled to be finalised by May 2023.

Appendix 2.

Budget and Policy Framework – Policy Framework List of Full Council Approval Policies

(Please see page 32 of the current Constitution - [PART 3 - Budget and Policy Framework Rules.pdf \(moderngov.co.uk\)](#)).

The plans and strategies which are subject to full council approval or adoption whether by virtue of regulation 4 and Schedule 3 or regulation 5 and paragraph 1 of Schedule 4 of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000/2853 as amended are referred to collectively as the policy framework (see DETR Guidance dated 6 October 2000: Local Government Act 2000: Guidance to English Local Authorities, para. 2.24 of Chapter 2 The Full Council and Members' Roles). This is a classification under that DETR Guidance. Other plans and strategies exist outside this DETR classification e.g. the Corporate Plan.

Leaving aside plans/strategies which must be for Full Council, paragraph 2.2 of that DETR Guidance states: *Where a local authority does not choose for any such plan or strategy to be subject to full council approval the Secretary of State recommends that the plan or strategy in question should be subject to approval by members of the executive.*

<u>Name of Policy</u>	<u>Commentary</u>	<u>Last Agreed</u>	<u>Next Due for Full Council Decision</u>
Annual Library Plan	Section 1(2) of the Public Libraries and Museums Act 1964. See regulation 4 of and Schedule 3 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000/2853 as amended	2009	N/A – Whilst the reference remains in the 2000 regulations, there is no present requirement by the Secretary of State to produce any annual library plan.
Children and Young People's Plan	Children and Young People's Plan (England) Regulations 2005/2149 See regulation 4 of and Schedule 3 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000/2853 as amended	Current plan is for 2021-2024 but was not agreed through Full Council. Annual review August 2023.	Cabinet September 2023 post August annual review.
Corporate Plan*	*Not within the 2000 Regulations as amended. See DETR Guidance (dated 6 October 2000): 'Local Government Act 2000: Guidance to English Local Authorities' – Chapter 2 – The Full Council and Members' Roles – see para. 2 – 21 where the Secretary of state recommends the local authority's Corporate Plan or its equivalent (if the	Agreed by Full Council on 17 November 2021 for 2021 – 2025.	No later than 2025, with a plan to review during 2023.

	local authority has one) be approved or adopted by the Full Council.		
Crime and Disorder Reduction Strategy	Sections 5 and 6 of the Crime and Disorder Act 1998. See regulation 4 of and Schedule 3 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000/2853 as amended	Community Safety Partnership 2022 Scrutiny Committee 2021	Winter 2023
Licensing Authority Policy Statement (Gambling Policy)	Section 349 of the Gambling Act 2005. See regulation 4 of and Schedule 3 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000/2853 as amended	Agreed by Full Council on 19 January 2022 for 2022 - 2025	Review from time to time but need to approve every three years as the statement period is for a three-year period. Due January 2025.
Local Development Plan	Section 15 of the Planning and Compulsory Purchase Act 2004. See regulation 4 of and Schedule 3 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000/2853 as amended	The Island Plan Core Strategy was adopted in 2012.	Work-in-progress, dates to be agreed when plan finalised. Please refer to page 3 of the Full Council minutes 18 January 2023 Full Council 18 Jan 2023
Local Transport Plan	Section 108 (3) of the Transport Act 2000. See regulation 4 of and Schedule 3 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000/2853 as amended	15 June 2011	Final ratification and adoption at Full Council planned for Winter 2023. Final version having been amended based upon DfT Guidance, feedback from the consultation and Cabinet approval of final draft.
Pay Policy Statement	Sections 38 and 39 of the Localism Act 2011. See regulation 4 of and Schedule 3 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000/2853 as amended	Agreed for the financial year 1 April 2023 to 31 March 2024 by Full Council on 18 January 2023.	By no later than 31 March 2024 for the financial year 1 April 2024 to 31 March 2025.
Plan or strategy for the control of the local authority's borrowing, investments or capital expenditure	See regulation 4 (1) (b) of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000/2853 as amended	Investment Strategy & Capital Strategy both approved by Full Council 22 February 2023	February 2024

Plan or strategy for determining the local authority's minimum revenue provisions	See regulation 4 (1) (b) of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000/2853 as amended	Contained within the Capital Strategy approved by Full Council 22 February 2023	February 2024
Youth Justice Plan	Section 40 of the Crime and Disorder Act 1998. See regulation 4 of and Schedule 3 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000/2853 as amended	Agreed for 2022/2023 on 20 July 2022.	Year 2023/2024 due 2023. The Plan is required to be submitted to the Youth Justice Board by 30 June 2023.
Any other plan or strategy that is required by law or which the Full Council determines* should be a Policy Framework document and adopted or approved by Full Council			

Other plans and strategies which need Full Council approval include:

<u>Name of Policy</u>	<u>Commentary</u>	<u>Last Agreed</u>	<u>Next Due for Full Council Decision</u>
Statement of Licensing Policy	See sections 5 and 7(2) (a) of the Licensing Act 2003.	January 2019	January 2024

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Agenda Item Introduction

Committee

CORPORATE SCRUTINY COMMITTEE

Date

7 MARCH 2023

Topic

**COUNCIL TAX PREMIUMS ON SECOND HOMES AND
EMPTY PROPERTIES**

BACKGROUND

The Government's Levelling Up and Regeneration Bill, which was announced in May 2022, will give Councils the power to introduce a 100% Council Tax premium on second homes. In order for the premium to be implemented in 2024, the bill must have received Royal Assent by 1 April 2023.

At the 10 January 2023 Corporate Scrutiny committee meeting the Chairman requested the committee look at the topic of Council Tax Premiums on Second Homes and Empty Properties ahead of it going to Cabinet in March 2023.

FOCUS FOR SCRUTINY

- What are the rights held by Councils with regards to raising a premium (and what are the requirements for the implementation of this)?
- What is the situation in other Councils? Have others opted to raise the premium and is the impact of the implementation known?
- What are the options for raising the premium on the Island and what are the risks/benefits associated with those options?
- What are the next steps if action is to be taken to raise a premium?

OUTCOME

Do members wish to support the proposed recommendations or report any comment to Cabinet.

APPROACH

A Cabinet report to be submitted to the committee.

APPENDICES ATTACHED

Second Homes Premium Report
Appendix 1: EIA Second Homes & Empty Properties

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Cabinet Report / Full Council

Date **9 MARCH 2023**

Title **COUNCIL TAX PREMIUMS OF SECOND HOMES AND EMPTY PROPERTIES**

Report of **CABINET MEMBER FOR STRATEGIC FINANCE, TRANSFORMATIONAL CHANGE AND CORPORATE RESOURCES**

EXECUTIVE SUMMARY

1. The Levelling Up and Regeneration Bill was given its first reading in the House of Commons on 11 May 2022, its aim to devolve power and give local leaders and communities the tools they need to make better places. It has since completed readings and committee stages in the House of Commons and has now progressed to the House of Lords.
2. The Bill will also empower if enacted, Councils to apply a council tax premium of up to 100 per cent on any home left empty for longer than a year, rather than two thereby encouraging more empty homes back into productive use.
3. The Bill if enacted, also recognises the impact that high levels of second home ownerships can have in some areas and will introduce a new discretionary council tax premium on second homes of up to 100 per cent.
4. Billing authorities wishing to adopt any changes arising from the Bill are required to make a Council resolution confirming their requirements at least 12 months prior to the financial year in which the changes will come into effect meaning that the Bill will need to obtain Royal Assent prior to 31 March 2023, to adopt the changes for the year commencing 1 April 2024. Such a resolution can only be made once the legislation is in force.
5. Billing authorities must adopt policies for the application of council tax premiums, so this report aims to inform councillors there is forthcoming legislation to apply council tax premiums on empty properties and second homes on the Island.

RECOMMENDATION

- | |
|--|
| <ol style="list-style-type: none">6. Cabinet notes that the Department for Levelling Up Housing and Communities is sponsoring a bill to provide legislation that enables Local Authorities to apply premiums to second homes and empty properties. |
|--|

7. Cabinet notes its support for this aspect of the bill and further notes the statutory powers it would provide to Local Authorities if the bill is enacted.
8. The Cabinet advises Full Council that, should the Levelling Up and Regeneration Bill become law, a further paper will be presented to Full Council regarding the earliest possible implementation of premiums on second homes and empty properties.

BACKGROUND

9. The Government encourages all billing authorities to adopt council tax premiums on empty properties with a view to incentivising property owners to bring those properties back into use. Premiums can be charged currently where properties are left unoccupied and unfurnished for periods exceeding two years.
10. In May 2022 the Government published the Levelling Up and Regeneration Bill (the Bill). The Bill includes proposals aimed at further addressing empty properties through the application of council tax premiums, in addition to measures that recognise the impact that high levels of second home ownership can have in some areas.
11. Through the Bill it is the Government's intention to:
 - (a) Reduce the minimum period for the implementation of a council tax premium for empty properties from two years to one year and
 - (b) Allow Councils to introduce a Council Tax premium of up to 100 per cent in respect of second homes
12. The changes outlined in paragraph 8 are subject to the Bill receiving Royal Assent. In its current form the Bill requires billing authorities to make a resolution confirming their intentions on the application of the premiums at least 12 months prior to the financial year in which the changes will come into effect.
13. The Bill continues to make its way through Parliament and currently sits at the committee stage of the House of Lords.
14. This report seeks to inform of the proposed council tax premiums as set out within the Bill, subject to Royal Assent being obtained.
15. Recent years have seen an increase in second home/holiday home ownership and a rise on 'staycations and short-term lets. These factors have reduced the availability of housing on the Island. Second home ownership across the Island is significant and is recognised to have a negative impact in terms of the supply of homes available to meet local housing needs.
16. Initial analysis shows that the application of a 100 per cent premium on second homes could generate additional council tax revenue in excess of £6 million and a further £286,897 for empty properties as detailed in the tables below.

17. Table 1: Potential council tax revenue generated from a 100% premium on second homes Figures correct as of 21 February 2023

Properties	Number of properties	Current Value £	Value with 100% premium £
Band A	346	497,719	995,438
Band B	499	836,348	1,672,696
Band C	515	978,671	1,957,342
Band D	546	1,167,184	2,334,368
Band E	427	1,109,264	2,218,529
Band F	254	779,835	1,559,671
Band G	179	632,435	1,264,871
Band H	21	89,328	178,656
Total	2787	6,090,784	12,181,571 *

* excludes any amount for non-collection

18. Table 2: Potential council tax revenue generated from a 100% premium on properties empty more than one year but less than 2 years Figures correct as of 21 February 2023.

Properties	Number of properties	Current Value £	Value with 100% premium £
Band A	24	34,595	69,191
Band B	29	55,170	110,341
Band C	31	60,661	121,323
Band D	22	34,595	69,191
Band E	17	59,441	118,882
Band F	10	35,318	70,636
Band G	2	7,114	14,228.24
Band H	0	0.00	0.00
Total	135	286,894	573,792

In 2025/26, the Isle of Wight Council will keep approximately 81% of the Council Tax that it collects. The Police and Crime Commissioner will keep approximately 11% the Isle of Wight Fire Authority will keep 3% and Town, Parish and Community Councils will keep approximately 5%.

19. Income generated from the premium would be shared across all preceptors although the majority of revenue would benefit the Island.
20. A number of concerns have been raised in regard to whether the application of a second homes premium might encourage Council Tax “avoidance”, for instance by the owners of such properties transferring the property to business rates. Given that the Council Tax rates for second homes mirror those of main residences there may also be issues with the current classification of properties within each district’s Council Tax system, and the application of a second homes premium may prompt owners to reclassify properties for genuine reasons; reducing the potential revenue that might be derived from the premium and the figures quoted in the tables detailed on

page 4. Paragraphs 19 and 20 provide further detail on the checks that are in place to ensure that the classification of properties remains accurate according to its use and therefore is charged appropriately.

21. Currently, properties that are available to let for more than 20 weeks (140 days) in a calendar year can be rated as business rates by the Valuation Office Agency (VOA). The only detail needed to support such a claim is evidence of an advertisement for let for the property. From April 2023 these criteria will still apply but additionally it must be demonstrated that the property was available to let for more than 20 weeks in the previous year, and proof must be provided that the property was actually let for short periods totalling at least 70 days. The burden of providing evidence to support future changes will be the homeowners and will be verified by the Council and reported to the VOA. This change should ensure that any properties transferring from Council Tax to Business Rates relate to genuine circumstances where the property is being utilised for business purposes.
22. Another concern that has been mooted is that couples who own second homes may claim that they are living separately and are single occupants of each respective property. If such cases arise there will be mechanisms available to the council to check the circumstances giving rise to any discount or exemption claimed, including single person discounts. These circumstances can be verified against the information that has been supplied to the council to claim the reduction. Financial penalties can be imposed where false information is provided and will assist in ensuring that data held is accurate.
23. Legislation to apply a 100 per cent premium on second homes was introduced in Wales in 2017/18 and the premium was paid on 24,873 properties in the 21/22 year. This number had increased across Wales by 2,005 from the number recorded at the outset of the scheme in 2017/18. Some areas, which historically had the highest number of second homes have seen a downward adjustment to the number of recorded second homes and the maximum recorded reduction in any area is 9%. It is uncertain whether these downward trends have been triggered by avoidance loopholes or are evidence that the premiums have achieved one of the intended outcomes of bringing second homes back into use as mainstream housing provision.
24. The second homes figures in Wales suggest that regardless of any avoidance issues that might remain within the system there should still be sufficient incentive for the Council to consider a Council Tax premium on second homes in order to help address the issues caused by second home ownership within the area.

CORPORATE PRIORITIES AND STRATEGIC CONTEXT

25. Provision of affordable housing for Island Residents

The Island is facing a housing crisis. Since the onset of the pandemic over 80 per cent of its private rented stock has become unavailable for long term lets. Approximately 15,000 households struggle to accommodate themselves in the local housing market.

Those on the lowest incomes and highest needs struggle to afford current market rents and prices, well below the Government's accepted standard definition of affordable housing. Hence by reducing the amount of time a property can be empty and introducing a premium on second homes we can potentially bring empty properties back into use sooner and increase the charge for second homes thereby discouraging their use and the impact this has on local communities.

Responding to climate change and enhancing the biosphere

26. Adopting the council tax premiums for empty properties and second homes will not impact on climate change.

Economic Recovery and Reducing Poverty

27. The Council intends to take full advantage of the powers within legislation to gain additional revenue to fund services for Island communities in order to support its most vulnerable residents.

28. Impact on Young People and Future Generations

The bill if enacted, may provide additional housing benefits for future generations in the long term.

CONSULTATION

29. There is no requirement for any consultation as this change is subject to a change in legislation.

FINANCIAL / BUDGET IMPLICATIONS

30. Implementing the powers provided by the new legislation will increase revenue. So, it is estimated that:
 - (a) The implementation of a 100 per cent premium for properties empty for more than one year but less than 2 years is £286K.
 - (b) Applying a second home premium of 100 per cent is estimated to generate additional income in excess of £6 million.

LEGAL IMPLICATIONS

31. This report is subject to the Levelling Up and Regeneration Bill and will be governed by legislation if Royal Assent is granted.

EQUALITY AND DIVERSITY

32. An Equality Impact assessment is attached to the report.

OPTIONS

33. The options for consideration are as follows:

34. OPTION 1-
- (i) Cabinet notes that the Department for Levelling Up, Housing and Communities (DLUHC) is sponsoring a bill to provide legislation that enables Local Authorities to apply premiums to second homes and empty properties
 - (ii) Cabinet notes its support for this bill and further notes the statutory powers it would provide to Local Authorities if the bill is enacted
 - (iii) The Cabinet advises Full Council that, should the Levelling Up and Regeneration Bill become law, a further paper will be presented to Full Council regarding the earliest implementation possible of premiums on second homes and empty properties.
35. OPTION 2 - Not to make any comment in relation to the bill until such time as it is enacted.

RISK MANAGEMENT

36. By not taking advantage of the legislation when enacted, the Council is not maximising the opportunity to collect further income to fund local services to meet the needs of its residents.
37. There is the risk that liable parties for council tax will try to avoid these premiums but there are processes and checks in place to ensure that fraud is not being committed.

EVALUATION

38. The Levelling Up and Regeneration Bill intends to provide additional powers for councils to implement premiums for empty properties and second homes in order to improve outcomes for local people by means of providing more housing or to generate more income to support local services where empty properties and second homes are retained. It would be remiss of the council not to take advantage of the ability to raise additional revenue for the good of Island residents.

APPENDICES ATTACHED

39. Appendix 1 - Equality Impact Assessment

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SHARON BETTS
Director of Corporate Services

(CLLR) CHRIS JARMAN
*Cabinet Member for Strategic Finance,
Transformational Change and Corporate
Resources*

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Equality Impact Assessment Template

Before carrying out an Equalities Impact Assessment (EIA), you should familiarise yourself with the [guidance](#). This document should be in **plain English**, include **Stakeholder** involvement and be able to stand up to **scrutiny** (local and/or court) if/when challenged to ensure we have met the councils public sector equality duty.

An Equality Impact Assessment (EIA) should be completed when you are considering:

- developing, reviewing or removing policies
- developing, reviewing or removing strategies
- developing, reviewing or removing services
- developing, reviewing or removing a council function/system
- commencing any project/programme

Assessor(s) Name and job title:

Debbie Vallas / Erin Rhodes Benefits Managers

Directorate and Team/School Name:

Name, aim, objective and expected outcome of the programme/ activity:

Name: Implementation of new legislation to introduce council tax premiums for second homes and properties empty for more than one year.

Aim: The government encourages all billing authorities to adopt council tax premiums on empty properties with a view to incentivising property owners to bring those properties back into use. Premiums can be charged currently where properties are left unoccupied and unfurnished for periods exceeding two years.

In May 2022 the Government published the Levelling Up and Regeneration Bill (the Bill). The Bill includes proposals aimed at further addressing empty properties through the application of council tax premiums, in addition to measures that recognise the impact that high levels of second home ownership can have in some areas.

Objective: Through the Bill it is the Government's intention to

- (a) Reduce the minimum period for the implementation of a council tax premium for empty properties from two years to one year and
- (b) Allow Councils to introduce a Council Tax premium of up to 100% in respect of second homes

Expected outcome: As a result of the implementation of the premiums it is anticipated that the supply of homes available to meet local housing needs will not only increase but that the revenue available to the council will also increase to fund services for its communities.

Reason for Equality Impact Assessment (tick as appropriate)	
This is a new policy/strategy/service/system function proposal	✓
This is a proposal for a change to a policy/strategy/service/system function proposal function (<i>check whether the original decision was equality impact assessed</i>)	N/A
Removal of a policy/strategy/service/system function proposal	N/A
Commencing any project/programme	1 April 2025

Equality and Diversity considerations

Describe the ways in which the groups below may be impacted by your activity (**prior to mitigation**). The impact may be negative, positive or no impact.

Protected Characteristic	Negative, positive or no impact (before mitigation/intervention) and why?	Does the proposal have the potential to cause unlawful discrimination (is it possible that the proposal may exclude/restrict this group from obtaining services or limit their participation in any aspect of public life?)	How will you advance the equality of opportunity and to foster good relations between people who share a protected characteristic and people who do not.	What concerns have been raised to date during consultation (or early discussions) and what action taken to date?	What evidence, analysis or data has been used to substantiate your answer?	Are there any gaps in evidence to properly assess the impact? How will this be addressed?	How will you make communication accessible for this group?	What adjustments have been put in place to reduce/advance the inequality? (<i>Where it cannot be diminished, can this be legally justified?</i>)
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Age (restrictions/difficulties both younger/older)	No impact	No	Council tax is payable by the owner and residents of properties. These premiums	This is a legislative change afforded by the Levelling Up Bill May 2022 so			Amendment to the policy will be communicated to the council taxpayers by means of information	

			will apply where the property is no one's main residence to all charge payers so will not adversely affect people who have a protected characteristic	there is no consultation required.			detailed on their bills and via the council's website.	
Disability a) Physical b) Mental health (must respond to both a & b)	No impact	No						
Race (including ethnicity and nationality)	No impact	No						
Religion or belief (different faith groups/those without a faith)	No impact	No						
Sex (Including Trans and non-binary – is your language inclusive of trans and non-binary people?)	No impact	No						
Sexual orientation (is your language inclusive of LGB groups?)	No impact	No						
Pregnancy and maternity	No impact	No						

Marriage and Civil Partnership	No impact	No						
Gender reassignment	No impact	No						

In order to identify the needs of the groups, you will need to review data, statistics, user feedback, population data, complaints data, staffing data (SAPHRreports@iow.gov.uk), community/client data, feedback from focus groups etc. When assessing the impact, the assessment should come from an evidence base and not through opinion or self-knowledge.

H. Review

How are you engaging people with a wide range of protected characteristics in the development, review and/or monitoring of the programme/ activity?

Date of next review:

H. Sign-off

Head of Service/Director/Headteacher sign off & date:

Name: Sharon Betts
Date: 21 November 2022

Legal sign off & date:

Name:
Date: