

*Please ask for:*

**Lisa Young**

*Direct dial:*

**(023) 9254 5340**

*Fax:*

**(023) 9254 5587**

*E-mail:*

**[lisa.young@gosport.gov.uk](mailto:lisa.young@gosport.gov.uk)**

**16 March 2021**

## **S U M M O N S**

**MEETING:** Policy and Organisation Board  
**DATE:** 24 March 2021  
**TIME:** 6.00 pm  
**PLACE:** Virtually  
**Democratic Services contact:** Lisa Young

PAUL GRANT  
BOROUGH SOLICITOR AND MONITORING OFFICER

---

### **MEMBERS OF THE BOARD**

Councillor Mrs Huggins (Mayor) and Councillor Hook (Chairman)  
Councillor Burgess (Vice-Chairman)

Councillor Ms Ballard	Councillor Mrs Hook
Councillor Bateman	Councillor Hylands
Councillor Burgess	Councillor Jessop
Councillor Chegwyn	Councillor Murphy
Councillor Mrs Cully	Councillor Philpott
Councillor Foster-Reed	Councillor Mrs Prickett
Councillor Herridge	Councillor Raffaelli
Councillor Mrs Hook	

**NOTE:**

- i. Councillors are requested to note that, if any Councillor who is not a Member of the Board wishes to speak at the Board meeting, then the Borough Solicitor is required to receive not less than 24 hours prior notice in writing or electronically and such notice shall indicate the agenda item or items on which the member wishes to speak.
- ii. Please note that mobile phones should be switched off or switched to silent for the duration of the meeting.
- iii. This meeting may be filmed or otherwise recorded. By attending this meeting, you are consenting to any broadcast of your image and being recorded.

## AGENDA

RECOMMENDED  
MINUTE FORMAT

1. APOLOGIES FOR NON-ATTENDANCE
2. DECLARATIONS OF INTEREST
3. MINUTES OF THE MEETING OF THE BOARD HELD ON 2 FEBRUARY 2021.
4. DEPUTATIONS - STANDING ORDER 3.4

*(NOTE: The Board is required to receive a deputation(s) on a matter which is before the meeting of the Board provided that notice of the intended deputation and its object shall have been received by the Borough Solicitor by 12 noon on Monday, 22 March 2021. The total time for deputations in favour and against a proposal shall not exceed 10 minutes).*

5. PUBLIC QUESTIONS - STANDING ORDER 3.5

*(NOTE: The Board is required to allow a total of 15 minutes for questions from Members of the public on matters within the terms of reference of the Board provided that notice of such Question(s) shall have been submitted to the Borough Solicitor by 12 noon on Monday, 22 March 2021).*

6. TREASURY MANAGEMENT ANNUAL REVIEW 2019/20  
PROGRESS REPORT 2020/21 AND PRUDENTIAL INDICATORS

The annual treasury report is a requirement of the Council's reporting procedures and covers the treasury activity for 2019/20 together with an in year review 2020//21. The report also includes the Prudential Indicators for 2019/20 in accordance with the requirements of the Prudential Code.

***This report would ordinarily go to the Policy and Organisation Board between September and December but due to the extended timetable for production of the annual accounts arising from the Covid 19 pandemic and then commencement of the budget process this report was deferred.***

7. TREASURY MANAGEMENT STRATEGY MRP POLICY 2021/22

This report outlines the Council's policy for charging unfinanced capital expenditure to revenue (MRP) together with the expected treasury operations for this period. It fulfils a key legislative requirement.

8. PERSISTENT AND VEXATIOUS COMPLAINTS POLICY

This report sets out a proposal for a persistent and vexatious complaints policy to use specifically in relation to complaints and enquiries which are persistent and vexatious, which may include abusive and offensive communications with the Council.

9. NOTIFICATION OF URGENT DECISION TO APPROVE THE AWARD THE CONTRACT FOR LEASED SUPPLY AND MAINTENANCE OF VEHICLES

The Council's Constitution sets out at paragraph 3.7 Part 3 Schedule 10 that the Chief Executive has the following power:

***“Authority to take any action on urgent matter which would otherwise require reference to or consultation with the Council, a Board or Committee, if there is no such time for such reference or consultation to be made provided the Section 151 Officer and Monitoring Officer agree to the proposed course of action before it is decided. All such decisions shall be reported to the next meeting of the Council, Board or Committee”.***

This power has in turn been delegated by the Chief Executive to the Assistant to the Chief Executive.

The Council has explored a number of procurement options for the vehicles needed to support the DSO-operated grounds maintenance function. Due to difficulty in obtaining competitive quotations, partly as a result of the Covid-19 global pandemic and the uncertainty around Brexit, the Chief Executive exercised the above power in order to award the lease contract for the necessary vehicles using the Negotiated Procedure, without prior advertisement, with U-lease and negotiate a contract on a direct award basis.

10. ANY OTHER ITEMS