

RESOLUTIONS OF THE OVERVIEW AND SCRUTINY COMMITTEE: 20 JANUARY 2015

Part 1: Outstanding Resolutions

Ref	Resolution	Response/Outcome	State of Play
Min 90 Mar 13	<p>Common Housing Allocation Scheme (CHAS) That the Head of Housing and Public Protection Service be requested to:</p> <ul style="list-style-type: none"> • make any statistics regarding rent arrears available to members of this Committee; • make the SIAS report on use of discretion available to members of this Committee; • report back to this committee 6-12 months after implementation of the new CHAS to advise on the effect of the changes including any cost saving or expenses implications. 	The Common Housing Allocation Scheme was introduced on 7 March 2013 and the Housing Team will provide an update to the Committee at its meeting in January 2015.	On the agenda for January's meeting
Min 15 Jun 13	<p>Task and Finish Group on Grants That, once reviewed, the document presented to the Task and Finish group on the Council's Grant Process and Related Community Benefit entitled Grants from North Hertfordshire District Council (or a suitable web link to the document) be circulated to all Members of the Council.</p>	A report on the Grants Policy review was presented to the Committee at its meeting in July 2014. There are a number of further changes needed before the guidance notes are finalised and can be circulated to members.	Deferred until June 2015
Min 42 Sept 14	<p>DBS Checks For NHDC Councillors – Policy Position That the Head of Policy and Community Services be requested to include a review of the policy for Disclosure Barring Service checks on elected Members and any proposal for change in the annual review of Safeguarding, due to be presented to this Committee in July 2015.</p>	Passed to the Head of Policy and Community Services for action.	Pending - due July 2015

Min 43 Sept 14	<p>Work Programme That the Scrutiny Officer be requested to ascertain the appropriate timing to review the performance criteria regarding the Waste and Street Cleansing Contract;</p>	The process of setting performance criteria and other requirements will be considered after December's Cabinet meeting and the outcome of any subsequent report on the business case which will go to March's Cabinet. The Waste Services Team will look to publish a timeline for members in March which will indicate when any consultation will take place.	Pending – revisit before March 2015
Min 48 Dec 14	<p>Chief Inspector for North Hertfordshire</p> <ul style="list-style-type: none"> • That the Head of Development and Building Control be asked to ensure that consideration is given to crime issues when new builds are developed; • That the Scrutiny Officer be requested to liaise with Hertfordshire Constabulary to discuss and develop closer working relationships between the police, elected Members and the local community. 	<p>Passed to the Head of Development and Building Control for consideration.</p> <p>The Scrutiny Officer has written to the Chief Inspector about this issue and will report back to the Committee in due course.</p>	<p>In hand</p> <p>In hand</p>
Min 54 Dec 14	<p>The Community Trigger – Anti-Social Behaviour, Crime And Policing Act 2014 <i>Recommended to Cabinet:</i></p> <ul style="list-style-type: none"> • That Cabinet adopt the following as the community trigger for North Hertfordshire: “Three reports from an individual about separate incidents within a six month period or three individuals have separately reported anti-social behaviour within a six month period”; • That Cabinet approves the North Hertfordshire Homes Co-option onto the North Hertfordshire Community Safety Partnership with statutory responsibility for conducting anti-social behaviour case reviews; • That the Head of Housing and Public Protection be delegated responsibility to approve the case review procedures, in 	<p>The Portfolio Holder for Community Engagement and Rural Affairs thanked the Overview and Scrutiny Committee for its support in this matter.</p> <p>Cabinet accepted the Committee's recommendations and resolved that the following be adopted as the community trigger for North Hertfordshire:</p> <ul style="list-style-type: none"> • “Three reports from an individual about separate incidents within a six month period or three individuals have separately reported anti-social behaviour within a six month period”; • That North Hertfordshire Homes' co-option onto the 	Committee to note

	<p>consultation with the relevant Portfolio Holder;</p> <ul style="list-style-type: none"> • That the Head of Housing and Public Protection be delegated responsibility to represent the Council in relation to any case review applications. 	<p>North Hertfordshire Community Safety Partnership, with statutory responsibility for conducting anti-social behaviour case reviews, be approved;</p> <ul style="list-style-type: none"> • That the Head of Housing and Public Protection be delegated responsibility to approve the case review procedures, in consultation with the relevant Portfolio Holder; and • That the Head of Housing and Public Protection be delegated responsibility to represent the Council in relation to any case review applications. 	
Min 57 Dec 14	<p>Mid Year Monitoring Report on Projects in the Priorities for the District 2014/15</p> <p>That the Performance and Risk Manager be requested to include key target dates in future reports;</p>	Passed to the Performance and Risk Manager for action	Committee to note
Min 58 Dec 14	<p>Work Programme</p> <ul style="list-style-type: none"> • That the Scrutiny Officer be requested to contact all Members of the Committee for suggestions regarding the focus of the presentation by the Portfolio Holder for Planning and Enterprise to the Overview and Scrutiny Committee meeting due to be held on 20 January 2015; • That, in respect of the draft Scope regarding the proposed Task and Finish Group on Commercialisation of Council Services, the Scrutiny Officer be requested to liaise with the Chairman of this group, the Chairman of the Committee and the lead officer in order to finalise the Scope and suggest inclusion of: <ul style="list-style-type: none"> ○ Potential witnesses – add witnesses from Unison, Careline, Building Control and the proposed North Hertfordshire Crematorium; 	<p>Two suggestions were received - on trees and high hedges; and the decommissioning of solar panels and wind turbines – which have been passed to the Portfolio Holder for Planning and Enterprise.</p> <p>Discussions about the content and handling of the task and finish group are ongoing.</p>	<p>Complete</p> <p>In hand</p>

	<ul style="list-style-type: none"> ○ Key Questions – add witnesses from members of the public, particularly with regard to Question 5; ○ ● That the following item on the Forward Plan be considered by the Overview and Scrutiny Committee: Building Control – Hertfordshire Consortium – Business Case, due to be considered by Cabinet on 27 January 2015 	At the time of writing, it is likely that this item will be deferred. The Committee will receive an oral report from the Portfolio Holder for Planning and Enterprise in January.	In hand. Added to work programme for March
Min 59 & 61 Dec 14	<p>Update on Negotiations for New Leases of Three Community Centres</p> <ul style="list-style-type: none"> ● That the Overview and Scrutiny welcomed the report and that it was considered as a draft report; ● That the Head of Finance and Asset Management be requested to include the following information in the final report: <ul style="list-style-type: none"> ○ Previous expenditure on the buildings mentioned; ○ Costs for the necessary repair work needed; ○ Usage of the buildings mentioned; ○ How many Community Centres presented accounts to NHDC; ○ How many Community Centres were in receipt of rate relief; ○ How many Community Centres were in receipt of discretionary rate relief. ● That the Overview and Scrutiny Committee were minded, on the information contained in the draft report, to support recommendations 2.1 (i) and 2.2 (i) as detailed in the report. ● That the Head of Finance and Asset Management be requested to present the final report to this Committee for consideration at it's meeting due to be held on 20 January 2015. 	A revised report will be presented to the Committee on 20 January 2015.	Committee to note

Part 2: Update on Highways Task and Finish Group Report

The report made 11 recommendations, seven of which were addressed to the County Council and four 4 of which (5, 6, 8 & 10) were for consideration by NHDC

The Portfolio Holder for Highways and Transport at Herts County Council:

- rejected recommendation (1);
- accepted recommendations (2) and (4);
- noted recommendation (3) and promised to expedite it but was unable to provide a timetable for its implementation;
- noted recommendation (9) and
- provided a narrative response to the remaining two recommendations as set out below:
 - (7) I can advise you that the County Council’s customer service standards are to aim to respond to enquiries (emails or letters) within ten working days. An initial response to phone calls should be made within three working days.
 - (11) Redundant street furniture is removed from a stretch of road when a significant improvement or maintenance project is undertaken.

NHDC’s Cabinet accepted recommendations 5, 8 and 10; and rejected recommendation 6.

Recommendations of the Highways Task and Finish Group Report	Executive Member / NHDC Cabinet Response	Update/Action
1. That the performance data and indicators used to measure Hertfordshire Highways performance are explained and provided to the Scrutiny Officer at regular and appropriate intervals by the County Council for dissemination to District Councillors.	HCC – rejected. Cllr Douris said: “I believe that the appropriate way for this service to be performance managed is through its management and the County Council. Updates will be provided at the Highways Liaison meetings.”	Not applicable
2. That County Council’s highways officers be requested to provide a training session for NHDC’s Planning Committee members to:	HCC - accepted	Completed. A briefing was organised for Planning Committee members in the autumn.

<ul style="list-style-type: none"> • enable committee members to better understand the reasons and legislation behind recommended planning conditions and/or comments made upon applications; and • identify a feedback process whereby councillors can impart local knowledge to County officers <p>3. That Hertfordshire Highways be asked to clarify their policy position with regard to 'structures on the highway' (specifically around applications for consent and enforcement) within two months of receipt of this report. Should there be no current policy for specific/all structures in specific/all towns and villages then they are requested to clarify the date when such a policy may come into force.</p> <p>4. That the draft and final Forward Works Programmes and Integrated Works Programmes are forwarded by the County Council to the Scrutiny Officer at regular and appropriate intervals for dissemination to District Councillors.</p> <p>5. That the highways fault reporting link on the NHDC website linking to the HCC website is given greater priority on NHDC's website and that the keyword search criteria be reviewed to include common used words e.g. pothole.</p>	<p>HCC – noted this recommendation. Cllr Douris said: “I note your request and will expedite this but regret that I am unable to give a date at this point.”</p> <p>HCC – accepted. Cllr Douris said: “The Monthly bulletin is currently passed to Louise Symes, Christine Phillips and Sarah Dobor. I have now arranged for Mr Sullivan, your Scrutiny Officer to be added to the distribution list. The list can be disseminated and passed to those members for whom there is interest in this information.</p> <p>NHDC – accepted.</p>	<p>HCC has introduced a voluntary code of practice in respect of structures on the highway. Discussions between HCC and NHDC are ongoing.</p> <p>Not implemented.</p> <p>On the new website, due to go live at the end of March 2015, there will be a section called Highways, Streets and Transport (final section name still to be decided). This section will be</p>
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<p>6. That training be requested from the County Council for NHDC's Customer Service Centre staff with regard to navigating the County website, specifically the highway sections, to enable NHDC staff to better assist North Herts' residents with regard to on-going/proposed works to the highway, fault reporting and officer contacts.</p> <p>7. That the County Council's customer service standards are disseminated to all Councillors, specifically with regard response times for enquiries.</p> <p>8. That current good practice with regard to the raising of highway issues and possible funding streams (Highway Locality Budgets) undertaken at Area Committee</p>	<p>NHDC - rejected</p> <p>HCC provided a narrative response. Cllr Douris said: "I can advise you that the County Council's customer service standards are to aim to respond to enquiries (emails or letters) within ten working days. An initial response to phone calls should be made within three working days.</p> <p>NHDC – accepted.</p>	<p>accessible from the homepage and will have a clear link through to the Highways Online Fault reporting. The issue of keyword search will be addressed by including some of the keywords in the text of the page e.g. potholes, street-lights etc. This will enable the search facility to pick up those words so that they are included in the search.</p> <p>Not applicable</p> <p>No further action</p> <p>Complete. This was raised as good practice at the six monthly Area Committee Chairs' meeting on 9 October. A standard paragraph is</p>
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<p>meetings is shared between all Area Committees.</p> <p>9. That current good practice with regard to the communication of highway matters (specifically consultations) be shared amongst all County Councillors.</p> <p>10. That all District Councillors are made aware of the process for including relevant items on the agenda of the Highway Liaison Meetings.</p> <p>11. That the process to remove redundant, temporary and permanent signs on the highway be clarified by the County Council, in order to reduce the amount clutter in the street scene.</p>	<p>HCC noted this recommendation. Cllr Douris said: “We have introduced a range of communication devices which help to inform County Councillors.”</p> <p>NHDC – accepted.</p> <p>HCC provided a narrative response to this recommendation. Cllr Douris said: “Redundant street furniture is removed from a stretch of road when a significant improvement or maintenance project is undertaken.”</p>	<p>included within the community update report to each area committee so that any issues can be raised, including possible funding streams.</p> <p>No further action.</p> <p>Complete. The Chairman of NHDC’s Highways Liaison Meeting has informed attendees about the process for requesting agenda items.</p> <p>No further action</p>
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Part 3: Ongoing Resolutions

Ref	Resolution
Min 13 June 2012	Corporate Priorities That the Finance and Risk Manager provide comprehensive comments on exceptions in future reports.
Min 17 June 2012	Portfolio Holders That the Scrutiny Officer request that Portfolio Holders circulate a brief overview of their presentation to all members of the Overview and Scrutiny Committee prior to the meeting;
Min 27 July 2012	Resolutions Report That the Scrutiny Officer identify in future reports which resolutions are considered by Cabinet and which are referred to officers; That the Scrutiny Officer ensure no further actions could be taken regarding a resolution before marking it as completed;
Minute 29 July 2012	Scoping Documents That the Scrutiny Officer includes a heading entitled "Community Engagement" on all future scoping documents to ensure outcomes for the public are considered.
Min 72 Jan 13	Updates That updates be circulated to all Members of the Committee and, should any Members feel that discussion is needed, they contact the Chairman to ask for an item to be placed on the next agenda;
Min 78 Jan 13	Task and Finish Groups That the scope of future task and finish groups include a "green" element wherever possible.
Min 10 Jun 13	Regulation of Investigatory Powers Act That the Acting Corporate Legal Manager be requested to include more detail in future update reports such as circumstances that led to authorisations being sought and reasons for authorisations not being used.

Min 11 Jun 13	Safeguarding That the Head of Policy and Community Services be requested to provide an update on Safeguarding Performance annually.
Min 14 Jun 13	Performance Indicator Report 2012/13 That the Performance and Risk Manager be requested to include details of the number of homeless people that NHDC were able to help in future Performance Indicator reports.
Min 25 July 13	Call Ins (Feasibility of a Crematorium at Wilbury Hills Cemetery) That the Committee and Member Services Officer be requested to circulate any call-in request with the agenda in future.
Min 29 July 13	Year End Monitoring Report on Projects in the Priorities for the District 2012/13 That future monitoring of projects in the Priorities for the District reports be considered by the Overview and Scrutiny Committee with exceptions being referred to Cabinet.