

RESOLUTIONS OF THE OVERVIEW AND SCRUTINY COMMITTEE: 19 JANUARY 2016

Part 1: Outstanding Resolutions

| Ref | Resolution | Response/Outcome | State of Play |
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| Min 15 Jun 13 | <p>Grant Aid</p> <p>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> | <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.</p> | <p>Cabinet report deferred until March 2016.</p> |
| Min 103 Mar 15 | <p>That the Portfolio Holder for Community Engagement and Rural Affairs be invited to attend the next meeting of this Committee, due to be held on 9 June 2015, to explain why the Review of the Council's Grant Aid and other Financial Support Policy has been deferred until December 2015.</p> <p>Recommendations of the Task and Finish Group</p> <ol style="list-style-type: none"> 1. The Council (or its area committees) should consider giving more direction on the priorities for grants, perhaps by setting clearer priorities and reviewing these regularly. 2. The Council should review its grants guidance notes to make sure they are fit for purpose and user friendly. 3. Officers should make clear reference to the appropriate guidance note when making recommendations to area committees when they are considering grant applications. | <p>Cllr Hunter will attend the Committee's meeting in January 2016 to discuss this and other aspects of his portfolio.</p> | <p>Committee to note</p> |

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| | <p>4. Area committees should check whether grants have achieved the objective for which they were originally intended by receiving a formal annual report or similar from the CDO on the outcome of projects.</p> <p>5. Cabinet (or a relevant portfolio holder) should monitor whether recipients of grants covered by major MoUs have achieved their objectives and consider whether there should be closer member oversight through the Overview and Scrutiny Committee and/or a member working group.</p> <p>6. The role of NHDC appointees should be made clearer by means of a formal briefing note to such individuals and they should have a more prominent role in reporting back to the Council on the performance of major grant recipients. The mechanism for them doing so should be clearer.</p> <p>7 - There should be provision to award a new district-wide grant, and Cabinet should ask the Head of Policy and Community Services to investigate the practicalities of district-wide funding and report back to the Overview and Scrutiny Committee in due course.</p> <p>8. Minor MoUs should be reviewed within the scope of the other recommendations made in this report.</p> <p>9. The Council should review the designation of district wide and committee specific grants governed by MoUs to ensure they are correctly allocated.</p> <p>10. The allocation of grants to area committees should be updated to reflect the latest census data.</p> | | |
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| | <p>11. Cabinet should consider the terms of reference of the Rural Grants Fund to take into account the ability of parishes to raise more funds through their local precept.</p> <p>12 - The administration of the Rural Grants Fund should remain unchanged for two years, at which time Cabinet should consider whether it should be re-distributed into the relevant area committee budgets.</p> <p>13. The Council should calculate the actual and notional benefits which are given to community groups in addition to grant aid; and these figures should be made available to councillors when organisations apply for assistance from the council.</p> <p>14. Wherever possible area committees should be made aware of contemporaneous applications to other grant awarding bodies when considering applications. The application form should ensure this aspect is covered.</p> <p>15. Cabinet should consider whether area committees, with the support of the Community Development Team, might be better placed to identify projects which could be funded by section 106 monies and unilateral undertakings.</p> | | |
| <p>Min 59 & 61 Dec 14</p> | <p>Update on Negotiations for New Leases of Three Community Centres</p> <ul style="list-style-type: none"> • 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. | <p>A revised report will be presented to the Committee at a future date to be arranged.</p> | <p>Pending</p> |

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| | <ul style="list-style-type: none"> • 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. | | |
| Min 71 Dec 14 | <p>Hitchin Town Hall</p> <p>That, once matters regarding the Development Agreement between North Hertfordshire District Council and Hitchin Town Hall Limited had progressed, a further report be prepared for consideration by the Overview and Scrutiny Committee;</p> <p style="text-align: center;">and</p> <p>That the following items on the Forward Plan be considered by the Overview and Scrutiny Committee: North Hertfordshire Museum and Hitchin Town Hall Contractual Obligations, due to be considered by Cabinet at a date to be arranged.</p> | An update report was presented to Council on 3 September 2015. An earlier update was circulated via an Information Note in MIS on 28 August 2015. | Pending |
| Min 87 Jan 15 | | | |
| Min 84 Jan 15 | <p>Comments, Compliments and Complaints (3Cs)</p> <p>That the Customer Services Manager be requested to investigate if effective equalities information can be gathered from customers using the 3Cs process;</p> | The Customer Services Manager will provide an update at the Committee's meeting on 19 January 2016. | In hand |

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| Min 85 Jan 15 | Common Housing Allocation Scheme That the Head of Housing and Public Protection be requested to provide a further update on the implementation of the Common Housing Allocation Scheme, including equalities information in 12 months time. | This will be addressed when the Portfolio Holder for Housing and Environmental Health attends the Committee in June 2016. | In hand |
| Min 99 Mar 15 | Performance Indicator Monitoring Report – Third Quarter 2014 – 2015 That the Portfolio Holder for Housing and Environmental Health be invited to address the Committee, in particular regarding homelessness. | Noted. The Portfolio Holder for Housing and Environmental Health will attend the Committee's meeting in June 2016. | In hand |
| Min 102 Mar 15 | Resolutions of the Overview and Scrutiny Committee That the Committee consider, at the next meeting, due to be held on 9 June 2015, the timing of future Overview and Scrutiny meetings in relation to Cabinet meetings. | Noted. This item has been deferred to the Committee's meeting in March which reviews the Committee's work over the previous year. | In hand |
| Min Sept 15 | Task and Finish Group on the Commercialisation of Council Services That the Task and Finish Group on Recharges be requested to consider the comments made by this Task and Finish Group regarding the constraints that recharging can cause. That the Task and Finish Group report on the Commercialisation of Council Services and the appended recommendations be approved and considered by Cabinet on 10 November 2015; | Noted by the Scrutiny Officer Cabinet resolved: 1. That the report on Commercialisation of Council Services be noted, and the Task and Finish Group be thanked for their work; 2. That the Council should continue to pursue income generation opportunities where it has the skills, experience and resources to do so. These should be | In hand Committee to note and revisit by July 2016 |

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| | <p><u>Recommendations</u></p> <ol style="list-style-type: none"> 1. The Council should appoint a senior commercial manager to lead and coordinate its commercial activities; and to identify and develop new commercial opportunities. 2. The Council should appoint a high level commercial board comprised of councillors, officers and others with commercial experience. The board can advise the Cabinet about the feasibility of commercial opportunities and review the performance of existing ones. 3. The Council should pursue income generation opportunities where it has the skills, experience and resources to do so. These should be compatible with the Council's strategic objectives, and at a level of risk which would not threaten the Council's core services in the event of an enterprise's failure. 4. The Council should explore the possibilities of property investment as a means of generating revenue. 5. The Council should use the expertise of its strategic partners to help manage its property portfolio. 6. The Council should review its assets register to understand whether any of them could be used for property development or other commercial purposes. 7. Commercial activities should bear the true cost - but no more than that – of any support they receive from the Council. | <p>compatible with the Council's Strategic Objectives and at a level of risk which would not threaten the Council's core services in the event of an enterprise's failure;</p> <ol style="list-style-type: none"> 3. That the Council should review its assets to understand whether any of them could be used for commercial purposes, including property development; 4. That a Project Board be established, to advise the Cabinet on the best method for this Council to deliver the opportunities identified in Resolutions (2) and (3) above and further consider the recommendations identified in the Task and Finish Group report on Commercialisation of Council Services; and 5. That the Project Board will present its recommendations to Cabinet at its regular meeting in June 2016. | |
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| | <p>8. The Council should review its training programmes for senior and other key staff to include more commercial training, networking and mentoring activities.</p> <p>9. The Council should have a scheme that recognises officers who make useful commercialisation proposals or make significant contributions to their success.</p> | | |
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Part 2: Ongoing Resolutions

| Ref | Resolution |
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| Min 13 June 2012 | <p>Corporate Priorities That the Finance and Risk Manager provide comprehensive comments on exceptions in future reports.</p> |
| Min 17 June 2012 | <p>Executive members 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;</p> |
| Min 39 July 15 | <p>That the Scrutiny Officer be requested to ensure that each Executive Member includes some performance data in their presentations.</p> |
| Min 27 July 2012 | <p>Resolutions Report That the Scrutiny Officer identify in future reports which resolutions are considered by Cabinet and which are referred to officers;</p> <p>That the Scrutiny Officer ensure no further actions could be taken regarding a resolution before marking it as completed;</p> |
| Minute 29 July 2012 | <p>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.</p> |

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| Min 78 Jan 13 | That the scope of future task and finish groups include a "green" element wherever possible. |
| 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 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 Reports 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 39 July 15 | That the Performance and Risk Manager be requested to continue to provide regular Performance Indicator Monitoring reports although attendance at each meeting may not be required; |
| Min 25 July 13 | Call Ins That the Committee and Member Services Officer be requested to circulate any call-in request with the agenda in future. |
| Min 29 July 13 | 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. |
| Min 57 Dec 14 | That the Performance and Risk Manager be requested to include key target dates in future reports; |