

9 September 2016

Ref: HD/O&S/09.16  
Contact: Hilary Dineen  
Telephone: 01462 474353  
Email: [hilary.dineen@north-herts.gov.uk](mailto:hilary.dineen@north-herts.gov.uk)

To: The Members of the Overview and Scrutiny Committee of the North Hertfordshire District Council

(Councillors Cathryn Henry (Chairman), Steve Hemingway (Vice-Chairman), Ian Albert, Clare Billing, Bill Davidson, Steve Deakin – Davies, Elizabeth Dennis, Jean Green, S.K. Jarvis, Ben Lewis, Paul Marment, Gerald Morris, M.R.M. Muir, Janine Paterson, Frank Radcliffe and Valentine Shanley).

[Substitutes: Councillors John Bishop, Paul Clark, Simon Harwood, Lorna Kercher, Alan Millard, Mike Rice, Adrian Smith and Michael Weeks]

You are invited to attend a

## **MEETING OF THE OVERVIEW AND SCRUTINY COMMITTEE**

to be held in

**COUNCIL CHAMBER, COUNCIL OFFICES, GERON ROAD,  
LETCWORTH GARDEN CITY**

on

**TUESDAY, 20 SEPTEMBER 2016**

at

**7.30 p.m.**

Yours sincerely,



David Miley  
Democratic Services Manager

**AGENDA**  
**PART I**

<b>ITEM</b>	<b>PAGE</b>
<b>1. APOLOGIES FOR ABSENCE</b>	-
<b>2. MINUTES – 19 JULY 2016</b>	-
<p>To take as read and approve as a true record the Minutes of the meeting of the Overview and Scrutiny Committee held on 19 July 2015.</p>	
<b>3. NOTIFICATION OF OTHER BUSINESS</b>	-
<p>Members should notify the Chairman of other business which they wish to be discussed by the Committee at the end of the business set out in the agenda. They must state the circumstances which they consider justify the business being considered as a matter of urgency.</p> <p>The Chairman will decide whether the item(s) raised will be considered.</p>	
<b>4. CHAIRMAN'S ANNOUNCEMENTS</b>	-
<p>Members are reminded that any declarations of interest in respect of any business set out in the agenda, should be declared as either a Disclosable Pecuniary Interest or Declarable Interest and are required to notify the Chairman of the nature of any interest declared at the commencement of the relevant item on the agenda. Members declaring a Disclosable Pecuniary Interest must withdraw from the meeting for the duration of the item. Members declaring a Declarable Interest which requires they leave the room under Paragraph 7.4 of the Code of Conduct, can speak on the item, but must leave the room before the debate and vote.</p>	
<b>5. PUBLIC PARTICIPATION</b>	-
<p>To receive petitions, comments and questions from members of the public.</p> <p>Public participation requests received within the agreed time will be notified to Members as soon as practicable.</p> <p>Members of the public who have contributed to Task and Finish groups are invited to attend the meeting at which the report is presented.</p>	
<b>6. URGENT/GENERAL EXCEPTION ITEMS</b>	-
<p>The Chairman to report on any urgent or general exception items which required his agreement. At the time of printing the agenda, the Chairman had not agreed any urgent or general exception items.</p>	

<b>ITEM</b>	<b>PAGE</b>
<b>7. CALLED-IN ITEMS</b>	-
<p>To consider any matters referred to the Committee for a decision in relation to a call-in of a decision. At the time of printing the agenda, no items of business had been called-in.</p>	
<b>8. PRESENTATION BY THE EXECUTIVE MEMBER FOR COMMUNITY ENGAGEMENT AND RURAL AFFAIRS</b>	-
<p>To receive a presentation from Councillor Tony Hunter, Executive Member for Community Engagement and Rural Affairs.</p>	
<b>9. REGULATION OF INVESTIGATORY POWERS ACT - INSPECTION AND ANNUAL POLICY REVIEW AND NEW USE OF SOCIAL MEDIA IN INVESTIGATIONS POLICY AND PROCEDURE</b>	<b>1</b>
<p>REPORT OF THE CORPORATE LEGAL MANAGER</p> <p>To consider a proposed amended RIPA Policy and a new Use of Social Media in Investigations Policy.</p>	
<b>10. 1ST QUARTER PERFORMANCE INDICATORS</b>	<b>49</b>
<p>To consider Performance Indicator information for 2015/16.</p>	
<b>11. PROPOSAL TO SET UP A COUNTY WIDE HOME IMPROVEMENT AGENCY SERVICE IN HERTFORDSHIRE</b>	<b>59</b>
<p>REPORT OF THE HEAD OF PUBLIC PROTECTION SERVICE</p> <p>To consider a proposal to set up a County Wide Home Improvement Service in Hertfordshire.</p>	
<b>12. MEMBERS' QUESTIONS</b>	-
<p>To receive and respond to any questions from Members either set out in the agenda or tabled at the meeting.</p>	
<b>13. RESOLUTIONS OF THE OVERVIEW AND SCRUTINY COMMITTEE</b>	<b>129</b>
<p>REPORT OF THE SCRUTINY OFFICER</p> <p>To consider the outcome of Overview and Scrutiny Committee resolutions.</p>	
<b>14. OVERVIEW &amp; SCRUTINY COMMITTEE WORK PROGRAMME</b>	<b>137</b>
<p>REPORT OF THE SCRUTINY OFFICER</p> <p>To consider the issues that the Overview and Scrutiny Committee plans to review at future meetings and the activities of its sub-groups.</p>	

<b>ITEM</b>	<b>PAGE</b>
<p><b>15. COMMUNITY CENTRE LEASES</b>  <b>REPORT OF THE STRATEGIC DIRECTOR OF FINANCE</b>  <b>POLICE AND GOVERNANCE</b></p> <p>To consider an update on negotiations in relation to Community Centre Leases and to consider recommendations on the next steps in relation to three community centres.</p>	<b>147</b>
<p><b>16. PROPOSED CREMATORIUM AT WILBURY HILLS CEMETERY, LETCHWORTH GARDEN CITY – INTERIM REPORT ON BUSINESS CASE</b>  <b>REPORT OF THE HEAD OF LEISURE AND ENVIRONMENTAL SERVICES</b></p> <p>To consider an interim report on a proposed Crematorium at Wilbury Hills Cemetery, Letchworth Garden City.</p>	<b>155</b>
<p><b>17. EXCLUSION OF PRESS AND PUBLIC</b>  To consider passing the following resolution:</p> <p>That under Section 100A of the Local Government Act 1972, the Press and Public be excluded from the meeting on the grounds that the following reports will involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the said Act.</p>	<b>-</b>
<p><b>18. PROPOSED CREMATORIUM AT WILBURY HILLS CEMETERY, LETCHWORTH GARDEN CITY – INTERIM REPORT ON BUSINESS CASE</b>  <b>REPORT OF THE HEAD OF LEISURE AND ENVIRONMENTAL SERVICES</b></p> <p>To consider an interim report on a proposed Crematorium at Wilbury Hills Cemetery, Letchworth Garden City.</p>	<b>161</b>

**The Overview and Scrutiny Committee Meetings for the Civic Year 2016 – 2017 will be held on:**

**13 December 2016**  
**17 January 2017**  
**21 March 2017**