

2 December 2016

Ref: HD/O&S/12.16  
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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, 13 DECEMBER 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 – 20 SEPTEMBER 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 20 September 2016.</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>	

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<b>7. CALLED-IN ITEMS</b>	<b>-</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 POLICE AND CRIME COMMISSIONER FOR HERTFORDSHIRE</b>	<b>-</b>
<p>To receive a presentation from Mr David Lloyd, Police and Crime Commissioner for Hertfordshire.</p>	
<b>9. PRESENTATION BY THE EXECUTIVE MEMBER FOR POLICY, TRANSPORT AND GREEN ISSUES</b>	<b>1</b>
<p>To receive a presentation from Councillor Julian Cunningham, Executive Member for Policy, Transport and Green Issues. The areas covered by this Executive portfolio are attached</p>	
<b>10. REGULATION OF INVESTIGATORY POWERS ACT – QUARTERLY UPDATE REPORT OF THE CORPORATE LEGAL MANAGER</b>	<b>3</b>
<p>To receive the quarterly update regarding the Regulation of Investigatory Powers Act.</p>	
<b>11. INFORMATION NOTE - HALF YEAR UPDATE ON COMMENTS, COMPLIMENTS AND COMPLAINTS (3Cs) INFORMATION NOTE OF THE CUSTOMER SERVICES MANAGER</b>	<b>7</b>
<p>To receive an information note regarding Comments, Compliments and Complaints.</p>	
<b>12. REVIEW OF NHDC MEMORANDUM OF UNDERSTANDINGS (ANNUAL GRANT AWARDS) REPORT OF THE STRATEGIC DIRECTOR OF FINANCE, POLICY AND GOVERNANCE</b>	<b>13</b>
<p>To consider a review of NHDC Memorandum of Understandings (Annual Grant Awards).</p>	
<b>13. 2ND QUARTER PERFORMANCE INDICATORS MONITORING REPORT 2016/17 REPORT OF THE HEAD OF FINANCE, PERFORMANCE AND ASSET MANAGEMENT</b>	<b>19</b>
<p>To consider Performance Indicator information for the second quarter 2016/17.</p>	

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<p><b>14. 2ND QUARTER MONITORING REPORT ON KEY PROJECTS FOR 2016/17</b>  <b>REPORT OF THE HEAD OF FINANCE, PERFORMANCE AND ASSET MANAGEMENT</b></p> <p>To provide an update on the delivery of the key projects for 2016/17 as identified to the Committee in March 2016.</p>	<b>25</b>
<p><b>15. MEMBERS' QUESTIONS</b></p> <p>To receive and respond to any questions from Members either set out in the agenda or tabled at the meeting.</p>	-
<p><b>16. RESOLUTIONS OF THE OVERVIEW AND SCRUTINY COMMITTEE</b>  <b>REPORT OF THE SCRUTINY OFFICER</b></p> <p>To consider the outcome of Overview and Scrutiny Committee resolutions.</p>	<b>43</b>
<p><b>17. OVERVIEW &amp; SCRUTINY COMMITTEE WORK PROGRAMME</b>  <b>REPORT OF THE SCRUTINY OFFICER</b></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>51</b>

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

- 17 January 2017 - Foundation House, Icknield Way, Letchworth Garden City**
- 21 March 2017 - Foundation House, Icknield Way, Letchworth Garden City**