

10 March 2017

Ref: HD/O&S/03.17
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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

**FOUNDATION HOUSE, ICKNIELD WAY, LETCHWORTH
GARDEN CITY SG6 1GD ***

[* PLEASE NOTE VENUE - LOCATION MAP ATTACHED]

On

TUESDAY, 21 MARCH 2017

at

7.30 p.m.

Yours sincerely,



David Miley
Democratic Services Manager

AGENDA
PART I

ITEM	PAGE
1. APOLOGIES FOR ABSENCE	-
2. MINUTES – 17 JANUARY 2017	-
<p>To take as read and approve as a true record the Minutes of the meeting of the Overview and Scrutiny Committee held on 17 January 2017.</p>	
3. MINUTES – 15 FEBRUARY 2017	To follow
<p>To take as read and approve as a true record the Minutes of the meeting of the Overview and Scrutiny Committee held on 15 February 2017.</p>	
4. NOTIFICATION OF OTHER BUSINESS	-
<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>	
5. CHAIRMAN'S ANNOUNCEMENTS	-
<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>	
6. PUBLIC PARTICIPATION	-
<p>To receive petitions, comments and questions from members of the public including:</p> <ol style="list-style-type: none">1. A presentation regarding the North Hertfordshire Museum and Community Facility at Hitchin Town Hall. <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>	

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7. URGENT/GENERAL EXCEPTION ITEMS	-
<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>	
8. CALLED-IN ITEMS	-
<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>	
9. PRESENTATION BY THE LEADER OF THE COUNCIL	-
<p>To receive a presentation from Councillor Lynda Needham, Leader of the Council.</p>	
10. INFORMATION NOTE: REGULATION OF INVESTIGATORY POWERS ACT UPDATE	1
<p>INFORMATION NOTE OF THE CORPORATE LEGAL MANAGER</p> <p>To receive the quarterly update regarding the Regulation of Investigatory Powers Act.</p>	
11. REVIEW OF NHDC MEMORANDUM OF UNDERSTANDINGS (ANNUAL GRANT AWARDS) – CITIZENS ADVICE NORTH HERTS, NORTH HERTS CENTRE FOR VOLUNTARY SERVICES & NORTH HERTS MINORITY ETHNIC FORUM	5
<p>REPORT OF THE STRATEGIC DIRECTOR OF FINANCE, POLICY AND GOVERNANCE</p> <p>To provide feedback and proposals in regard to the recommendation arising from the Authority's Grant Policy Report of June 2016.</p>	
12. PROPOSED OFF-STREET CAR PARKING TARIFFS	57
<p>REPORT OF THE HEAD OF DEVELOPMENT AND BUILDING CONTROL</p> <p>To consider the proposed off-street carpark tariffs for 2017/18.</p>	
13. 3RD QUARTER PERFORMANCE INDICATORS MONITORING REPORT 2016/17	79
<p>To consider the 3rd quarter performance indicator monitoring report.</p>	

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<p>14. PERFORMANCE MANAGEMENT MEASURES FOR 2017/18 REPORT OF THE STRATEGIC DIRECTOR OF FINANCE, POLICY AND GOVERNANCE</p> <p>To present the performance indicators and associated targets for 2017/18</p>	85
<p>15. 2016/17 REPORTING AGAINST PROJECTS IDENTIFIED IN THE CORPORATE PLAN</p> <p>To consider the 3rd quarter report regarding projects identified in the Corporate Plan.</p>	91
<p>16. KEY PROJECTS FOR 2017/18 REPORT OF THE STRATEGIC DIRECTOR OF FINANCE, POLICY AND GOVERNANCE</p> <p>To note the key projects that will be the key focus for the council in 2017/18</p>	107
<p>17. MEMBERS' QUESTIONS</p> <p>To receive and respond to any questions from Members either set out in the agenda or tabled at the meeting.</p>	-
<p>18. ANNUAL REPORT OF THE OVERVIEW AND SCRUTINY COMMITTEE REPORT OF THE SCRUTINY OFFICER</p> <p>To consider the draft Annual Report of the Overview and Scrutiny Committee.</p>	115
<p>19. RESOLUTIONS OF THE OVERVIEW AND SCRUTINY COMMITTEE REPORT OF THE SCRUTINY OFFICER</p> <p>To consider the outcome of Overview and Scrutiny Committee resolutions.</p>	127
<p>20. OVERVIEW & SCRUTINY COMMITTEE WORK PROGRAMME 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>	135
<p>21. PROPOSED CREMATORIUM AT WILBURY HILLS CEMETERY – INTERIM REPORT ON BUSINESS CASE REPORT OF THE HEAD OF LEISURE AND ENVIRONMENTAL SERVICES</p> <p>To consider an interim report on the business case for a Proposed Crematorium at Wilbury Hills Cemetery, Letchworth Garden City</p>	143

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<p>22. EXCLUSION OF PRESS AND PUBLIC 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 report will involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the said Act.</p>	-
<p>23. PROPOSED CREMATORIUM AT WILBURY HILLS CEMETERY – INTERIM REPORT ON BUSINESS CASE REPORT OF THE HEAD OF LEISURE AND ENVIRONMENTAL SERVICES</p> <p>To consider an interim report on a business case for a proposed Crematorium at Wilbury Hills Cemetery, Letchworth Garden City.</p>	151

The Overview and Scrutiny Committee Meetings for the Civic Year 2017 – 2018 will be held on:

- | | |
|---|--|
| <p>6 June 2017
 18 July 2017
 19 September 2017
 12 December 2017
 16 January 2018
 20 March 2018</p> | <p>Foundation House, Icknield Way, Letchworth Garden City</p> |
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