

NORTH HERTFORDSHIRE DISTRICT COUNCIL

DECISION SHEET

Meeting of the Overview and Scrutiny Committee held in the Foundation House,
Icknield Way, Icknield Garden City SG6 1GD
on Tuesday, 6th June, 2017 at 7.30 pm

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Ian Albert, Steve Deakin-Davies, Ben Lewis, Michael Muir and Val Shanley.

Having given due notice Councillor Stears-Handscorn advised that he would be substituting for Councillor Ian Albert.

2 MINUTES - 21 MARCH

RESOLVED: That the Minutes of the Meeting of the Committee held on 21 March be approved as a true record of the proceedings and be signed by the Chairman.

3 NOTIFICATION OF OTHER BUSINESS

No other business was submitted for consideration by the Committee.

4 CHAIRMAN'S ANNOUNCEMENTS

- (1) The Chairman reminded those present that, in line with Council policy, the meeting would be audio recorded;
- (2) The Chairman informed Members that there was no sound amplification and asked Members to speak loudly and clearly;
- (3) The Chairman drew attention to the item on the agenda front pages regarding Declarations of Interest and reminded Members that, in line with the Code of Conduct, any Declarations of Interest needed to be declared immediately prior to the item in question;
- (4) The Chairman advised that the order of business would be varied as follows:
 - (i) Item 14 – Task and Finish Group on the Council's Management of larger Projects would take place immediately after Item 5 – Public Participation;
 - (ii) Item 16 – Overview and Scrutiny Work Programme would take place immediately prior to Item 8 – Presentation by the Chief Executive;
 - (iii) Item 10 – Corporate Objectives 2018/23 would take place immediately prior to Item 9 – Information Note: Regulation of Investigatory Powers Act.

5 PUBLIC PARTICIPATION

Task and Finish Group on the Council's Management of Larger Projects

Mr Robin Dartington, Mr Bernard Eddleston, Mr Mike Clarke and Mr David Leal-Bennett gave presentations regarding the Task and Finish Group on the Council's Management of Larger Projects.

6 URGENT/GENERAL EXCEPTION ITEMS

No urgent or general exception items were received.

7 CALLED-IN ITEMS

Since the last meeting, no decisions had been called-in by the Overview and Scrutiny Committee.

8 PRESENTATION BY THE CHIEF EXECUTIVE

This presentation was given during the debate on the Overview and Scrutiny Work Programme (Minute 16 refers).

9 INFORMATION NOTE - REGULATION OF INVESTIGATORY POWERS ACT

The Committee received an information note entitled Regulation of Investigatory Powers Act.

10 CORPORATE OBJECTIVES 2018/23

RESOLVED: That the recommendations contained in the report entitled Corporate Objectives for 2018/23 be supported.

REASON FOR DECISION: To enable the Overview and Scrutiny Committee to comment on the report entitle Corporate Objectives for 2018/23 prior to consideration by Cabinet.

11 YEAR END PERFORMANCE INDICATORS MONITORING REPORT 2016/17

RESOLVED:

- (1) That the report entitled Year End Performance Indicators Monitoring Report 2016/17 be noted;
- (2) That the Controls, Risk and Performance Manager be requested to include benchmarking data in respect of sickness absence in all future reports.

REASON FOR DECISION: To enable the Overview and Scrutiny Committee to monitor performance against targets.

12 4TH QUARTER MONITORING REPORT ON KEY PROJECTS FOR 2016/17

RESOLVED:

- (1) That the report entitled 4th Quarter Monitoring Report on Key Projects for 2016/17 be noted:
- (2) That the Controls, Risk and Performance Manager be requested to include a record of any Prince II documentation produced for projects in all future reports.

REASON FOR DECISION: To enable the Overview and Scrutiny Committee to monitor delivery of key projects against targets.

13 MEMBERS' QUESTIONS

No questions had been submitted.

14 **TASK AND FINISH GROUP ON THE COUNCIL'S MANAGEMENT OF LARGER PROJECTS**

RESOLVED:

- (1) That the Task and Finish Group on the Council's Management of Larger Projects be requested to consider the comments made by this Committee regarding the recommendation contained in the report paying particular attention to the following:

Recommendation 1

Members suggested that the recommendation be amended to reflect the need to move forward and the need to assess risks and recognise when a project should be stopped.

Recommendation 2

Members queried whether this recommendation applied to only one project and therefore should be clarified as such, or whether this was something that should be applied generally and maybe be re-worded.

As a point of clarification the recommendation should be to be clearer about its tender invitations and then put it out to tender.

Recommendation 9

It was suggested that the recommendation be amended to reflect that the Council should not embark on a project unless they were confident that proper and meaningful consultation had been undertaken, but it was important to continue to engage with the public at stages throughout project.

Recommendation 10

It was suggested that the recommendation be amended to ensure that use of the Competitive Dialogue Process was not excluded, but that it was used appropriately and not used on highly sensitive and visible projects.

- (2) That the Task and Finish Group on the Council's Management of Larger projects be requested to consider whether the comments made and documents presented in public participation would add any value to their discussions.

REASON FOR DECISION: To enable the Overview and Scrutiny Committee to consider the Task and Finish Group on the Council's Management of Larger Projects report prior to consideration by Cabinet.

15 **RESOLUTIONS OF THE OVERVIEW AND SCRUTINY COMMITTEE**

RESOLVED: That the actions resulting from the resolutions of the Overview and Scrutiny Committee be noted.

REASON FOR DECISION: To enable the Overview and Scrutiny Committee to review and monitor the progress of resolutions made.

16 **OVERVIEW & SCRUTINY COMMITTEE WORK PROGRAMME**

RESOLVED:

- (1) That the Overview and Scrutiny Committee Work Programme be noted;
- (2) That the Chairman, Chief Executive and Scrutiny Officer be requested to develop the outline for a workshop that would enable Members to identify issues and topics for discussion at future meetings of this Committee;

Tuesday, 6th June, 2017

- (3) That the Scrutiny Officer be requested to produce a scope for a Task and Finish Group on Communication and Engagement and present this to the next meeting of this Committee;
- (4) That Head of Development and Building Control be requested to formulate a discussion paper regarding the Strategy for a New Settlement to be presented at the next meeting of this Committee;
- (5) That the Communications Manager and Customer Services Manager be requested to formulate a discussion paper regarding Channel Shifting and present it to this Committee on 19 September 2017.

REASON FOR DECISION: To enable the Overview and Scrutiny Committee to plan and carry out its workload efficiently and effectively.