

NORTH HERTFORDSHIRE DISTRICT COUNCIL

DECISION SHEET

Meeting of the Overview and Scrutiny Committee held in the Foundation House,
Icknield Way, Letchworth Garden City
on Tuesday, 18th July, 2017 at 7.30 pm

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Janine Paterson.

2 MINUTES - 6 JUNE 2017

RESOLVED: That the Minutes of the Meeting of the Committee held on 6 June 2017 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 and announce their names before speaking;
- (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 requested discussion regarding New Settlements would be deferred to the next meeting of the Committee as the lead officer was on annual leave and felt that he could not leave this with another officer as it was still in the conceptual stage;
- (5) The Chairman advised that the Customer services Manager had, at short notice, provided a document regarding Channel Shifting that would be discussed later on the meeting.

5 PUBLIC PARTICIPATION

There were no presentations from members of the public.

6 URGENT AND 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 TASK AND FINISH GROUP ON THE COUNCIL'S MANAGEMENT OF LARGER PROJECTS

RECOMMENDED TO CABINET:

- (1) That, with the exception of Recommendations 3, 4 and 9, the Recommendations contained in the Task and Finish Group Report on the Council's Management of Larger Projects be supported;
- (2) That Recommendation 3 contained in the Task and Finish Group Report on the Council's Management of Larger Projects be amended to read:

"The Council's financial information should be comprehensive and presented in the form of a business plan so the extent of profits and losses can be easily understood."
- (3) That Recommendation 4 contained in the Task and Finish Group Report on the Council's Management of Larger Projects be amended to read:

"When exception reports are produced by project boards, they should be circulated to all members of Council through the Members' Information Service or by e mail and, unless they are confidential, made available to the public via the Council's website."
- (4) That Recommendation 9 contained in the Task and Finish Group Report on the Council's Management of Larger Projects be amended to read:

"The Council should ensure there is meaningful consultation with the public prior to it finalising its plans; and make sure it continues to engage with the public throughout the life of the project."

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

9 INFORMATION NOTE - CHANNEL SHIFTING

The Committee received an information note entitled Channel Shifting.

RESOLVED: That the Customer Services Officer be requested to circulate the document entitled Channel Shift – Plan for Progress to all Members of this Committee by email;

REASON FOR DECISION: To keep the Overview and Scrutiny Committee apprised of the progress made regarding Channel Shifting.

10 INFORMATION NOTE- FULL YEAR REPORT ON COMMENTS, COMPLIMENTS AND COMPLAINTS (3CS)

The Committee received an information note entitled Full year report on Comments, Compliments and Complaints (3Cs).

11 CORPORATE PLAN 2018 TO 2023

RECOMMENDED TO CABINET: That Cabinet consider the comments of the Overview and Scrutiny Committee made in the discussion above regarding the Corporate Plan 2018 to 2023, in particular the following:

- (i) That the document as a whole felt disjointed;
- (ii) That more hard data should be included;
- (iii) That some specific and measurable targets should be included;
- (iv) That some detail be included regarding the differences between parished and non-parished areas;
- (v) That, whilst acknowledging financial constraints, the document should be more policy led.

REASON FOR DECISION: To enable the Overview and Scrutiny Committee to comment on the report entitle Corporate Plan 2018 to 2023 prior to consideration by Cabinet.

12 INFORMATION NOTE - GREEN SPACE STRATEGY

RESOLVED: That the Parks and Countryside Development Manager be requested to bring a further update regarding progress made in respect of play areas to the meeting of this Committee due to be held on 20 March 2018.

REASON FOR DECISION: To keep the Overview and Scrutiny Committee apprised of the progress made in respect of play areas, prior to consideration by Cabinet.

13 INFORMATION NOTE - CITIZENS ADVICE NORTH HERTFORDSHIRE - MAJOR FUNDERS

Prior to the item being discussed Councillor Henry declared a declarable interest in that she was a Citizens Advice North Hertfordshire Board Member. She advised that she would leave the room for the duration of the item.

The Vice-Chairman took the Chair.

The Committee received an information note entitled Citizens Advice North Hertfordshire – Major Funders.

14 MEMBERS' QUESTIONS

No questions had been submitted.

15 RESOLUTIONS OF THE OVERVIEW AND SCRUTINY COMMITTEE

RESOLVED:

- (1) That the report entitled Resolutions of the Overview and Scrutiny Committee be noted:
- (2) That the Chairman of the Overview and Scrutiny Committee be requested to meet with the Leader of the Council and the Chief Executive to discuss holding an externally facilitated workshop for all members of the Overview and Scrutiny Committee and Cabinet to ascertain effective methods of Overview and Scrutiny that result in added value and impact on decisions.

REASON FOR DECISION: To enable the Overview and Scrutiny Committee to improve its Overview and Scrutiny in order to have added value and impact on decisions.

16 OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME

RESOLVED:

- (1) That the Overview and Scrutiny Committee Work Programme be noted;
- (2) That all planned Task and Finish Groups be deferred until after the planned workshop on effective methods of Overview and Scrutiny (Minute 31 refers) has been held;
- (3) That the Head of Housing and Public Protection be requested to provide an update on the Common Housing Policy at the meeting if this Committee due to be held on 19 September 2017;
- (4) That the following be added to the list of discussion topics for future meetings:
 - (i) The effectiveness of the Community Halls Strategy.

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