

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, 19th September, 2017 at 7.30 pm

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Clare Billing, Steve Deakin-Davies, Elizabeth Dennis, Jean Green and Gerald Morris.

2 MINUTES - 18 JULY 2017

RESOLVED: That the Minutes of the Meeting of the Committee held on 18 July 2017 be approved as a true record of the proceedings and be signed by the Chairman.

3 NOTIFICATION OF OTHER BUSINESS

There was no other business notified.

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.

5 PUBLIC PARTICIPATION

There were no presentations by 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 REGULATION OF INVESTIGATORY POWERS ACT

RESOLVED: That the report entitled Regulation of Investigatory Powers Act – Quarterly Update be noted.

REASON FOR DECISION: To comply with best practice guidance and the Committee's terms of reference.

9 PROPOSALS REGARDING THE IMPLEMENTATION OF THE HOMELESSNESS REDUCTION ACT 2017

RESOLVED:

- (1) That the Controls, Risk and Performance Manager be requested to include Homelessness Performance Indicators in reports to this Committee on a regular basis;
- (2) That the recommendations contained in the report entitled Proposals regarding the Implementation of the Homelessness Reduction Act 2017 be supported.

REASON FOR DECISION: To enable the Overview and Scrutiny Committee to consider the report entitled Proposals regarding the Implementation of the Homelessness Reduction Act 2017 prior to consideration by Cabinet.

10 INFORMATION NOTE - NEW SETTLEMENT

The committee received an information note entitled New Settlement.

RESOLVED: That the Committee and Member Services Officer be requested to forward the comments of the Overview and Scrutiny Committee to the Head of Development and Building Control.

REASON FOR DECISION: To enable the Overview and Scrutiny Committee to have an input into any discussions regarding the provision of any new settlement.

11 FIRST QUARTER PERFORMANCE INDICATORS MONITORING REPORT 2017/18

RESOLVED:

- (1) That the report entitled First Quarter Performance Indicators Monitoring Report 2017/18 be noted;
- (2) That the Controls, Risk and Performance Manager be requested to include any of the three Performance Indicators relating to homelessness, should the show any movement, in future reports;
- (3) That, in respect of NI191 and NI192, the Controls, Risk and Performance Manager be requested to investigate:
 - (i) Whether there was a national downward trend and if so why;
 - (ii) Whether NHDC was gradually slipping down the ranking nationally and if so why;
 - (iii) What actions were being taken to address the situation.

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

12 FIRST QUARTER MONITORING REPORT ON KEY PROJECTS FOR 2017/18

RESOLVED:

- (1) That the report entitled First Quarter Monitoring Report on Key Projects for 2017/18 be noted;
- (2) That the project entitled Bancroft Gardens MUGA be removed from the 2017/18 monitoring reports but be included in the 2018/19 monitoring reports:

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

13 ANNUAL SAFEGUARDING CHILDREN AND ADULTS AT RISK UPDATE (2016-17)

RESOLVED:

- (1) That the progress made against the Council's fulfilment of the statutory duty to maintain an effective safeguarding function with regard to children be noted;
- (2) That the progress made against the Council's fulfilment of the statutory duty to maintain an effective safeguarding function with regard to adults at risk be noted;
- (3) That the Overview and Scrutiny Committee agrees that sufficient and robust processes are in place at NHDC for application and review of safeguarding processes;
- (4) That an annual review and presentation to the Overview and Scrutiny Committee regarding safeguarding duties be continued;
- (5) That the Communications Manager be requested to include all Members in future notifications that the in-house e-magazine Insight is available.

REASON FOR DECISION: To enable the Overview and Scrutiny Committee to monitor that robust procedures are in place regarding the statutory safeguarding duties.

14 MEMBERS' QUESTIONS

No questions had been submitted.

15 RESOLUTIONS OF THE OVERVIEW AND SCRUTINY COMMITTEE

RESOLVED:

- (1) That the actions resulting from the resolutions of the Overview and Scrutiny Committee be noted;
- (2) That the Scrutiny Officer be requested to seek clarification regarding the outcome of the recommendations made by the Task and Finish Group on Commercialisation of Council Services;
- (3) That the Scrutiny Officer be requested to chase the response to the query raised under Minute 106 (March 2017);
- (4) That the Scrutiny Officer be requested to clarify any outstanding points in order to close Minute 10. (March 2016)

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

16 OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME

RESOLVED:

- (1) That the Overview and Scrutiny Committee Work Programme be noted;
- (2) That the Committee and Member Services Officer be requested to organise an additional meeting of the Overview and Scrutiny Committee to discuss the single issue of the Waste Contract;

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- (3) That the Head of Finance, Performance and Asset Management be requested to prepare a report on the management of Council assets, using the example of community halls, paying particular regard to the maintenance and upkeep of buildings.

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