

9 March 2018

Our Ref O&S 20.03.18  
Your Ref.  
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To: Members of the Committee: Councillor Cathryn Henry, Councillor Steve Hemingway, Councillor Ian Albert, Councillor Clare Billing, Councillor John Booth, Councillor Bill Davidson, Councillor Steve Deakin-Davies, Councillor Elizabeth Dennis, Councillor Jean Green, Councillor Steve Jarvis, Councillor Ben Lewis, Councillor Gerald Morris, Councillor Michael Muir, Councillor Janine Paterson, Councillor Frank Radcliffe and Councillor Valentine Shanley

Substitutes: Councillor John Bishop, Councillor Paul Clark, Councillor Simon Harwood, Councillor Terry Hone, Councillor Mike Rice, Councillor Paul Marment, Councillor Adrian Smith and Councillor Martin Stears-Handscomb

You are invited to attend a

## **MEETING OF THE OVERVIEW AND SCRUTINY COMMITTEE**

to be held in the

**FOUNDATION HOUSE, ICKNIELD WAY,  
LETCHWORTH GARDEN CITY**

On

**TUESDAY, 20 MARCH, 2018 AT 7.30 PM**

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 - 12 DECEMBER 2017</b> To take as read and approve as a true record the Minutes of the meeting of the Overview and Scrutiny Committee held on 12 December 2017.	(Pages 1 - 10)
<b>3. NOTIFICATION OF OTHER BUSINESS</b> 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.  The Chairman will decide whether any item(s) raised will be considered.	
<b>4. CHAIRMAN'S ANNOUNCEMENTS</b> 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.	
<b>5. PUBLIC PARTICIPATION</b> To receive petitions, comments and questions from members of the public.  Public participation requests received within the agreed time will be notified to Members as soon as practicable.  Members of the public who have contributed to Task and Finish groups are invited to attend the meeting at which the report is presented.	
<b>6. URGENT AND GENERAL EXCEPTION ITEMS</b> 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.	
<b>7. CALLED-IN ITEMS</b> To consider any matters referred to the Committee for a decision in relation to a call-in of decision. At the time of printing the agenda, no items of business had been called-in.	

- 8. REGULATION OF INVESTIGATORY POWERS ACT** (Pages 11 - 14)  
REPORT OF THE ACTING CORPORATE LEGAL MANAGER
- To receive the quarterly update regarding the Regulation of Investigatory Powers Act.
- 9. DISTRICT WIDE SURVEY 2017 - KEY FINDINGS AND ACTIONS** (Pages 15 - 30)  
REPORT OF THE CHIEF EXECUTIVE
- To advise the Committee of the key findings and action points arising from the 2017 District Wide Survey.
- 10. PERFORMANCE MANAGEMENT MEASURES FOR 2018/19** (Pages 31 - 38)  
REPORT OF THE HEAD OF FINANCE, PERFORMANCE AND ASSET MANAGEMENT
- To present the performance indicators (PIs) and associated targets for 2018/19 which were agreed by Executive Members in conjunction with the relevant Heads of Service.
- 11. KEY PROJECTS FOR 2018/19** (Pages 39 - 48)  
REPORT OF THE HEAD OF FINANCE, PERFORMANCE AND ASSET MANAGEMENT
- To present to the Committee the key projects to be delivered to support the Corporate Plan 2018/22.
- 12. GREEN SPACE MANAGEMENT STRATEGY** (Pages 49 - 82)  
REPORT OF: THE HEAD OF LEISURE AND ENVIRONMENTAL SERVICES
- To provide an update on the proactive approach adopted in identifying and assisting interested parties to take on the management and maintenance of play areas listed for removal of formal play equipment and football pavilions identified for closure.
- 13. COMMON HOUSING ALLOCATION SCHEME - UPDATE**  
REPORT OF THE HEAD OF HOUSING AND PUBLIC PROTECTION SERVICE
- To receive a verbal update regarding the Common Housing Allocation Scheme.
- 14. MEMBERS' QUESTIONS**  
To receive and respond to any questions from Members either set out in the agenda or tabled at the meeting.

- 15. RESOLUTIONS OF THE OVERVIEW AND SCRUTINY COMMITTEE** (Pages  
REPORT OF THE CHIEF EXECUTIVE 83 - 90)
- To consider the outcome of Overview and Scrutiny Committee resolutions.
- 16. OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME** (Pages  
REPORT OF THE CHIEF EXECUTIVE 91 - 102)
- To consider the issues that the Overview and Scrutiny Committee plans to review at future meetings and the activities of its sub-groups.
- 17. PROPOSED CREMATORIUM AT WILBURY HILLS PROGRESS UPDATE** (Pages  
REPORT OF THE HEAD OF LEISURE AND ENVIRONMENTAL SERVICES 103 -  
110)
- To provide an update regarding progress to lease land at Wilbury Hills for the development and operation of a crematorium and to request approval of the heads of terms with a view to submitting an application for outline planning permission.
- 18. OPTIONS FOR HOUSING INVESTMENT COMPANY** (Pages  
REPORT OF THE DEPUTY CHIEF EXECUTIVE 111 -  
122)
- To inform the Committee of the investigations that have been undertaken with regard to the potential options for investing in residential property on a buy to let or development basis.
- 19. EXCLUSION OF PUBLIC AND PRESS** (Pages  
To consider passing the following resolution: 123 -  
124)
- That under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraphs 3 and 5 of Part 1 of Schedule 12A of the said Act.
- 20. PROPOSED CREMATORIUM AT WILBURY HILLS PROGRESS UPDATE** 125 -  
REPORT OF THE HEAD OF LEISURE AND ENVIRONMENTAL SERVICES 130
- To provide an update regarding progress to lease land at Wilbury Hills for the development and operation of a crematorium and to request approval of the heads of terms with a view to submitting an application for outline planning permission.
- 21. OPTIONS FOR HOUSING INVESTMENT COMPANY** 131 -  
REPORT OF THE DEPUTY CHIEF EXECUTIVE 160
- To inform the Committee of the investigations that have been undertaken with regard to the potential options for investing in residential property on a buy to let or development basis.

