

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, 20th March, 2018 at 7.30 pm

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Steve Jarvis, Frank Radcliffe and Val Shanley.

Having given due notice Councillor Paul Clark substituted for Councillor Steve Jarvis.

Councillor Janine Paterson had given apologies that she may arrive late for the meeting.

2 MINUTES - 12 DECEMBER 2017

RESOLVED: That the Minutes of the Meeting held on 12 December 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;
- (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 there had been no called-in items.

8 REGULATION OF INVESTIGATORY POWERS ACT

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

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

9 DISTRICT WIDE SURVEY 2017 - KEY FINDINGS AND ACTIONS

RESOLVED:

- (1) That the report entitled District Wide Survey 2017 – Key Findings and Actions be noted:
- (2) That, prior to submission to Cabinet, the Communications Manager be requested to amend Recommendation 2.2 to read:

“That Cabinet note that the results will be used by Senior Management Team in conjunction with Executive Members, to inform the service planning process and to update the relevant performance measures”.

- (3) That the Deputy Chief Executive be requested to present the 2018/19 Service Delivery Plan to this Committee.

REASON FOR DECISION: To enable the Overview and Scrutiny Committee to consider and comment on the report entitled District Wide Survey 2017 – Key Findings and Actions prior to consideration by Cabinet.

10 PERFORMANCE MANAGEMENT MEASURES FOR 2018/19

RESOLVED:

- (1) That the contents of the report entitled Performance Management Measures for 2018/19 be noted;
- (2) That the Chairman of the Committee be requested to write, on behalf of the Committee, to the Leader of the Council to request that where benchmarking was possible, no target should be set below the national benchmark.

RECOMMENDED TO CABINET:

- (1) That Cabinet considers and formally approves the PIs and any associated targets that will be monitored throughout 2018/19 by Overview & Scrutiny.

REASON FOR DECISION: To enable the Overview and Scrutiny Committee to consider and comment on the report entitled Performance Management Measures for 2018/19 prior to consideration by Cabinet.

11 KEY PROJECTS FOR 2018/19

RESOLVED: That the key projects, subject to capacity, that will be the key focus for the Council in 2018/19 be noted.

REASON FOR DECISION: To enable the Overview and Scrutiny Committee to monitor the delivery of projects as part of the Corporate Business Planning process.

12 GREEN SPACE MANAGEMENT STRATEGY

RESOLVED: That the recommendations contained in the report entitled Green Space Management Strategy be supported.

REASON FOR DECISION: To enable the Overview and Scrutiny Committee to comment of the report entitled Green Space Management Strategy prior to consideration by Cabinet.

13 COMMON HOUSING ALLOCATION SCHEME - UPDATE

RESOLVED: That the Executive Member for Housing and Environmental Health and the Strategic Housing Manager be thanked for their informative presentation regarding the Common Housing Allocation Scheme.

REASON FOR DECISION: To ensure that the Overview and Scrutiny Committee is kept appraised of the effects following implementation of the Common Housing Allocation Scheme.

14 MEMBERS' QUESTIONS

RESOLVED: That the Head of Development and Building Control be requested to provide a written response to the question raised by Councillor Martin Stears-Handscomb.

REASON FOR DECISION: To ensure that written question from Members receive a written response.

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 AND SCRUTINY COMMITTEE WORK PROGRAMME

RESOLVED:

- (1) That the Overview and Scrutiny Committee Work Programme be noted;
- (2) That the list of proposed items for consideration at the meeting due to be held on 12 June 2018 be agreed;
- (3) That Councillor Muir be the Overview and Scrutiny representative at Executive Member briefings regarding a new settlement and that the Head of Development and Building Control be requested to advise him of relevant briefing dates.
- (4) That the Chairman of the Overview and Scrutiny Committee be authorised to approve the final version of the Overview and Scrutiny Annual Report 2017/18 prior to consideration by Cabinet;
- (5) That the Executive Member for Waste, Recycling and Environment and the Head of Leisure and Environmental Services be requested to prepare a report on the implementation of the chargeable garden waste service and present it to this committee at the most appropriate time.

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

17 PROPOSED CREMATORIUM AT WILBURY HILLS PROGRESS UPDATE

RESOLVED: That the recommendations contained in the report entitled Proposed Crematorium at Wilbury Hills Progress Update be supported.

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REASON FOR DECISION: To enable the Overview and Scrutiny Committee to comment on the report entitled Proposed Crematorium at Wilbury Hills Progress Update prior to consideration by Cabinet.

18 OPTIONS FOR HOUSING INVESTMENT COMPANY

RESOLVED: That the recommendations contained in the report entitled Options for Housing Investment Company be supported.

REASON FOR DECISION: To enable the Overview and Scrutiny Committee to comment on the report entitled Options for Housing Investment Company Update prior to consideration by Cabinet.

19 EXCLUSION OF PUBLIC AND PRESS

RESOLVED: 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.

[Note: The definition of Paragraphs 3 and 5 referred to above is as follows:-

"3. Information relating to the financial or business affairs of any particular person (including the authority holding that information)."]

"5. Information in respect of which a claim to legal privilege could be maintained in legal proceedings".

20 PROPOSED CREMATORIUM AT WILBURY HILLS PROGRESS UPDATE

RESOLVED: That the contents of the report entitled Proposed Crematorium at Wilbury Hills Progress Update be noted.

REASON FOR DECISION: To ensure that the Committee is aware of the issues raised in the report entitled Proposed Crematorium at Wilbury Hills Progress Update.

21 OPTIONS FOR HOUSING INVESTMENT COMPANY

RESOLVED: That the contents of the report entitled Options for Housing Investment Company be noted.

REASON FOR DECISION: To ensure that the Committee is aware of the issues raised in the report entitled Options for Housing Investment Company.