

# NORTH HERTFORDSHIRE DISTRICT COUNCIL

## DECISION SHEET

Meeting of the Overview and Scrutiny Committee held in the Council Chamber,  
Council Offices, Gernon Road, Letchworth Garden City  
on Tuesday, 19th March, 2019 at 7.30 pm

### 1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Ian Albert and Steve Jarvis.

Having given due notice Councillor Val Bryant advised that she would be substituting for Councillor Albert.

### 2 MINUTES - 22 JANUARY 2019

**RESOLVED:** That the Minutes of the Meeting of the Committee held on 22 January 2019 be formally approved at the next meeting of this Committee.

### 3 NOTIFICATION OF OTHER BUSINESS

There was no other business notified.

### 4 CHAIRMAN'S ANNOUNCEMENTS

- (1) The Chairman thanked all who attended this meeting.
- (2) The Chairman asked Members and speakers to speak into the microphones.
- (3) The Chairman reminded everyone that, in accordance with Council policy, this meeting was being audio recorded.
- (4) The Chairman advised that Item 13 - Resolutions of the Overview and Scrutiny Committee and Item 14 - Overview and Scrutiny Committee Work Programme for 2018/19 would be considered immediately following Item 8 - Members' Questions.
- (5) The Chairman drew attention to the agenda front pages 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. Members declaring a Declarable Interest, wishing to exercise a 'Councillor Speaking Right', must declare this at the same time as the interest.

### 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 MEMBERS' QUESTIONS**

No questions had been submitted.

**9 Q3 PERFORMANCE INDICATORS**

**RESOLVED:**

- (1) That the report entitled Q3 Performance Indicators be noted;
- (2) That the Controls, Risk and Performance Manager be requested to investigate what constitutes "Others" in respect of NI 157e and advise Members of this Committee of her findings.

**REASON FOR DECISION:** To enable the Overview and Scrutiny Committee to monitor Performance Indicators.

**10 NEW YEAR PERFORMANCE INDICATORS TO BE MONITORED**

**RESOLVED:**

- (1) That, prior to the Cabinet meeting, the Controls, Risk and Performance Manager be requested to identify the outturn figure for the last 3 years.
- (2) That the Service Director – Customers be requested to present the planned policy on debt collection to this Committee at an early stage of development.
- (3) That the Service Director - Customers be requested to present a report regarding the impact of Universal Credit, the Council Tax Reduction Scheme and other benefits to this Committee

**RECOMMENDED TO CABINET:**

- (1) That, in respect of NI 192, based on the figures identified from resolution (1) above:
  - If the trend was downwards then the Committee recommends a target for NI 192 that is in the middle of the last three years outturn figures or
  - If the trend was upwards then the Committee recommends a target for NI 192 that is one percent above the highest outturn figure;

**NB: Following the meeting outturn figures regarding NI 192 for years 2015/16, 2016/17 and 2017/18. These figures are attached to the referral to Cabinet.**

- (2) That , in respect of LI035a, REG1 and REG2, Cabinet be requested to set targets as soon as data is available;
- (3) That, in respect of BV9, the target be reviewed mid year in order to take into account the effect of Universal Credit on collection rates.

**REASON FOR DECISIONS:** To enable the Overview and Scrutiny Committee to consider the report entitled New Year Performance Indicators to be Monitored prior to consideration by Cabinet.

**11 Q3 UPDATE ON PROJECTS IN THE CORPORATE PLAN**

**RESOLVED:**

- (1) That the report entitled Q3 Update on Projects in the Corporate Plan be noted:

- (2) That the Scrutiny Officer be requested to ask Group Leaders for nomination to a Task and Finish Group review of the Waste Contract;
- (3) That the Scrutiny Officer be requested to identify which Group should chair the next Task and Finish Group review

**REASON FOR DECISIONS:** To enable achievements against the key projects for 2018/19 to be considered.

## 12 NEW YEAR - KEY PROJECTS TO BE MONITORED FOR 19/20

**RESOLVED:** That the Committee note the key projects to be monitored, subject to capacity, that will be the key focus for the Council 2019/20.

**REASON FOR DECISION:** The Corporate Business Planning Timetable requires the key projects to be considered by this Committee. In addition, this Committee has a role in monitoring the delivery of these projects.

## 13 RESOLUTIONS OF THE OVERVIEW AND SCRUTINY COMMITTEE

**RESOLVED:**

- (1) That the report entitled Resolution of the Overview and Scrutiny Committee be noted;
- (2) That the Scrutiny Officer be requested to schedule a review of the Waste Contract Implementation and draw up a draft scope upon completion of the SIAS audit;
- (3) That the Service Manager- Waste be requested to send details of the waste collection routes to all Members of the Committee;
- (4) That the Communications Manager be requested to continue to arrange the planned meeting to discuss the Consultation Strategy;
- (5) That the Service Manager – Waste be requested to complete the actions in respect of a Communications Strategy for Waste as detailed in Resolution 37 (4) – September 2018.

**REASON FOR DECISION:** To enable the Overview and Scrutiny Committee to monitor actions following resolutions made at previous meetings.

## 14 OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME FOR 2018/19

**RESOLVED:**

- (1) That the report entitled Overview and Scrutiny Committee Work Programme for 2018/19 be noted;
- (2) That the Committee endorses the appointment of John Richardson as Independent Chair of the Review of Hitchin Town Hall in line with the appointment process agreed in January's Overview & Scrutiny Committee;
- (3) That the Committee endorse the appointment of Councillors Sam Collins, Ian Moody, Helen Oliver and Val Shanley as the Panel to undertake the Review of the Hitchin Town Hall in line with the appointment process agreed in January's Overview & Scrutiny Committee;

**Tuesday, 19th March, 2019**

- (4) That the Scrutiny Officer be requested to organise an initial meeting of the Hitchin Town Hall Review Panel to discuss the scope of the review and arrange meeting dates.
- (5) That, the proposed Crematorium be placed o the Committee's Work Programme.

***REASON FOR DECISION:*** To enable the Committee to set the Work programme.