

# 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, 4th June, 2019 at 7.30 pm

### 1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Claire Strong,

Having given due notice Councillor Morgan Derbyshire advised that he would be substituting for Councillor Strong.

### 2 MINUTES - 22 JANUARY 2019

**RESOLVED:** That the Minutes of the Meeting of the Committee held on 22 January 2018 be approved as a true record of the proceedings and be signed by the Chairman.

### 3 MINUTES - 19 MARCH 2019

**RESOLVED:** That the Minutes of the Meeting of the Committee held on 19 March 2019 be approved as a true record of the proceedings and be signed by the Chairman.

### 4 NOTIFICATION OF OTHER BUSINESS

There was no other business notified.

### 5 CHAIRMAN'S ANNOUNCEMENTS

- (1) The Chairman welcomed everyone to the first meeting of the Committee this Civic Year;
- (2) The Chairman welcomed the new members of the Committee: Councillors Val Bryant, George Davies, Simon Harwood, Terry Hone, Tony Hunter, Jim McNally, Lisa Nash, Sue Ngwala, Adem Ruggiero-Cakir, Carol Stanier, Claire Strong and Tom Tyson;
- (3) The Chairman welcomed the new substitutes of the Committee: Councillors Morgan Derbyshire, Ian Mantle, Sam North and Kay Tart;
- (4) The Chairman welcomed back to the Committee, either as members or substitutes: Councillors Kate Aspinwall, Sam Collins, Bill Davidson. Gerald Morris and Helen Oliver;
- (5) The Chairman thanked those who were no longer members of the Committee: Councillors Cathryn Henry (Chairman), Elizabeth Dennis-Harburg (Vice-Chairman), Ian Albert, Steve Deakin-Davies, Jean Green, Steve Jarvis, Ben Lewis, Ian Moody, Michael Muir, Janine Paterson, Mike Rice, Val Shanley and Martin Stears-Handscorn;
- (6) The Chairman announced that Members of the public and the press may use their devices to film/photograph, or do a sound recording of the meeting, but she asked them to not use flash and to disable any beeps or other sound notifications that emitted from their devices. In addition, the Chairman had arranged for the sound at this particular meeting to be recorded;
- (7) The Chairman 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;

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- (8) The Chairman asked that, for the benefit of any members of the public present at the meeting, Officers announce their name and their designation to the meeting when invited to speak;
- (9) The Chairman advised that the Committee would be different from last year and there were a number of changes including a new Administration for the Council;
- (10) The Chairman advised that Statutory Guidance for Overview and Scrutiny in Local and Combined Authorities had been published in May 2019 and drew attention to the definition of Scrutiny.

**RESOLVED:** That the Statutory Guidance for Overview and Scrutiny in Local and Combined Authorities be circulated to all Members and Substitutes of the Committee.

## **6 PUBLIC PARTICIPATION**

There was no public participation.

## **7 URGENT AND GENERAL EXCEPTION ITEMS**

No urgent or general exception items were received.

## **8 CALLED-IN ITEMS**

Since the last meeting, no decisions had been called-in by the Overview and Scrutiny Committee.

## **9 MEMBERS' QUESTIONS**

No questions had been submitted.

## **10 2018-19 YEAR END PERFORMANCE INDICATOR MONITORING REPORT**

**RESOLVED:**

- (1) That the report entitled 2018-19 Performance Indicator Monitoring be noted;
- (2) That the Controls, Risk and Performance Manager be requested to circulate the link to the full Waste Performance breakdown to all Members and Substitutes of the Committee;
- (3) That the Controls, Risk and Performance Manager be requested to identify a date when data will be available for REG 1 and 2;
- (4) That a target must be set regarding REG 1 and 2, based on the data available and the direction of travel at the next target setting review;
- (5) That the Chairman be requested to discuss sickness data with the Head of Paid Service with the aim of identifying what breakdown of figures would be available to the Committee and to identify any problem areas and the reasons for those issues.

**REASON FOR DECISIONS:** To enable the Overview and Scrutiny Committee to review Performance Indicators in accordance with the Terms of Reference for the Committee.

**11 4TH QUARTER MONITORING REPORT ON KEY PROJECTS FOR 2018/19**

**RESOLVED:**

- (1) That delivery against the key projects for 18/19 be noted and commented on by the Overview & Scrutiny Committee;
- (2) That the Service Director – Regulatory be requested to present a report to this Committee regarding the proposed crematorium;
- (3) That the Service Director – Commercial be requested to present a report to this Committee regarding the proposed new trading company.

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

**12 OUTCOME OF OVERVIEW AND SCRUTINY COMMITTEE RESOLUTIONS**

**RESOLVED:**

- (1) That the outcome of the Overview and Scrutiny Committee resolutions be noted;
- (2) That the Scrutiny Officer be requested to ascertain when the SIAS audit report will be available.
- (3) That the Service Director – Place be requested to supply Ward Councillors with details of changes to waste collection routes by email;
- (4) That the Overview and Scrutiny Committee expresses concern regarding resources available to the Committee and other areas of the Council seem stretched. Therefore the Leader of the Council is requested to speak to the Chief Executive regarding these concerns.

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

**13 OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME FOR 2019/20**

**RESOLVED:**

- (1) That the Overview and Scrutiny Committee Work Programme be noted;
- (2) That the Service Director – Commercial be requested to make regular presentations to this Committee regarding commercial activities.

**REASON FOR DECISION:** To allow the Committee to set a work programme which Provides focussed Member oversight, encourages open debate and seeks to achieve service improvement through effective policy development and meaningful policy and service change.