

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, 17th September, 2019 at 7.30 pm**

1 APOLOGIES FOR ABSENCE

There were no apologies for absence.

2 MINUTES - 16 JULY 2019

RESOLVED: That the Minutes of the Meeting of the Committee held on 16 July 2019 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 welcomed those present at the meeting, especially those who had attended to give a presentation;
- (2) The Chairman welcomed Amelia McNally, who had been appointed as the new Clerk of the Overview and Scrutiny Committee;
- (3) The Chairman advised that, in accordance with Council Policy, the meeting would be audio recorded;
- (4) 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 RESOLUTIONS OF THE OVERVIEW AND SCRUTINY COMMITTEE

RESOLVED:

- (1) That the report entitled Resolutions of the Overview and Scrutiny Committee be noted;
- (2) That the proposed format of the Resolutions of the Overview and Scrutiny Committee report be agreed as follows:

- (i) All Resolutions whereby Status had been highlighted bold and marked as complete, be removed from any future reports; and
 - (ii) for future ease of reading of the resolution section within the report, that subjects would be grouped together and placed in date order.
- (3) That the Task and Finish Group for the Waste Contract be divided into two separate groups:
- (i) Tender and Contract
 - (ii) Community Engagement; and
- (4) That for the balance of political proportionality, 5 Members would sit in each of the two Task and Finish Groups for the Waste Contract.

REASON FOR DECISIONS:

To enable the Overview and Scrutiny Committee to agree a format for the Resolutions of the Overview and Scrutiny Committee report and to review and comment on actions and feedback received regarding resolutions previously made.

9 OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME FOR 2019/20

RESOLVED:

- (1) That the report entitled Overview and Scrutiny Work Programme be noted;
- (2) That the Committee prioritise proposed topics for inclusion in the work programme and, where appropriate, determines the high- level form and timing of scrutiny input, be agreed;
- (3) In respect of Crime and Disorder Issues an alternative presentation format in order to discuss County Lines and Knife Crime with the support of the Community Protection Manager take place at the meeting of the Overview and Scrutiny Committee in January 2020; and
- (4) That the Scope for the Task and Finish Group on the Waste Contract be approved by the Chairman of that Task and Finish Group, (yet to be appointed) and the Chairman of the Overview and Scrutiny.

REASON FOR DECISIONS:

To allow the Overview and Scrutiny 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.

10 CREMATORIUM PRESENTATION

Following discussion of the Part 1 item, the Chairman of the Overview and Scrutiny Committee moved the meeting into Part II discussion.

RESOLVED: That the information provided by the Service Manager – Greenspace and The Legal Commercial Team Manager regarding the proposed crematorium at Wilbury Hills be noted.

11 ANNUAL REVIEW OF SAFEGUARDING CHILDREN AND ADULTS AT RISK (2018-19)

RESOLVED: That the Overview and Scrutiny Committee:

- (1) Received and commented on the annual report of progress made against the Council's fulfilment of the statutory duty to maintain an effective safeguarding function with regard to children;
- (2) Received and commented on the annual report of progress made against the Council's fulfilment of the statutory duty to maintain an effective safeguarding function with regard to adults at risk;
- (3) Agreed that sufficient and robust processes are in place at NHDC for application and review of safeguarding processes and that an annual review and presentation to the Overview and Scrutiny Committee should continue, be agreed; and
- (4) Expressed their disappointment with the apparent disproportionately small number of elected Members who had undertaken safeguarding training and requested that Members were investigated into who had received safeguarding training from other sources. All Members are made aware, once again, of the ability to complete e-learning training and that all relevant group leaders, port folio holders and shadow port-folio holders raise the issue of training requirement at their group meetings.

REASON FOR DECISION:

The resolution is the best course of action that can be accommodated within the approved budget and officer resources, that will fulfil our statutory and lawful obligations but also ensure that a regular, corporate review exists.

The meeting adjourned for a short comfort break at 8.35pm.

12 PRESENTATION BY THE SERVICE DIRECTOR - COMMERCIAL

Following the Part 1 discussion the Chairman of the Overview and Scrutiny Committee moved the meeting into Part II discussion.

RESOLVED: That the Service Director – Commercial present a written report to the next meeting of the Overview and Scrutiny Committee, which should provide the following information:

- (1) The work of the Commercial Team; and
- (2) The essential provision of future forecasting.

REASON FOR DECISION: To allow the Overview and Scrutiny Committee to comment on the work of the Commercial Team.

13 Q1 2019/20 PERFORMANCE INDICATOR DATA

RESOLVED:

- (1) That the report entitled Quarter 1 2019/20 Performance Indicator Data be noted; and
- (2) That the Controls, Risk and Performance Manager be requested to report, in respect of, the number of reported visits to leisure facilities, as to whether this was specific to use of the Swim Centre.

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

14 Q1 2019/20 UPDATE ON PROJECTS IN THE CORPORATE PLAN

RESOLVED:

- (1) That the delivery against the key projects for 19/20 be noted and commented on by the Overview and Scrutiny Committee; and
- (2) That whilst it had been reported to the Committee that the Local Plan had been marked as green, following consideration by the Inspector, there was still further work to be prepared. The Controls, Risk and Performance Manager was requested to continue to report to the Overview and Scrutiny Committee on the Local Plan and change the status to amber.

REASON FOR DECISION:

To enable the Overview and Scrutiny Committee to consider and comment on Projects in the Corporate Plan.

15 MEMBERS' QUESTIONS

No questions had been submitted.

16 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That under Section 100A(4) 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 XX and XX of Part 1 of Schedule 12A of the said Act (as amended).

17 CREMATORIUM PRESENTATION

This item took place immediately following the Part I item of the same name.

The Service Director – Greenspace and The Legal Commercial Team Manager answered questions of confidential nature following which a thorough discussion regarding the proposed Crematorium took place.

RESOLVED: That the confidential information provided by the Service Manager – Greenspace and The Legal Commercial Team Manager regarding the proposed Crematorium at Wilbury Hills be noted.

18 PRESENTATION BY THE SERVICE DIRECTOR - COMMERCIAL

This item took place immediately following the Part I item of the same name.

The Service Director – Commercial answered questions of confidential nature following which a thorough discussion regarding the Commercial Team and it's future plans took place.

RESOLVED:

- (1) That the Service Director – Commercial present a written report to the next meeting of the Overview and Scrutiny Committee, which should provide the following information:
 - (i) The work of the Commercial Team; and
 - (ii) The essential provision of future forecasting.
- (2) That the confidential information provided by the Service Manager – Commercial regarding the Commercial Team be noted.

REASON FOR DECISION: To allow the Overview and Scrutiny Committee to comment on the work of the Commercial Team.

Tuesday, 17th September, 2019