

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, 21st January, 2020 at 7.30 pm

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Sue Ngwala.

2 MINUTES - 17 SEPTEMBER 2019

RESOLVED: That the Minutes of the Meeting of the Committee held on 17 September 2019 be approved as a true record of the proceedings and be signed by the Chair.

3 MINUTES - 23 OCTOBER 2019

RESOLVED: That the Minutes of the Meeting of the Committee held on 23 October 2019 be approved as a true record of the proceedings and be signed by the Chair.

4 NOTIFICATION OF OTHER BUSINESS

There was no other business notified.

5 CHAIR'S ANNOUNCEMENTS

- (1) The Chair welcomed those present at the meeting;
- (2) The Chair advised that, in accordance with Council Policy, the meeting would be audio recorded;
- (3) The Chair 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;
- (4) The Chair advised that if the meeting were to go on beyond 9pm, he would call a 5 minute comfort break.

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 CRIME AND DISORDER MATTERS

Members received a verbal presentation from Chief Inspector Sally Philips and the Community Protection Manager.

11 FAIR COLLECTION POLICY AND PRESENTATION BY PENHAM EXCEL LTD

RESOLVED: That the presentation by Penham Excel Ltd be noted.

RECOMMENDED TO CABINET: That the Draft Fair Collection Policy be adopted.

REASONS FOR DECISIONS:

- (1) To better inform the Committee of the role of Collection Agents in North Hertfordshire; and
- (2) To allow the Committee to comment on the Draft Fair Collection Policy before it is considered by Cabinet.

12 RESOLUTIONS OF THE OVERVIEW AND SCRUTINY COMMITTEE

RESOLVED: That the report entitled Resolutions of the Overview and Scrutiny Committee be noted.

REASON FOR DECISION: To enable the Overview and Scrutiny Committee to review and comment on actions and feedback received regarding resolutions previously made.

13 OVERVIEW AND SCRUTINY WORK PROGRAMME FOR 2019-2020

RESOLVED:

- (1) That the proposed topics for inclusion in the work programme and where appropriate, the high level form and time of scrutiny input, be determined and prioritised;
- (2) That the following items be considered at its meeting on 17 March 2020:
 - Revised Animal Licensing Policy;
 - NHDC Draft Electric Vehicle Strategy; and
 - Environmental Crime Vehicles.

and;

- (3) That the Task and Finish Group Protocol be reviewed at the meeting due to be held on 17 March 2020.

REASON FOR DECISIONS: 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.

14 PRIORITIES FOR THE DISTRICT - KEY PROJECTS HALF YEAR MONITORING

RESOLVED:

- (1) That delivery against the key projects for 19/20 be noted;
- (2) That the Service Director- Commercial be requested to present the closure report regarding the Hitchin Town Hall and District Museum to the Overview and Scrutiny Committee for consideration.

REASON FOR DECISION: To enable achievements against the key projects for 2019/20 to be considered.

15 2ND QUARTER UPDATE ON PERFORMANCE AGAINST PERFORMANCE INDICATORS

RESOLVED:

- (1) That the 2nd Quarter Update on Performance against Performance Indicators be noted.
- (2) That the Housing Performance Indicators Reg 1, Reg 2 and LI035a remain as “data only” for 2020/21 (benchmarking statistics for Hertfordshire authorities will be provided alongside the quarterly returns so performance can still be monitored and scrutinised).

REASONS FOR DECISIONS:

- (1) To update the Committee on the performance indicators as well as other indicators that officers have updated and activated on Pentana Risk.
- (2) To ensure there are appropriate monitoring arrangements in place for the Housing Performance Indicators for 2020/21.

16 COMMENTS, COMPLIMENTS AND COMPLAINTS - HALF YEAR UPDATE

RESOLVED: That the Half Year Update on Comments, Compliments and Complaints be noted.

REASON FOR DECISION: To provide an update on the first six months performance of 2019/2020 in regards to Comments, Compliments and Complaints for the Council and the contractors that provide services on the Council's behalf.

17 GARDEN WASTE SERVICE

RECOMMENDED TO CABINET:

- (1) That the concessionary rates principles as proposed in para 8.2 be agreed;
- (2) That the decision as to whether the implementation of Direct Debits is practicable for August 2020 be delegated to the Service Director of Place, in consultation with the Executive Member for Recycling and Waste Management.

REASON FOR DECISIONS: To deliver objectives set out in the Councils plan and to implement the recommendations in 2020/21.

18 DRAFT DEVELOPER CONTRIBUTIONS SPD

RESOLVED:

- (1) That the draft Developer Contributions SPD, attached as Appendix A to this report, be endorsed and approved for a six-week public consultation;
- (2) That Officers be instructed to conduct a review a to consider the feasibility of introducing a Community Infrastructure Levy for residential sites of 10 units or less.

REASONS FOR DECISIONS:

- (1) To allow the Developer Contributions SPD to be progressed so that it may be (i) adopted at the same time as, or shortly after, any future decision to adopt the new Local Plan and (ii) taken into account in relevant planning decisions;
- (2) To determine whether there is scope to introduce a levy for small sites which are not normally subject to requests for contributions but which, collectively, result in additional burdens upon local infrastructure.

19 UPDATE ON COMMERCIAL WORK PROGRAMME

RESOLVED: That the report be noted.

REASON FOR DECISION: The report is following the request of the Committee for a more detailed update on the work programme of the Commercial team and is for information only.

20 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 Paragraph 3 of Part 1 of Schedule 12A of the said Act (as amended).

21 UPDATE ON COMMERCIAL WORK PROGRAMME

RESOLVED: That the report entitled Update on Commercial Work Programme be noted.

REASON FOR DECISION: To keep the Overview and Scrutiny Committee updated on the work undertaken by the Commercial Team.