

# NORTH HERTFORDSHIRE DISTRICT COUNCIL

## DECISION SHEET

Meeting of the Overview and Scrutiny Committee held in the Council Chamber, District Council Offices, Gernon Road, Letchworth on Tuesday, 13th July, 2021 at 7.30 pm

### 1 WELCOME

The Chair welcomed everyone to the Overview and Scrutiny Committee meeting that was being held in the Council Chamber and advised that the meeting was being streamed live on the Council's YouTube channel and some Officers were joining online.

The Chair invited the Committee, Member and Scrutiny Officer to explain how proceedings would work.

The Committee, Member and Scrutiny Officer undertook a roll call of those officers joining the meeting online to ensure that they could hear and be heard and gave advice regarding the following:

- Rules of Debate;
- Voting; and
- Covid Risk Assessment Measures.

The Chair of the Overview and Scrutiny Committee, Councillor David Levett started the meeting proper.

### 2 APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors Nigel Mason, Jim McNally, Daniel Allen and Terry Tyler.

Having given due notice, Councillor Clare Billing advised that she would be substituting for Councillor Nigel Mason and Councillor Terry Hone advised that he would be substituting for Councillor Jim McNally.

### 3 MINUTES - 9 MARCH 2021

**RESOLVED:** That the Minutes of the Meeting of the Committee held on 9 March 2021 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, especially those who had attended to give a presentation;
- (2) The Chair advised that, in accordance with Council Policy, the meeting would be audio recorded as well as filmed. The audio recording would be available on the NHDC website and the film recording via the NHDC YouTube channel;

- (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 noted that this would be Hilary Dineen's last Overview and Scrutiny Committee meeting due to her retirement, and he thanked her for all the work she had done for the Committee over the years.

## 6 PUBLIC PARTICIPATION

There were no presentations by members of the public.

## 7 URGENT AND GENERAL EXCEPTION ITEMS

No urgent or general exception items had been received.

## 8 CALLED-IN ITEMS

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

## 9 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.

## 10 OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME

**RESOLVED:**

- (1) That the report entitled Overview and Scrutiny Committee Work Programme 2021/22 be noted;
- (2) That the recommendations of the Corporate Peer Challenge Action Plan be noted.

**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.

## 11 ANNUAL SAFEGUARDING REPORT 20/2021

**RESOLVED:**

- (1) That 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 be noted;
- (2) That 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 and the Authority's duties in relation to specific areas such as Prevent and counter terrorism, modern slavery and human trafficking and domestic abuse be noted;

- (3) That it be 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 this Committee should continue.

**REASON FOR DECISION:** To fulfil the statutory and lawful obligations within the approved budget and officer resources, and to ensure that a regular corporate review exists.

**12 COMMUNITY GRANTS POLICY REVIEW, NHDC FUNDING CRITERIA HEALTH PROTECTION BOARD COMMUNITY USE, & REVIEW OF CABINET PANELS' TERM OF REFERENCE**

**RECOMMENDED TO CABINET:**

- (1) That Cabinet be requested to not take forward the following revision of the Grant Policy criteria as set out under section Two for eligibility of organisation (Appendix A):  
  
Paragraph F – 'be able to demonstrate financial need and that other sources and options for funding have been considered and exhausted before application to the district council'.  
  
(2) That Cabinet be requested to consider the following revision of the Grant Policy criteria as set out under section Two for eligibility of organisation (Appendix A) for approval:  
  
Paragraph G – 'be able to demonstrate the award of the grant provides 'Additionality' to the service provision of the organisation (i.e. is innovative in nature and beyond the normal scope of the organisation's current activities)';  
  
(3) That Cabinet be requested to take into consideration all the comments made by the Overview and Scrutiny Committee, as listed in the Minutes of its meeting of 15 July 2021, before making its final decision on the revisions to the Grant Policy criteria;  
  
(4) That Cabinet be requested to approve the Protocol for the NHDC / Health Protection Board Funding (Appendix B) and be requested to approve the amendments to the District Wide Community Facilities Capital & Revenue Grants Panel (Appendix C), and;  
  
(5) That Cabinet be requested to review the Cabinet Panels' Terms of Reference and approve the proposed amendments (Appendices D, E & F) or such other amendments as are deemed appropriate.

**REASON FOR DECISIONS:** To enable the Overview and Scrutiny Committee to comment on the report entitled Community Grants Policy Review, NHDC Funding Criteria Health Protection Board Community Use, and Review of Cabinet Panels' Terms of Reference prior to consideration by Cabinet.

**13 FULL YEAR UPDATE ON COMPLIMENTS, COMMENTS AND COMPLAINTS (3Cs) 2020-2021**

**RESOLVED:** That the Information Note entitled Full Year Update on Comments, Compliments and Complaints (3Cs) and appendices be noted.

**REASON FOR DECISIONS:** To update the Committee on the full year (2020/21) performance regarding the Comments, Compliments and Complaints (3Cs) received for the Council and the Contractors that provide services on the Council's behalf.

**14 MEMBERS' QUESTIONS**

No questions had been submitted.

**Tuesday, 13th July, 2021**