

# NORTH HERTFORDSHIRE DISTRICT COUNCIL

## DECISION SHEET

Meeting of the Overview and Scrutiny Committee held in the Council Chamber, District Council Offices, Gernon Road, Letchworth, SG6 3JF  
on Tuesday, 20th June, 2023 at 7.30 pm

### 1 APOLOGIES FOR ABSENCE

No apologies for absence were received from Councillors.

Having given due notice Councillor Lisa Nash would fill in for the Liberal Democrat vacancy for this meeting.

### 2 MINUTES - 9 MARCH 2023

**RESOLVED:** That the Minutes of the Meeting of the Committee held on 9 March 2023 be approved as a true record of the proceedings and be signed by the Chair.

### 3 NOTIFICATION OF OTHER BUSINESS

There was no other business notified.

### 4 CHAIR'S ANNOUNCEMENTS

(1) The Chair advised that, in accordance with Council Policy, the meeting would be audio recorded;

(2) 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.

(3) The Chair advised that section 4.8.23(a) applied to this meeting.

### 5 PUBLIC PARTICIPATION

There was no public participation at this meeting.

### 6 URGENT AND GENERAL EXCEPTION ITEMS

The Chair advised that he had been informed of one item under the Urgent Proceedings regarding the Local Authority Housing Fund Round Two.

### 7 CALLED-IN ITEMS

There have been no items called-in by the Overview and Scrutiny Committee.

### 8 MEMBERS' QUESTIONS

No questions had been submitted.

### 9 RESOLUTIONS OF THE OVERVIEW AND SCRUTINY COMMITTEE

**RESOLVED:** That the report entitled Resolutions of the Overview and Scrutiny Committee was 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 ANNUAL REPORT OF OVERVIEW OF SCRUTINY 2022/2023**

**RESOLVED:** That the Committee considered and commented on the Annual Report of the Overview and Scrutiny Committee 2022/2023 as attached at Appendix A prior to consideration by Council.

**REASON FOR DECISION:** To enable the Overview and Scrutiny Committee to consider and comment on the report of the Chair of the Overview and Scrutiny Committee regarding the work of the Committee in the 2022/2023 Civic Year prior to consideration by Council.

**11 3C'S FULL YEAR UPDATE 22-23**

The Information Note entitled '3Cs Full Year Update 22-23' was presented by the Customer Service Manager.

**12 NORTH HERTS PLACE NARRATIVE**

**RECOMMENDED TO CABINET:** That Cabinet approves the North Herts Place Narrative.

**REASONS FOR REFERRAL:**

- (1) Despite being a district since 1974, North Hertfordshire has no clear identity and needs a point of differentiation within the county. This will help North Herts stand out as the place to invest, live, visit and work in Hertfordshire.
- (2) Currently, the Council and its partners are all telling different stories about North Herts which leads to fragmented communications. A joined up and coherent approach in the future will have greater impact, generate greater engagement and raise the profile of North Herts the place.

**13 CORPORATE PEER CHALLENGE REPORT & ACTION PLAN**

**RESOLVED:** That the content of the CPC report was noted.

**RECOMMENDED TO CABINET:**

- (1) That the draft Action Plan at Appendix A be considered, and proposed action be recommended to Cabinet for approval (as per Appendix A\*).
- (2) That, in the absence of timescales, that it be recommended to Cabinet, that these be set by the Leader, Deputy Leader and Managing Director (in consultation with relevant Committee Chairs and Vice Chairs).

**REASONS FOR REFERRAL:** To ensure that the Council responds to the matters identified within the CPC report, ensuring that the benefits of the CPC process are realised.

\*N.B. Appendix A should read Appendix B.

**14 Q4 UPDATE ON PROGRESS AGAINST THE COUNCIL DELIVERY PLAN 22-23**

**RESOLVED:** That the Overview and Scrutiny Committee determined projects that they wanted to receive more details on as part of the next monitoring report, including the resourcing issues the Council was facing.

**RECOMMENDED TO CABINET:**

- (1) That Cabinet notes the progress against Council projects as set out in the Council Delivery Plan (Appendix A) including new milestones, deleted milestones, and changes to milestone dates and risks.
- (2) That Cabinet notes the deletion of projects outlined in 8.6, to be replaced by new projects in 2023-24.
- (3) That Cabinet notes the completion in Q4 of the Museum and HTH recovery, Customer Portal, Full review of the Council Tax Reduction Scheme, and Green Space Management Strategy Projects.
- (4) That Cabinet notes the reduction in the Town Centre Recovery risk score from a 3 to a risk score of 2.

**REASONS FOR REFERRAL:** The Council Delivery Plan (CDP) monitoring reports provide Overview and Scrutiny, and Cabinet, with an opportunity to monitor progress against the key Council projects, and understand any new issues, risks, or opportunities.

#### 15 **WASTE SHARED SERVICE: CLIENT TEAM AND CORPORATE SUPPORT ARRANGEMENTS**

**RESOLVED:** That the draft timeline for transition for customer service provision outlined at 8.7 in the report was noted.

**RECOMMENDED TO CABINET:**

- (1) That each Council leads on their own customer service provision with one set of processes for customer interactions being developed and agreed with a focus on resolution at the first point of contact.
- (2) That Cabinet agrees, the proposed updates and changes to financial management and governance arrangements and subsequent necessary changes to the Inter Authority Agreement outlined in Section 8.
- (3) That Cabinet agrees to the updated waste service policy statements contained in Appendix 2 to come into force from May 2025.

**REASONS FOR REFFERAL:** To ensure the effective and efficient administration of the shared waste service.

#### 16 **EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED:** That under Section 100A of the Local Government Act 1972, the Press and Public be excluded from the meeting on the grounds that the following report will involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the said Act (as amended).

#### 17 **AN UPDATE OF THE ENTERPRISE DIRECTORATE'S WORK PROGRAMME**

**RESOLVED:** That the Committee noted the report.

**REASON FOR DECISION:** The report is following the request of the Committee for an update on the progress of the Enterprise Directorate work programme and is for information only.

#### 18 **OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME**

**Tuesday, 20th June, 2023**

***RESOLVED:***

- (1) That the Committee prioritises proposed topics for inclusion in the work programme attached as Appendix A and, where appropriate, determines the high level form and timing of scrutiny input.
- (2) That the Committee, having considered the most recent iteration of the Forward Plan, as attached as Appendix B, suggests a list of items to be considered at its meetings in the coming civic year.

***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.