



OVERVIEW AND SCRUTINY COMMITTEE

Thursday, 27th June, 2013

7.00 pm

Town Hall, Watford

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CONTACT

If you require further information or you would like a copy of this agenda in another format, e.g. large print, please contact Sandra Hancock in Legal and Property Services on 01923 278377 or by email to legalanddemocratic@watford.gov.uk .

Welcome to this meeting. We hope you find these notes useful.

ACCESS

Access to the Town Hall after 5.15 pm is via the entrance to the Customer Service Centre from the visitors' car park.

Visitors may park in the staff car park after 4.00 p.m. and before 7.00 a.m. This is a Pay and Display car park; the current charge is £1.50 per visit.

The Committee Rooms are on the first floor of the Town Hall and a lift is available. Induction loops are available in the Committee Rooms and the Council Chamber.

FIRE/EMERGENCY INSTRUCTIONS

In the event of a fire alarm sounding, vacate the building immediately following the instructions given by the Democratic Services Officer.

- Do not use the lifts
- Do not stop to collect personal belongings
- Go to the assembly point at the Pond and wait for further instructions
- Do not re-enter the building until authorised to do so.

MOBILE PHONES

Please ensure that mobile phones are switched off before the start of the meeting.

COMMITTEE MEMBERSHIP

Councillor K Collett (Chair)

Councillor A Khan (Vice-Chair)

Councillors J Aron, N Bell, S Greenslade, K Hastrick, S Johnson, A Lovejoy and R Martins

AGENDA

PART A - OPEN TO THE PUBLIC

1. APOLOGIES FOR ABSENCE/COMMITTEE MEMBERSHIP

2. DISCLOSURE OF INTERESTS (IF ANY)

3. MINUTES

The minutes of the meetings held on 26 March and 22 April 2013 to be submitted and signed. *(All minutes are available on the Council's website.)*

4. HOSPITAL CAR PARK UPDATE

A representative from West Herts Hospitals NHS Trust will attend the meeting and provide an update on the plans for the hospital car parks.

5. BENEFITS DEPARTMENT UPDATE (Pages 1 - 4)

This report provides an update on the improvement in Performance Indicators for the Benefits Service.

6. UPDATE ON THE COUNCIL'S KEY PERFORMANCE INDICATORS AND MEASURES - END OF YEAR (QUARTER 4) 2012/13 (Pages 5 - 24)

This report presents an update on the council's key performance indicators (KPIs) as at the end of year (quarter 4) 2012/13 (January - March) plus other performance measures requested by the Scrutiny Committee.

7. OUTSTANDING ACTIONS AND QUESTIONS (Pages 25 - 30)

The Scrutiny Committee is asked to review the outstanding actions and questions from previous meetings.

8. EXECUTIVE DECISION PROGRESS REPORT (Pages 31 - 62)

The Scrutiny Committee is asked to review the final edition of the 2012/13 Executive Decision Progress Report, the latest edition for 2013/14 and consider whether any further information is required.

9. HERTFORDSHIRE COUNTY COUNCIL'S HEALTH SCRUTINY COMMITTEE

Future agendas will include an update on the County Council's Health Scrutiny Committee, to which Watford Borough Council appoints a member.

10. OUTSOURCED SERVICES SCRUTINY PANEL (Pages 63 - 68)

The Scrutiny Committee is asked to confirm the membership for this Scrutiny Panel and review the proposed amended Terms of Reference.

Task Groups

11. COMMUNITY SAFETY PARTNERSHIP TASK GROUP (Pages 69 - 72)

The Scrutiny Committee is asked to agree the membership of the Task Group and note its latest work programme.

12. MANAGEMENT OF DISABLED PARKING BAYS TASK GROUP (Pages 73 - 124)

The Scrutiny Committee is asked to review the final draft of the Task Group's report, including the conclusions and recommendations.

13. WATFORD COMMUNITY HOUSING TRUST TASK GROUP

The Task Group Chair, Councillor Khan, to update the Scrutiny Committee on the Task Group's progress and work to date.

14. WORK PROGRAMME (Pages 125 - 128)

The Scrutiny Committee is asked to review the latest version of the rolling work programme.

15. DATES OF NEXT MEETINGS

- Thursday 25 July 2013
- Thursday 26 September 2013
- Thursday 24 October 2013 (For call-in only)