



OVERVIEW AND SCRUTINY COMMITTEE

Thursday, 22nd January, 2015

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 Democracy and Governance on 01923 278377 or by email to legalanddemocratic@watford.gov.uk .

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

ACCESS

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- Do not re-enter the building until authorised to do so.

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COMMITTEE MEMBERSHIP

Councillor K Collett (Chair)

Councillor J Dhindsa (Vice-Chair)

Councillors J Aron, N Bell, S Greenslade, K Hastrick, A Joynes, R Martins and D Walford

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 meeting held on 20 November 2014 to be submitted and signed.

Copies of the minutes of this meeting are usually available seven working days following the meeting.

(All minutes are available on the Council's [website](#).)

4. OUTSTANDING ACTIONS AND QUESTIONS (Pages 1 - 4)

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

5. EXECUTIVE DECISION PROGRESS REPORT (Pages 5 - 16)

The Scrutiny Committee is asked to review the latest edition of the Executive Decision Progress Report and consider whether any further information is required.

6. HERTFORDSHIRE COUNTY COUNCIL'S HEALTH SCRUTINY COMMITTEE

Councillor Martins, the Council's appointed representative to the County Council's Health Scrutiny Committee to provide an update.

Scrutiny Panels and Task Groups

7. BUDGET PANEL

Since the last Overview and Scrutiny Committee, Budget Panel has met on the following occasion –

- 2 December 2014
- 15 January 2015
-

The minutes are made available on the Council's website – www.watford.gov.uk/budgetscrutiny

The Chair of Budget Panel to provide an update to the Scrutiny Committee.

8. OUTSOURCED SERVICES SCRUTINY PANEL

Since the last Overview and Scrutiny Committee, Outsourced Services Scrutiny Panel met on the following occasion –

- 26 November 2014
- 7 January 2015

The minutes are made available on the Council's website -
<http://watford.moderngov.co.uk/ieListMeetings.aspx?Committeeld=223>

The Chair of Outsourced Services Scrutiny Panel to provide an update to the Scrutiny Committee.

9. COMMUNITY SAFETY PARTNERSHIP TASK GROUP

Since the last Overview and Scrutiny Committee, the Community Safety Task Group has met on the following occasion –

- 3 December 2014

The minutes are available on the Council's website -
<http://watford.moderngov.co.uk/ieListMeetings.aspx?Committeeld=209>

The Chair of the Community Safety Partnership Task Group to provide an update to the Scrutiny Committee.

10. PROPERTY TASK GROUP UPDATE

The Chair of the Property Task Group to provide an update.

11. CONTROLLED PARKING ZONES (CPZ) POLICIES TASK GROUP UPDATE

The Chair of the CPZ Task Group to provide an update.

12. DATES OF NEXT MEETINGS

- Thursday 5 February 2015 (For call-in only)
- Thursday 5 March 2015
- Thursday 26 March 2015 (For call-in only)

Action to be carried out		Responsibility	Committee Date	Deadline	Comments/officer
PI 41	<u>CCS2 – Improved street and environmental cleanliness</u>	Committee and Scrutiny Officer	25 June 2014	1 September 2014	The Environmental Health and Licensing Section Head to present a report at Overview and Scrutiny's March meeting on fly-tipping and enforcement.
	Add to work programme for a report on this indicator. Raise issue of abandoned bags of rubbish with officers	Overview and Scrutiny Committee and Outsourced Services Scrutiny Panel	20 November 2014	26 March 2015 and 26 November 2014 respectively	For discussion at the relevant meetings.
PI 43	<u>CCS7 – HomeLet</u>	Committee and Scrutiny Officer / Housing Section Head	25 June 2014	1 September 2014	Officers will be meeting on 11 September to discuss the interim findings. An update will be provided once it is available.
	Scrutiny Committee to be provided with a copy of the results of the current survey. (For 2014/15 this indicator is CS4) The Portfolio Holder and Housing Officers to be invited to attend a future scrutiny committee to discuss the HomeLet scheme.		17 September 2014	26 March 2015	The Portfolio Holder and Housing officers will be attending the March meeting.

Action to be carried out	Responsibility	Committee Date	Deadline	Comments/officer	
PI 45	<p><u>HR1 – Sickness absence</u></p> <p>1) Contact the Customer Services Section Head to discuss Members being able to shadow CSC officers.</p> <p>2) Presentation to a future meeting about 'a day in the life of a Customer Services Officer'.</p> <p>3) Housing Section to be asked to ensure a member of the team to be present in CSC during opening hours.</p> <p>4) Revenues and Benefits to be asked to provide an additional member of staff from the Benefits Team to the CSC.</p>	<p>Committee and Scrutiny Officer / Customer Service Section Head</p> <p>Committee and Scrutiny Officer</p> <p>Committee and Scrutiny Officer</p>	<p>25 June 2014</p> <p>20 November 2014</p> <p>20 November 2014</p>	<p>1 September 2014</p>	<p>This indicator is to be reported to Outsourced Services Scrutiny Panel.</p> <p>The Committee and Scrutiny Officer has contacted the Customer Services Section Head to discuss attending a future meeting. Further discussions to take place with the Chair of Overview and Scrutiny and then an item added to the work programme.</p> <p>Councillors Collett and Aron have visited the CSC and shadowed officers.</p> <p>The Committee and Scrutiny Officer has emailed the relevant Heads of Service to report on the Scrutiny Committee's views and seek their comments.</p>
PI 47	<p>Future reports to include a review of the Council's Corporate Plan.</p>	<p>Partnerships and Performance Section Head / Committee and Scrutiny Officer</p>	<p>17 September 2014</p>	<p>31 October 2014</p>	<p>The Chair Of Overview and Scrutiny, the Partnerships and Performance Section Head and the Committee and Scrutiny Officer have met to discuss the Corporate Plan. Several areas have been identified for possible future reviews. The Committee and Scrutiny Officer will review the suggestions and will add items to the work programme as appropriate.</p>

Action to be carried out	Responsibility	Committee Date	Deadline	Comments/officer	
Executive Decision Progress Report					
ED 6	Officers to be asked if they monitored the cumulative effect of agreed schemes on Watford.	Committee and Scrutiny Officer	17 September 2014	31 October 2014	The Managing Director and Head of Regeneration and Development have been contacted regarding this enquiry.
Work Programme					
WP 19	Work programme to be updated with two discussion topics agreed in the meeting.	Committee and Scrutiny Officer	25 June 2014	September 2014	To be updated following discussion with the Chair of Overview and Scrutiny.

Watford Borough Council

Executive Decision Progress Report

May 2014 – May 2015

Contact Officer: Sandra Hancock
Committee and Scrutiny Officer

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Email: legalanddemocratic@watford.gov.uk

All officer decisions are available on the Council's website – <http://watford.moderngov.co.uk/mgDelegatedDecisions.aspx?bcr=1> or from 6 August 2014 all Officer decisions are available on - <http://watford.moderngov.co.uk/mgListOfficerDecisions.aspx?bcr=1&BAM=0>. Only Officer key decisions are shown below.

Decision	Department	Decision maker	Date Key Decision to be taken (as shown on the Notice of Executive Decisions)	Status
Amendment to the Council's Housing Nomination Policy (Armed Forces related regulations)	Community and Customer Services	Head of Community and Customer Services	May 2014	Key decision Approved by the Head of Community and Customer Services on 1 May 2014 Not called in
Award a 4-year hawk flying contract as part of the WBC pigeon control strategy for the Town Centre	Community and Customer Services	Head of Community and Customer Services	May 2014	Key decision The Chair of Overview and Scrutiny Committee agreed that the decision could be dealt with in accordance with Access to Information Procedure Rule 16 of the Constitution, "Special Urgency". Approved by the Head of Community and Customer Services on 29 May 2014 Call-in not applicable
Provision of a temporary ice rink in Watford Town Centre	Community and Customer Services	Elected Mayor	June 2014	Key decision Approved by Mayor Thornhill on 4 June 2014 Not called in

Decision	Department	Decision maker	Date Key Decision to be taken (as shown on the Notice of Executive Decisions)	Status
Decision to “opt to tax” for VAT on a parcel of land on which the new market is to be built	Regeneration and Development	Portfolio Holder	July 2014	Key decision This decision is covered by Paragraph 3, Schedule 12A of the Access to Information Act; it refers to information relating to the financial or business affairs of the Council. Agreed by the Portfolio Holder on 14 July 2014 Not called in
Herts Waste Partnership Agreement Deed of Variation	Corporate Strategy and Client Services	Portfolio Holder	N/A	Non-key decision Agreed by the Portfolio Holder on 18 July 2014
Approval of the Residential Design Guide	Regeneration and Development	Cabinet	July 2014	Key decision Agreed by Cabinet on 23 July 2014 Not called in
To note the progress on the Allotments Investment Programme and Farm Terrace Update	Corporate Strategy and Client Services	Cabinet	July 2014	Key decision Previously proposed to be taken in November 2013, then January 2014 and then February 2014 Agreed by Cabinet on 23 July 2014 Not called in

Decision	Department	Decision maker	Date Key Decision to be taken (as shown on the Notice of Executive Decisions)	Status
Increase in budget to fund ICT Roadmap expenditure	Shared Director of Finance	Cabinet	July 2014	Key decision Agreed by Cabinet on 23 July 2014 and then Council on 30 July 2014 Call-in not applicable
To approve the continued development of the BIG events programme and the use of reserves to help fund this over the next 3 years	Head of Community and Customer Services	Cabinet	July 2014	Key decision Agreed by Cabinet on 23 July 2014 Not called in
Charter Place redevelopment by INTU	Democracy and Governance	Cabinet	July 2014	Key decision Agreed by Cabinet on 23 July 2014 Not called in
St Albans Road Parking Study: results of the stage 2 consultation and recommendations for further work	Regeneration and Development	Cabinet	July 2014	Key decision Agreed by Cabinet on 23 July 2014 Not called in
Approval to enter Section 106 Agreement for Watford Health Campus	Regeneration and Development	Cabinet	N/A	Non-key decision Agreed by Cabinet on 23 July 2014 Not called in

Decision	Department	Decision maker	Date Key Decision to be taken (as shown on the Notice of Executive Decisions)	Status
Grand Union Canal Towpath refurbishment Phase 3, contract rules exemption	Regeneration and Development	Cabinet	N/A	Non-key decision Agreed by Cabinet on 23 July 2014 Not called in
Asbestos Removal Works Under: HSE Control of Asbestos Regulations 2012	Democracy and Governance	Cabinet	N/A	Non-key decision Agreed by Cabinet on 23 July 2014 Not called in
Building Control	Regeneration and Development	Cabinet	N/A	Non-key decision Agreed by Cabinet on 23 July 2014 Not called in
Financial Outturn for the Authority 2013/14	Director of Finance	Cabinet	July 2014	Key decision In accordance with the Access to Information Procedure Rule 15 the Chair of Overview and Scrutiny Committee was notified that the decision was to be taken by Cabinet in July. Agreed by Cabinet on 23 July 2014 Not called in
Municipal Bonds Agency	Director of Finance	Cabinet and Council	N/A	Non-key decision Agreed by Cabinet on 23 July 2014 and then Council on 30 July 2014 Call-in not applicable

Decision	Department	Decision maker	Date Key Decision to be taken (as shown on the Notice of Executive Decisions)	Status
Award of contract for provision of a Homelessness Review Service (Part B)	Community and Customer Services	Cabinet	July 2014	Key decision This decision was taken in private due to the content of the report. It is covered by Paragraph 3, Schedule 12A, as it included commercially sensitive information regarding the awarding of a contract. Agreed by Cabinet on 23 July 2014 Not called in
Procurement of a footfall counting solution for Watford Town Centre	Regeneration and Development	Economic Development Officer	August 2014	Key decision Agreed by Economic Development Officer and Team on 15 August 2014 Not called in
Completion of Stage 1 of Watford Business Park Strategic Masterplan and Regeneration Initiative	Regeneration and Development	Cabinet	September 2014	Key decision Considered by Cabinet on 1 September Not called in
Approval to consult on draft Sports Facilities strategy	Corporate Strategy and Client Services	Cabinet	September 2014	Key decision Considered by Cabinet on 1 September Not called in

Decision	Department	Decision maker	Date Key Decision to be taken (as shown on the Notice of Executive Decisions)	Status
Watford Business Park Strategic Masterplan	Regeneration and Development	Cabinet	September 2014	Key decision Considered by Cabinet on 1 September Not called in
Application to BID Loan Fund	Regeneration and Development	Cabinet	September 2014	Non-key decision Considered by Cabinet on 1 September Not called in
Cassiobury Park Restoration – Acceptance of terms of grant	Corporate Strategy and Client Services	Head of Corporate Strategy and Client Services		Non-key decision Approved by Head of Corporate Strategy and Client Services on 22 September 2014 Call-in not applicable
Revised Housing Nomination Policy	Community and Customer Services	Cabinet	October 2014	Key decision Originally the decision was due to be considered in September. Considered by Cabinet on 13 October 2014 Not called in

Decision	Department	Decision maker	Date Key Decision to be taken (as shown on the Notice of Executive Decisions)	Status
Lease for Temporary Accommodation	Community and Customer Services	Property Manager and Housing Section Head		<p>Non-Key decision</p> <p>The Chair of Overview and Scrutiny Committee agreed that the decision could be dealt with in accordance with Access to Information Procedure Rule 16 of the Constitution, "Special Urgency".</p> <p>The report is covered by Paragraph 3, Schedule 12A, as it included commercially sensitive information regarding the awarding of a contract.</p> <p>Approved by the Property Manager and Housing Section Head on 16 October 2014.</p> <p>Call-in not applicable</p>
WBC Housing Strategy	Community and Customer Services	Cabinet	December 2014	<p>Amended</p> <p>Key decision</p> <p>Considered by Cabinet on 1 December 2014</p> <p>Not called in</p>
Town Centre Multi Storey Car Parks	Regeneration and Development	Cabinet	December 2014	<p>Amended</p> <p>Key decision</p> <p>Considered by Cabinet on 1 December 2014</p> <p>Not called in</p>

Decision	Department	Decision maker	Date Key Decision to be taken (as shown on the Notice of Executive Decisions)	Status
Termination of the Housing Regeneration Initiative (HARI) agreement	Community and Customer Services	Cabinet	December 2014	Amended Key decision Considered by Cabinet on 1 December 2014 Not called in
Local Plan Part 2 – progression to consultation	Regeneration and Development	Cabinet	December 2014	Amended Key decision Considered by Cabinet on 1 December 2014 Not called in
Town Centre Partnerships proposal to ballot for a Business Improvement District (BID)	Regeneration and Development	Cabinet	December 2014	Amended Key decision Considered by Cabinet on 1 December 2014 Not called in
Economic Development Strategy Refresh (2015-2020)	Regeneration and Development	Cabinet	December 2014	New Non-key decision Considered by Cabinet on 1 December 2014 Not called in

Decision	Department	Decision maker	Date Key Decision to be taken (as shown on the Notice of Executive Decisions)	Status
Wifi connectivity report	Regeneration and Development	Cabinet	December 2014	New Non-key decision Considered by Cabinet on 1 December 2014 Not called in
Adoption of the Watford Sports Facilities Strategy	Corporate Strategy and Client Services	Cabinet	January 2015	Amended Key Decision Originally due to be taken in December 2014 Due to be considered at Cabinet 19 January 2015
Private Rented Sector Discharge Policy	Community and Customer Services	Cabinet	January 2015	Amended Key decision Due to be considered at Cabinet 19 January 2015
Draft Revenue and Capital Estimates 2015/2018	Finance	Cabinet	January 2015	New Key decision Due to be considered at Cabinet 19 January 2015

Decision	Department	Decision maker	Date Key Decision to be taken (as shown on the Notice of Executive Decisions)	Status
Housing Storage Policy	Community and Customer Services	Cabinet	January 2015	New Key decision Due to be considered at Cabinet 19 January 2015
Wifi connectivity project – delegation of authority to Portfolio Holder	Regeneration and Development	Cabinet	January 2015	New Non-key decision Due to be considered at Cabinet 19 January 2015
Amendment and revocation of the Council's Air Quality Management Areas	Community and Customer Services	Portfolio Holder for Community and Customer Services	January 2015	New Key decision

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