



**WATFORD  
BOROUGH  
COUNCIL**

# **OVERVIEW AND SCRUTINY COMMITTEE**

**Wednesday, 28th September, 2016**

**7.00 pm**

**Town Hall, Watford**

**Publication date: 20 September 2016**

**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](mailto: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. This is a Pay and Display car park. From 1 April 2016 the flat rate charge is £2.00.

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 or on silent before the start of the meeting.

## **Filming / Photography / Recording / Reporting**

Please note: this meeting might be filmed / photographed / recorded / reported by a party other than Watford Borough Council for subsequent broadcast or publication.

If you do not wish to have your image / voice captured you should let the Chair or Democratic Services Officer know before the start of the meeting.

An audio recording may be taken at this meeting for administrative purposes only.

# Committee Membership

Councillor K Hastrick (Chair)

Councillor J Dhindsa (Vice-Chair)

Councillors J Fahmy, Asif Khan, R Martins, A Rindl, N Shah, D Walford and T Williams

## 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 21 July 2016 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. Call-in**

To consider any Executive decisions which have been called in by the requisite number of Members.

**5. Small Grants Fund Review 2013-2016 (Pages 7 - 54)**

Report of Corporate Leisure and Community Client Section Head

This report provides the scrutiny committee with a review of the Small Grants Fund.

**6. Scrutiny proposal - Leisure service procurement (Pages 55 - 68)**

Report of the Committee and Scrutiny Officer

The scrutiny committee is asked to consider a task group suggestion from the Corporate, Leisure and Community Client Section Head.

**7. Quarter 1 2016/17: Key Performance Indicator report (Pages 69 - 80)**

Report of the Partnerships and Performance Section Head

This report provides the first quarter results of the key performance indicators.

**8. Executive Decision Progress Report (Pages 81 - 86)**

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

**9. Hertfordshire County Council's Health Scrutiny Committee**

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

**Scrutiny Panels and Task Groups**

**10. Parking Strategy Task Group - final report (Pages 87 - 122)**

Report of the Committee and Scrutiny Officer

This report presents the final report and recommendations of the Parking Strategy Task Group and Cabinet's response.

**11. Neighbourhood Forum Task Group Update**

An update on the work of the Task Group to be provided.

## **12. Budget Panel**

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

- 6 September 2016

The minutes are available on the Council's website – [Browse meetings - Budget Panel | Watford Borough Council](#)

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

## **13. Outsourced Services Scrutiny Panel**

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

- 27 September 2016

The minutes are available on the Council's website - [Browse meetings - Outsourced Services Scrutiny Panel | Watford Borough Council](#)

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

## **14. Community Safety Partnership Task Group**

The first meeting of the Community Safety Task Group is scheduled to take place on Thursday 20 October 2016. (Please note the change of date, as it was originally scheduled to take place on 13 October 2016.)

Minutes for previous meetings are available on the Council's website - [Browse meetings - Community Safety Partnership Task Group | Watford Borough Council](#)

## **15. Dates of Next Meetings**

- Thursday 27 October 2016 (For call-in only)
- Thursday 24 November 2016
- Wednesday 21 December 2016 (For call-in only)