



**WATFORD
BOROUGH
COUNCIL**



OVERVIEW AND SCRUTINY COMMITTEE

22 June 2022

7.00 pm

Town Hall, Watford

Contact

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For information about attending meetings please visit the [council's website](#).

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Committee Membership

Councillor S Feldman (Chair)

Councillor F Ezeifedi (Vice-Chair)

Councillors S Ahmed, M Devonish, P Kloss, T Osborn, K Rodrigues, J Stiff and M Turmaine

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 17 March 2022 to be submitted and signed.

4. New scrutiny task group - Sustainability Strategy (Pages 4 - 10)

The committee is asked to agree the establishment of a new task group and appoint members and a chair.

5. Work Programme (Pages 11 - 14)

The scrutiny committee is asked to review the current version of the work programme and consider any additional areas councillors wish to scrutinise.

6. Executive Decision Progress Report (Pages 15 - 17)

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

7. Hertfordshire County Council's Health Scrutiny Committee

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

8. Date of Next Meeting

- Wednesday 29 June (Call-in only) – this meeting will be cancelled if there is no call-in.
- Wednesday 20 July

Agenda Item 4

Part A

Report to: Overview and Scrutiny Committee

Date of meeting: Wednesday, 22 June 2022

Report author: Senior Democratic Services Officer

Title: New scrutiny task group - Sustainability Strategy

1.0 Summary

- 1.1 The council is renewing its Sustainability Strategy which will be the foundation to the council's aim to achieve carbon net zero by 2030 and addressing the ecological emergency.
- 1.2 Councillor Ian Stotesbury, Portfolio Holder for Sustainability and Transport, has proposed a task group to contribute to the new strategy.

2.0 Risks

2.1

Nature of risk	Consequence	Suggested Control Measures	Response (treat, tolerate, terminate or transfer)	Risk Rating (combination of severity and likelihood)
The scrutiny committee does not agree to the suggestion.	Non-executive members will have less opportunity to shape the strategy prior to its consideration by Cabinet.	None	Tolerate	2

3.0 Recommendations

- 3.1 That Overview and Scrutiny Committee considers the scrutiny proposal to review the Sustainability Strategy.
- 3.2 If the scrutiny proposal is approved, that Overview and Scrutiny Committee agrees the task group's membership and chair.

Further information:

Jodie Kloss

jodie.kloss@watford.gov.uk

Report approved by: Carol Chen, Group Head of Democracy and Governance

4.0 Detailed proposal

- 4.1 The council's current Sustainability Strategy is due to expire in March 2023. Officers are in the process of developing a new strategy to come into effect at that time. An engagement exercise with residents and groups is planned for summer 2022 which will help to shape the incoming strategy.
- 4.2 The new strategy will set out the roadmap to achieving the council's sustainability goals and provide ways of measuring the council's progress. It will be a cross-cutting document which sets out how different parts of the council will work with sustainability at the forefront
- 4.3 Member engagement with the strategy at an early stage in the process will be invaluable to ensure it meets the needs of the council and residents from across the town. A task group is therefore being proposed to contribute to the process before the strategy goes to Cabinet for approval.
- 4.4 The aims of the task group will include:
- To ensure the soundness of the strategy in meeting its aims
 - To consider whether issues that members consider to be a priority are addressed in the documentation
 - To review the extent to which consultation feedback has been captured by the strategy
 - To determine whether any other issues raised in the public consultation should be further addressed in the strategy or by other means
 - To consider the governance and monitoring of the strategy following implementation.
- 4.5 If agreed, the task group will take the form of a number of meetings to coincide with the wider project timeline. It is anticipated that the group will need at least one session before and after the public consultation. As much as possible, undertaking the work in condensed daytime sessions will be pursued as an effective way of working.
- 4.6 Subject to member availability, the final report will be presented to Overview and Scrutiny Committee in November or December 2022. The strategy will go to Cabinet in February 2023.

4.7 The scrutiny committee is asked to approve the task group's membership and appoint a chair. Committee members are reminded that a task group should comprise between three and five non-executive councillors. A list of councillors who would like to be on the task group is attached at appendix 2. This also includes details of those who have indicated that they are interested in chairing the task group.

5.0 **Implications**

5.1 **Financial**

5.1.1 The Shared Director of Finance comments that there are no financial implications arising from this report.

5.2 **Legal Issues (Monitoring Officer)**

5.2.1 The Group Head of Democracy and Governance comments that there are no legal implications in this report.

5.3 **Equalities, Human Rights and Data Protection**

5.3.1 Having had regard to the council's obligations under s149, it is considered that any task group would need to take equalities obligations into account when making recommendations.

5.3.2 Having had regard to the council's obligations under the General Data Protection Regulation (GDPR) 2018, it is considered that officers are not required to undertake a Data Processing Impact Assessment for this report.

5.4 **Staffing**

5.4.1 There are no staffing implications.

5.5 **Accommodation**

5.5.1 There are no accommodation implications.

5.6 **Community Safety/Crime and Disorder**

5.6.1 There are no community safety or crime and disorder implications as a result of this report.

5.7 **Sustainability**

5.7.1 Focusing on sustainability is central to this piece of work.

Appendices

Appendix 1 – Scrutiny task group proposal form

Appendix 2 – List of councillors interested in participating and supporting statements for the role of Chair

Background papers

The following background papers were used in the preparation of this report. If you wish to inspect or take copies of the background papers, please contact the officer named on the front page of the report.

- Emails from those councillors interested in taking part in the proposed task group.

Watford Borough Council Overview and Scrutiny Committee
Scrutiny Task Group Scope and Terms of Reference

Scrutiny review title	Sustainability Strategy
Scrutiny proposer	CLlr Ian Stotesbury, Portfolio Holder for Sustainability
Details of specific area for review	<p>Watford Borough Council has declared a climate emergency in July 2019 and an ecological emergency in January 2021.</p> <p>The current Sustainability Strategy is due to expire in March 2023. Officers are in the process of developing a new strategy to come into effect at that time. An engagement exercise with residents and groups is planned for summer 2022 which will help to shape the incoming strategy.</p> <p>A scrutiny task group is proposed to feed into the development of the new strategy.</p>
Why this has been proposed for review, including the council priorities it supports	<p>The new strategy will be the foundation to the council's aim to achieve carbon net zero by 2030 and addressing the ecological emergency. The strategy will set out the roadmap to these goals and provide ways of measuring the council's progress.</p> <p>The strategy will be fundamental in meeting these sustainability ambitions and is an area of priority for the council. It will be a cross-cutting document which sets out how different parts of the council will work with sustainability at the forefront. Member engagement in the process is crucial as they will be part of the delivery of the strategy as well as having roles as ambassadors to residents.</p> <p>It supports the priority of a creative, thriving and diverse town.</p>
Purpose / objectives of the review, including key questions	<ul style="list-style-type: none"> • To ensure the soundness of the strategy in meeting its aims • To consider whether issues that members consider to be a priority are addressed in the documentation • To review the extent to which consultation feedback has been captured by the strategy • To determine whether any other issues raised in the public consultation should be further addressed in the strategy or by other means. • To secure ownership of the strategy by non-executive councillors and the strengthen residents' understanding and buy-in • To consider the governance and monitoring of the strategy following implementation.
Any areas excluded from the scope	<ul style="list-style-type: none"> • Raw data from consultation • Existing strategies that are linked to the Sustainability Strategy
Desired outcomes / indicators of success	<ul style="list-style-type: none"> • An understanding of the aspirations of the strategy. • Secure support for the roadmap to achieving net zero. • An understanding of the key areas for action under the strategy.

	<ul style="list-style-type: none"> • To secure wider ownership of the strategy by non-executive Watford councillors. • To review key aspects of the strategy supported by an understanding of the feedback received in the public consultation and of wider residents' views. • To make recommendations to Cabinet that contribute to the success of the strategy. These recommendations would be based on the consultation feedback and members' wider local understanding.
Timescale and key dates, including proposed meeting format	<ul style="list-style-type: none"> • 22 June 2022 - scrutiny proposal to be considered by Overview and Scrutiny Committee • Task group to meet 2 to 3 times between July and October • 16 November or 16 December 2022 (TBC) – draft report to be considered by Overview and Scrutiny Committee • 6 February 2023- Sustainability Strategy to Cabinet
Key departmental lead officer	Susheel Rao, Sustainability Officer
Witnesses	None directly, feedback will be captured through engagement work
What activities need to be taken to achieve the outcomes	<p>Reviewing draft strategy</p> <p>Reviewing engagement feedback</p> <p>Reviewing examples from best practice</p>
Key policies / documentation / baseline information needed	<p>Draft strategy including outline delivery plan and resourcing</p> <p>Engagement feedback summaries</p> <p>Review of best practice examples</p>
Any other sources of evidence (e.g., site visit)	None
Risks	<ul style="list-style-type: none"> • Robust strategy required to meet commitment to achieving net zero and proposed route map • Insufficient response to ecological emergency • Insufficient engagement with non-executive members and subsequent dissatisfaction with the strategy. • Loss of the opportunity to understand residents' views from the wider perspective held by ward councillors

JK
May 2022

Appendix 2

Task group membership

The following councillors have expressed an interest in participating in the task group. The names are listed in order of receipt:

1. Councillor Rabi Martins
2. Councillor Sara-Jane Trebar
3. Councillor Jessica Stiff
4. Councillor Peter Jeffree
5. Councillor Mark Hofman

Task groups must comprise between three and five councillors and are not required to be politically balanced.

Councillor Jessica Stiff would like to chair the task group and has provided the following statement:

I would be keen to put myself forward as chair for this as I consider it extremely important that we get our sustainability strategy right. Sustainability is an area that I am passionate about and have spent a significant amount of time and energy learning about and seeking to understand through both formal resources such as the training provided at the (Lib Dems) annual conference, taking A-levels in Physics and Organic Chemistry, and through less formal means such as reading articles (always with a critical eye on the source) and researching the statistics and implications. When it comes to sustainability there are many ways of seeking to have a positive impact, but then not achieving this due to not looking at the wider picture for all the elements that might have impact, for example electric cars can be seen as a panacea but there are both positives and negatives of switching to electric cars, for example if you switch to an electric car and use it for only two years having got rid of an alternative vehicle, the pollution produced in manufacturing that electric car will be far worse than any saved by switching to an electric vehicle for two years. Sustainability is far wider than just transport, it is appropriate materials, insulation, consumption reduction, education, lifestyle and economics.

Sustainability needs to run through our core as a council, from tree planting to sustainable building, to waste management, technology and town planning. I am keen to look at how we can improve on what we've done so far, and make Watford greener!

Overview and Scrutiny Committee

2022/2023 work programme

Date	Publishing	Topics	Speakers
22 June	14 June	<ul style="list-style-type: none"> New task group proposal: Sustainability Strategy OSC work programme 2022/23 	<ul style="list-style-type: none"> Jodie Kloss (Senior Democratic Services Officer) Jodie Kloss (Senior Democratic Services Officer)
29 June	21 June	<i>Call-in only</i>	<i>To be cancelled if no call-in.</i>
20 July	12 July	<ul style="list-style-type: none"> Update on sustainable transport contracts Quarter 4 2021/22 Council Performance Report - to monitor and challenge results 	<ul style="list-style-type: none"> Alan Gough (Group Head of Community and Environmental Services), Chris Fennell (Head of Leisure and Environmental Services), Kim Bloomfield (Contract and Relationship Manager - Sustainable Transport) Liam Hornsby (Head of Enterprise Programme Management Office), Claire Dow (Business Intelligence Manager)
27 July	20 July	<i>Call-in only</i>	<i>To be cancelled if no call-in.</i>
21 September	13 September	<ul style="list-style-type: none"> Quarter 1 2022/23 Council Performance Report - to monitor and challenge results 	<ul style="list-style-type: none"> Liam Hornsby (Head of Enterprise Programme Management Office), Claire Dow (Business Intelligence Manager), Kathryn Robson

		<ul style="list-style-type: none"> Update on WBC's Strategic Framework – to review progress achieved on the Council Plan and the Organisation Development Strategy 	<p>(Executive Head of Corporate Strategy & Communications)</p> <ul style="list-style-type: none"> Kathryn Robson (Executive Head of Corporate Strategy & Communications), Terry Baldwin (Executive Head of HR and OD), Liam Hornsby (Head of Enterprise Programme Management Office)
19 October	11 October	<ul style="list-style-type: none"> Voluntary Sector Commissioning Framework (End of Year Report – 2021-2022) – to review the end of year report 	<ul style="list-style-type: none"> Chris Fennell (Head of Leisure and Environmental Services) Julietta Federico (Contract and Relationship Manager)
16 November	8 November	<ul style="list-style-type: none"> Task group report: Sustainability Strategy Update on voluntary sector strategy and W3RT task group 2020/2021 	<ul style="list-style-type: none"> Chair of Task Group, Jodie Kloss (Senior Democratic Services Officer) Chris Fennell (Head of Leisure and Environmental Services) Julietta Federico (Contract and Relationship Manager), representatives from W3RT
14 December	6 December	<ul style="list-style-type: none"> Quarter 2 2022/23 Council Performance Report - to monitor and challenge results Update on WBC's Strategic Framework – to review progress achieved on the Council Plan and Organisation Development Strategy 	<ul style="list-style-type: none"> Liam Hornsby (Head of Enterprise Programme Management Office), Claire Dow (Business Intelligence Manager), Kathryn Robson (Executive Head of Corporate Strategy & Communications) Kathryn Robson (Executive Head of Corporate Strategy & Communications), Terry Baldwin (Executive Head of HR and OD), Liam Hornsby

			(Head of Enterprise Programme Management Office)
01 February	24 January	<ul style="list-style-type: none"> Update on Electric Vehicles Task Group Update on Sustainable Transport Strategy including task group recommendations 	<ul style="list-style-type: none"> Councillor Simon Feldman, Andy Smith (Senior Transport and Infrastructure Projects Officer) Councillor Amanda Grimston, Tom Dobrashian (Group Head of Place Shaping)
22 February	14 February	<ul style="list-style-type: none"> Community Safety Partnership – to review the update on the 2022/23 plan and consider objectives for 2023/24 	<ul style="list-style-type: none"> Liam Fitzgerald (Community Safety Co-ordinator)
15 March	7 March	<ul style="list-style-type: none"> Quarter 3 2022/23 Council Performance Report - to monitor and challenge results Update on WBC’s Strategic Framework – to review progress achieved on the Council Plan and Organisation Development Strategy 	<ul style="list-style-type: none"> Liam Hornsby (Head of Enterprise Programme Management Office), Claire Dow (Business Intelligence Manager), Kathryn Robson (Executive Head of Corporate Strategy & Communications) Kathryn Robson (Executive Head of Corporate Strategy & Communications), Terry Baldwin (Executive Head of HR and OD), Liam Hornsby (Head of Enterprise Programme Management Office)

Other items to be scheduled

2022/23

- Parking services - resources and levels of responsiveness to residents' needs (Cllr Hannon suggestion)

2023/24

- Update on the waste and recycling service (beginning 23/24).
- Review of CCTV service following move to new police station.
- Review changes to NLF applications following implementation.



Executive Decision Progress Report

From May 2022

Contact Officer: Jodie Kloss
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All officer decisions are available on the [Officer Decision Register](#) or on the full [Decision Register](#). Only key decisions are shown below. Further information about [forthcoming decisions](#) is available online.

Date key decision is due to be taken and by whom	Proposed decision published in the Notice of Executive Decisions	Details of the proposed decision	Does the decision contain any exempt information requiring it to be considered in private and what are the reasons for this?	Status
13 June 2022 Cabinet	28 January 2022	Voluntary Sector Commissioning Framework Lead officer: Chris Fennell	No	Approved by Cabinet 13 June 2022
13 June 2022 Cabinet	16 May 2022	Shared Services Lead officers: Vivien Holland / Liam Hornsby	Yes part exempt on the grounds that it contains information that may enable the reader to identify an individual.	Approved by Cabinet 13 June 2022
13 June 2022 Cabinet	16 May 2022	Delivering the Council Plan Lead officer: Donna Nolan	Yes on the grounds that the report contains information enabling readers to identify individuals.	Approved by Cabinet 13 June 2022
11 July 2022	10 June 2022	South West Hertfordshire Joint Strategic Plan of Community Involvement, and Issues and Options (Regulation 18) Consultation Document Lead officer – Jack Green	No	

Date key decision is due to be taken and by whom	Proposed decision published in the Notice of Executive Decisions	Details of the proposed decision	Does the decision contain any exempt information requiring it to be considered in private and what are the reasons for this?	Status
11 July 2022 Cabinet	10 June 2022	Town Hall and Colosseum Refurbishment – recommendation to appoint a main contractor Lead officer – Kate Harrison and Liam Hornsby	Yes on the grounds that it contains commercially sensitive information	
19 July 2022 Cabinet and Council	13 May 2022	Council Plan 2022-26 and Delivery Plan 2022-24 Lead officers: Kathryn Robson and Liam Hornsby	No	
19 July 2022 Cabinet and Council	10 June 2022	Leisure Contract Extension Lead officer – Chris Fennell	Yes on the grounds that it contains commercially sensitive information	