



**WATFORD  
BOROUGH  
COUNCIL**

# **OVERVIEW AND SCRUTINY COMMITTEE**

**15 November 2023**

**7.00 pm**

**3rd floor, Annexe, Town Hall, Watford**

**Contact**

Jodie Kloss

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

**Publication date: 7 November 2023**

# Committee Membership

Councillor A Grimston (Chair)

Councillor F Ezeifedi (Vice-Chair)

Councillors S Ahmed, M Devonish, P Hill, A Khan, P Kloss, L Nembhard and T Osborn

## 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 18 October 2023 to be submitted and signed.

**4. Call-in**

To consider any executive decisions which have been called in by the requisite number of councillors.

**5. Hospital redevelopment**

Representatives of West Herts Teaching Hospital Trust to make a presentation to the committee about the hospital redevelopment.

**6. Health integration update**

The Chief Executive of Watford Borough Council and the Chief Strategy and Collaboration Officer at West Herts Teaching Hospital Trust to make a presentation updating the committee on this emerging area of work.

**7. Watford Business Park**

The committee to receive a presentation from the Property Development Project Manager on the redevelopment of Watford Business Park.

**8. Executive Decision Progress Report (Pages 4 - 8)**

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

**10. Work Programme (Pages 9 - 12)**

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

**11. Date of Next Meeting**

- Wednesday 13 December 2023, 7pm



## **Executive Decision Progress Report**

**From May 2023**

Contact Officer: Jodie Kloss  
Senior Democratic Services Officer

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November 2023

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
5 June 2023 Cabinet	3 May 2023	<a href="#">Business Intelligence Strategy</a>  Lead officer: Liam Hornsby	No	Approved by <a href="#">Cabinet</a> 5 June 2023
5 June 2023 Cabinet	23 May 2023	<a href="#">Conservation Areas Management Plan - Actions 2023-26</a>  Lead officer: Sian Finney-MacDonald	No	Approved by <a href="#">Cabinet</a> 5 June 2023
10 July 2023 Cabinet	3 May 2023	<a href="#">Community Engagement and Participation Strategy</a>  Lead officer: Natalie Frost	No	Approved by <a href="#">Cabinet</a> 10 July 2023
10 July 2023 Cabinet	9 June 2023	<a href="#">Watford's Place Brand and Narrative</a>  Lead officer: Kathryn Robson	No	Approved by <a href="#">Cabinet</a> 10 July 2023

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
4 September 2023 Cabinet	3 August 2023	<a href="#">Communications and Conversations Strategy 2023-26</a>  Lead officer: Kathryn Robson, Marie Power	No	Approved by <a href="#">Cabinet</a> 4 September 2023
4 September 2023 Cabinet	3 August 2023	<a href="#">Letting at Croxley Business Park</a>  Lead officer: Peter Hall	Yes on the grounds that it contains commercially sensitive information.	Approved by <a href="#">Cabinet</a> 4 September 2023
4 September 2023 Cabinet	16 August 2023	<a href="#">UK Shared Prosperity Fund Phase 2 Proposals</a>  Lead officer: Cherie Norris	No	Approved by <a href="#">Cabinet</a> 4 September 2023
2 October 2023 Cabinet	3 August 2023	<a href="#">SW Herts Joint Strategic Plan Vision Report</a>  Lead officer: Jack Green	No	Approved by <a href="#">Cabinet</a> 2 October 2023
2 October 2023 and 17 October 2023 Cabinet and Council	29 September 2023	<a href="#">Annual Review of Fees and Charges</a>  Lead officer: Hannah Doney	No	Approved by <a href="#">Cabinet</a> 2 October 2023  Approved by <a href="#">Council</a> 17 October 2023

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
30 October 2023 Cabinet	29 September 2023	<a href="#">Voluntary Sector Commissioning Framework</a>  Lead officer: Semeta Bloomfield	No	Approved by <a href="#">Cabinet</a> 30 October 2023
30 October 2023 Cabinet	29 September 2023	<a href="#">Continuous Improvement Framework</a>  Lead officer: Liam Hornsby	No	Approved by <a href="#">Cabinet</a> 30 October 2023
30 October 2023 Cabinet	29 September 2023	<a href="#">Community Engagement and Participation Strategy</a>  Lead officer: Natalie Frost	No	Approved by <a href="#">Cabinet</a> 30 October 2023
30 October 2023 Cabinet	16 October 2023	<a href="#">Equality, Diversity and Inclusion Policy</a>  Lead officer – Christella Menson	No	Approved by <a href="#">Cabinet</a> 30 October 2023
27 November 2023 Cabinet	27 October 2023	<a href="#">Authority Monitoring Report</a>  Lead officer – Thomas Shaw	No	-
27 November 2023 Cabinet	27 October 2023	<a href="#">Beryl</a>  Lead officer – Paul Stacey	Yes, part exempt on the grounds that it contains commercially sensitive information.	-

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
27 November 2023 Cabinet	9 June 2023	<a href="#">Collaboration and Commercial Strategy</a>  Lead officer: Ishbel Morren	No	-
27 November 2023 Cabinet	27 October 2023	<a href="#">Community Asset Strategy</a>  Lead officer – Peter Hall	No	-



**Overview and Scrutiny Committee**

**2023/2024 draft work programme**

Date	Publishing	Topics	Type of item	Speakers
21 June	13 June	<ul style="list-style-type: none"> <li>• OSC work programme 2023/24</li> <li>• Customer Experience Strategy</li> <li>• Report-it update</li> </ul>	<ul style="list-style-type: none"> <li>• Scrutiny business</li> <li>• Service performance</li> <li>• Service performance</li> </ul>	<ul style="list-style-type: none"> <li>• Jodie Kloss (Senior Democratic Services Officer)</li> <li>• Liam Hornsby (Associate Director of Corporate and Customer Services), Michelle Carty (CSC Operations)</li> <li>• Lee Anderson (Digital Improvement Manager)</li> </ul>
19 July	11 July	<ul style="list-style-type: none"> <li>• Council Plan and performance update (Quarter 4 2022/23)</li> <li>• Establishment of task group - housing</li> </ul>	<ul style="list-style-type: none"> <li>• Performance and delivery monitoring</li> <li>• Review of outside organisations</li> </ul>	<ul style="list-style-type: none"> <li>• Liam Hornsby (Associate Director of Corporate and Customer Services), Lee Pound (Executive Head of HR and OD), Claire Dow (Intelligence, Performance and Improvement Lead)</li> <li>• Jodie Kloss (Senior Democratic Services Officer)</li> </ul>
20 September	12 September	<ul style="list-style-type: none"> <li>• Council Plan and performance update (Quarter 1 2023/24)</li> </ul>	<ul style="list-style-type: none"> <li>• Performance and delivery monitoring</li> </ul>	<ul style="list-style-type: none"> <li>• Liam Hornsby (Associate Director of Corporate and Customer Services), Lee Pound (Executive Head of HR and OD), Claire Dow ((Intelligence, Performance and Improvement Lead)</li> </ul>

		<ul style="list-style-type: none"> <li>• Spotlight on service delivery – waste and recycling.</li> <li>• Local response to the cost-of-living crisis</li> </ul>	<ul style="list-style-type: none"> <li>• Service performance</li> <li>• Review of outside organisations and partnerships</li> </ul>	<ul style="list-style-type: none"> <li>• Associate Director of Environment and Service Delivery Leads</li> <li>• Representatives from Citizens’ Advice, W3RT and Elim Church</li> </ul>
18 October	10 October	<ul style="list-style-type: none"> <li>• SLM contract update</li> <li>• Executive-Scrutiny protocol</li> </ul>	<ul style="list-style-type: none"> <li>• Service performance</li> <li>• Scrutiny business</li> </ul>	<ul style="list-style-type: none"> <li>• Paul Stacey (Associate Director of Environment), Semeta Bloomfield (Community Commissioning Lead), Julietta Federico (Contract and Relationship Manager)</li> <li>• Jodie Kloss (Senior Democratic Services Officer)</li> </ul>
15 November	7 November	<ul style="list-style-type: none"> <li>• Update on hospital development</li> <li>• Health integration</li> <li>• Watford Business Park</li> </ul>	<ul style="list-style-type: none"> <li>• Review of outside organisations and partnerships</li> <li>• Service review</li> <li>• Service review</li> </ul>	<ul style="list-style-type: none"> <li>• Representatives from West Herts Teaching Hospital Trust</li> <li>• Donna Nolan (Chief Executive), Toby Hyde (West Herts Teaching Hospital Trust)</li> <li>• Lauren Sharkey (Property Development Project Manager), Peter Hall (Associate Director of Property and Asset Management)</li> </ul>

13 December	5 December	<ul style="list-style-type: none"> <li>• Council Plan and performance update (Quarter 2 2023/24)</li> <li>• Spotlight on service delivery – street cleansing</li> </ul>	<ul style="list-style-type: none"> <li>• Performance and delivery monitoring</li> <li>• Service performance</li> </ul>	<ul style="list-style-type: none"> <li>• Liam Hornsby (Associate Director of Customer and Corporate Services), Lee Pound (Executive Head of HR and OD), Claire Dow (Intelligence, Performance and Improvement Lead)</li> <li>• Associate Director for Environment and Service delivery leads</li> </ul>
31 January	23 January	<ul style="list-style-type: none"> <li>• Update on recommendations of Sustainability Strategy Task Group</li> <li>• Update on recommendations of the Sustainable Transport Strategy Task Group</li> <li>• Update on the Electric Vehicle Task Group</li> <li>• Performance of the high street</li> </ul>	<ul style="list-style-type: none"> <li>• Scrutiny business</li> <li>• Scrutiny business</li> <li>• Scrutiny business</li> <li>• Review of outside organisations and partnerships</li> </ul>	<ul style="list-style-type: none"> <li>• Alan Gough (Director of Partnerships), Susheel Rao (Sustainability Officer)</li> <li>• Ben Martin (Associate Director of Planning, Infrastructure and Economy)</li> <li>• Ben Martin (Associate Director of Planning, Infrastructure and Economy)</li> <li>• Representatives of the BID and Atria</li> </ul>
21 February	13 February	<ul style="list-style-type: none"> <li>• Community Safety Partnership</li> </ul>	<ul style="list-style-type: none"> <li>• Review of outside organisations and partnerships</li> </ul>	<ul style="list-style-type: none"> <li>• Liam Fitzgerald (Community Safety Manager) and CSP partners</li> </ul>

		<ul style="list-style-type: none"> <li>• Task group final report</li> </ul>	<ul style="list-style-type: none"> <li>• Scrutiny business</li> </ul>	<ul style="list-style-type: none"> <li>• Jodie Kloss (Senior Democratic Services Officer)</li> </ul>
13 March	7 March	<ul style="list-style-type: none"> <li>• Council Plan and performance update (Quarter 3 2023/24)</li> <li>• Spotlight on service delivery</li> </ul>	<ul style="list-style-type: none"> <li>• Performance and delivery monitoring</li> <li>• Service performance</li> </ul>	<ul style="list-style-type: none"> <li>• Liam Hornsby (Associate Director of Customer and Corporate Services), Lee Pound (Executive Head of HR and OD), Claire Dow (Intelligence, Performance and Improvement Lead)</li> <li>• Associate Director and Service Delivery Leads (TBC)</li> </ul>

**Other items for longer-term planning:**

- Briefing on the Parking Service and contract (arranged for October 2023)
- Recruitment and retention at WBC
- Update on the BID
- Visit Herts
- Shared services (St Albans/ Three Rivers)
- Voluntary Sector Commissioning Framework (End of Year Report – 2022-2023)
- Neighbourhood Locality Fund process review (2024/25)
- Review of CCTV service (2024/25)
- Affinity Water