

## Information Sheet No 40/09 - Decisions of Committees

### **POLICY AND RESOURCES COMMITTEE – 9 February 2010**

Present: Councillors K A Ayling (Chairman) (Leader of the Council), M D Aitken (Leader of the Opposition), R B Bick, P Caruso, D A Lewis, P V Mason, G Nicholson (Vice-Chairman), J Pearce, B A Perry, P N Seeby and M A Watson.

Also present: Councillors Mrs D Hart and J Metcalf.

**Action by**

**(A) APOLOGIES FOR ABSENCE** - Councillors Mrs J E E Ball and Mrs E M White (Mayor).

**(B) DECLARATIONS OF INTEREST**

Councillors Aitken and Seeby declared personal interests in Part 1, Item 8 – Monitoring of Broxbourne Housing Association Covenants with the Council and Part 2, Item 1 - The Council's Property Service - Sites of Interest and Key Property Issues and members of the Board of Broxbourne Housing Association.

Councillor Ayling declared a personal interest in Part 1, Item 12 - Revision of Sustainable Community Strategy and Performance Reward Grant Allocation as a member of the Board of Hertford Regional College.

Councillors Caruso declared personal interest in Part 2, Item 1 - The Council's Property Service - Sites of Interest and Key Property Issues as a neighbouring resident of the Council allotments at Broxbourne High Road.

Councillor Mason declared a prejudicial interest in Part 3(a), Item 1 - Proposed New Lease - Cheshunt Football Club.

**(C) MINUTES**

RESOLVED that the minutes of the meeting held on 13 October 2009 be approved as a correct record and signed by the Chairman

**(D) MATTERS ARISING FROM MINUTES OF PREVIOUS MEETING AND COMMITTEE'S WORK PROGRAMME**

None

**(E) DRAFT REVENUE ESTIMATES AND FEES AND CHARGES 2010/11**

RESOLVED that the Committee (a) approves the estimates and supporting information; and (b) advises the Council of its requirements.

DoR

**(F) OVERALL REVENUE ESTIMATES 2010/11**

RESOLVED that the Committee:

- (a) approves the amended service committee estimates;
- (b) approves a revenue contribution to capital of £500,000;
- (c) approves the establishment of a new earmarked reserve in the sum of £448,000 to provide for financial pressures in future years; and
- (d) recommends to the Council that the rate of council tax to be set for 2010/11 for a Band D property is £113.24, unchanged from 2009/10.

DoR

(G)

## REPORTS OF THE CHIEF EXECUTIVE OFFICER

### PART 1

Item 1 **SAFER COMMUNITIES MONITOR - QUARTERLY REPORT FOR OCTOBER TO DECEMBER 2009**

Councillor Seeby drew attention to the urgent need to clean the Council's public noticeboards in town centre locations, which inhibited the public from reading the contents and asked if this could be made a restorative justice scheme.

CSTCM

RESOLVED that the Committee:-

- (a) notes the level of external funding for the Broxbourne area in addressing the findings from the Place Survey 2008 and asks officers for regular progress reports on the Communicating with Confidence initiative and ASB Delivery Improvement Plan;
- (b) welcomes the proposed benchmarking exercise of ASB reporting and minimum standards
- (c) endorses the local community safety priorities identified by the local Strategic assessment 2010/2011 and asks the Local Strategic Partnership to give positive consideration to the remaining bids from the Broxbourne CDRP for Performance Reward Grant.

CEO/  
CSTCM

Item 2 **REVIEW OF NEIGHBOURHOOD FORA BOUNDARIES AND QUARTERLY UPDATE REPORT**

RESOLVED that the Committee:

- (a) agrees the neighbourhood fora boundaries be reconfigured as follows:
  - Hoddesdon North/Rye Park (no change)
  - Hoddesdon Town/Broxbourne (no change)
  - Wormley/Turnford (new area)
  - Goffs Oak, Bury Green, Flamstead End and Rosedale (new amalgamation)
  - Cheshunt Central and Cheshunt North (new area)
  - Waltham Cross and Theobalds (no change)
- (b) agrees to seek a 'top up' capital allocation of up to £100,000 per annum for neighbourhood budgets within the overall capital programme 2010/11 – 2012/13.

CSTCM

Item 3 **OUTCOME OF THE SCRUTINY COMMITTEE'S INVESTIGATION INTO THE EFFECTIVENESS AND VALUE OF THE COUNCIL AND OTHER AGENCIES' INVESTMENT IN WALTHAM CROSS**

RESOLVED that:

- (a) the Committee endorses the findings of the Scrutiny Committee and thanks it for its work; and
- (b) endorses the key findings and recommendations at (a) - (c) in the report submitted and will consider the implications of these in the other reports before this Committee on the Council's objectives.

CEO

Item 4 **OUTCOME OF A SCRUTINY COMMITTEE REVIEW OF THE TOWN PLANNING FUNCTION**

RESOLVED that

- (a) at the next suitable opportunity, a brief amendment is made to the Council's Scheme of Delegation to clarify responsibilities for the targeting and determination of planning gain;
- (b) an officer protocol be drawn up to set out appropriate arrangements for monitoring and reporting potential funding receipts from planning gain before and after its reference to Planning & Licensing Committee; and
- (c) the terms of both (a) and (b) be drawn up by the Chief Executive Officer and Director of Environmental Services, in consultation with the Chairmen of Policy & Resources and Planning & Licensing Committees, and appropriate brief reports be made to Council on the outcome.

CEO/DES

Item 5 **HEALTH MATTERS AFFECTING THE LOCAL COMMUNITY**

The Chairman suggested prices for the health shuttle service for Barnet & Chase Farm Hospitals should be adjusted so Barnet trips increase by 30p. In addition, Councillor Seeby requested that the forthcoming MORI survey include questions about patients' views on ease of access to GP premises.

HoCP/  
HoComms

RESOLVED that

- (a) the Chairman receives a report on the WRVS accounts before a decision is made regarding prices for use of the health shuttle service and officers, in consultation with the Chairman, then decide on any increases;
- (b) the Committee makes representations to the LSP on its non-recognition of the request for support of the health shuttle service with marketing costs for this partnership service for vulnerable sections of the local community, and requests that it reconsiders the matter;
- (c) the Council asks for a copy of the WRVS accounts for the health shuttle service so take up and efficiencies can be tracked;
- (d) any future proposals for price increases be made as part of the Council's standard estimate cycle; and
- (e) a report be made to the Grants Panel on the Council's contribution to the health shuttle service to ensure such expenditure is reviewed together with other grants.

HoCP

Item 6 **CORE CALENDAR OF MEETINGS**

The Committee requested that the Council meeting scheduled for 26 October 2010 be moved to 2 November 2010 and the Planning and Licensing Committee scheduled for that date moved to 9 November 2010. Members also sought clarification about whether the summer Council meeting will be fixed at the fourth week in July in future.

RESOLVED that:

- (a) the subject to the above amendment, the amended calendar of meetings for 2010/11 as set out in Appendix 'D' to the report submitted be approved; and
- (b) the proposed calendar for 2011/12 as outlined in Appendix 'E' to the report submitted be approved.

*(It was requested that the revised calendar is circulated to all members on Friday 12 February).*

HSS

Item 7 **RECOGNITION OF MEMBERS LONG SERVICE**

RESOLVED that the Committee requested that officers draw up a protocol for consideration by the full Council based on the principles set out in the report submitted, with the threshold set at thirty years, recognition of public service in allied statutory bodies such as Hertfordshire County Council and including former leaders in the scope of the scheme.

HSS

Item 8 **MONITORING OF BROXBOURNE HOUSING ASSOCIATION COVENANTS WITH THE COUNCIL**

RESOLVED that:

- (a) the revised format for covenant monitoring reporting is approved;
- (b) BHA be requested to provide future reports in accordance with the format.

HLS

Item 9 **REVISION OF PROCUREMENT STRATEGY**

RESOLVED that the Committee:

- (a) approves the Procurement Strategy 2010-2012 at Appendix 'G' to the report submitted, subject to the addition of a statement of (i) how the Council intends to use procurement as a vehicle to achieve its priorities; (ii) incorporation of recognition of member level approval for procurement; and (iii) acknowledgement of the needs for tests for the legality of commissioning of procurement ; and
- (b) agrees the draft action plan be subject to final approval by the relevant officers in concurrence with the Chairman, in due course, and a report on the outcome be incorporated in the Council's annual procurement report for 2009/10.

HoCP/  
CEO

Item 10 **INITIAL CAPITAL PROPOSALS 2010/11 – 2012/13**

RESOLVED that:

- (a) the Committee notes its capital requirements for 2010/11-2012/13 to be submitted for consideration, in conjunction with the other service committees' capital programmes and within the context of the available capital resources, by this committee in due course; and
- (b) accurate costings and business cases are developed, as appropriate, for each for the proposed capital projects.

DoR

Item 11 **REVIEW OF THE BOROUGH'S ECONOMIC DEVELOPMENT STRATEGY –  
REPORT ON PROGRESS**

RESOLVED that

- (a) the changes suggested as a result of the consultation process be incorporated into the draft Economic Development Strategy and the final version published; and
- (b) the Committee receives an annual report on the implementation of the strategy

SCO/CEO

Item 12 **(A) REVISION OF SUSTAINABLE COMMUNITY STRATEGY, AND  
(B) PERFORMANCE REWARD GRANT ALLOCATION**

RESOLVED that the Committee:

- (a) notes the draft Broxbourne sustainable community strategy;
- (b) endorses support for Bid 42 - CDRP Communications Officer and Bid 44 - PCSO for Hoddesdon, but referred all other bids back to the LSP for further consideration in the light of comments made in the Committee.
- (c) delegates receipt and consideration of the project plans including performance management and governance arrangements to the Council's Grants Panel;
- (d) Hertford Regional College be advised that the Council has policy requirements that this facility should serve the whole of the Borough, and that satisfactory governance arrangements must be put in place as a precondition of the Council's continued support; and
- (e) notes the outcome of the vibrancy of town centres project and remits further reports to the Town Centres Sub-Committee.

HoCP

Item 13 **REVIEW OF COUNCIL OBJECTIVES 2010**

RESOLVED that the Committee endorses the following priorities for inclusion in the corporate and other plans: -

- Olympics and Renaissance
- Town centres
- Balance across the Borough
- Community Safety and Reassurance
- Communication
- Financial goals
- Quality
- Planning, Green Belt and Brookfield
- Street Cleansing and Environment
- Youth

CEO

Item 14 **WORKING TOWARDS A COUNCIL-WIDE SERVICE QUALITY ACCREDITATION FRAMEWORK**

RESOLVED that

- (a) the Committee agrees a further report is made in due course to include the following:
  - (i) scope for a partnership with other councils on an inter-authority accreditation;
  - (ii) from the Council's Ipsos MORI survey results on satisfaction with services, an identification of services where most improvement is needed;
  - (iii) all heads of service which do not hold a valid recognised external quality accreditation be asked to produce a statement of intent and proposals to address quality issues, including an assessment of the cost of any measures by the next meeting; and
- (b) the Committee welcomes the decision of the Scrutiny's Committee to investigate customer care and awaits the outcome.

HoComms

**PART 2**

All items noted and in addition:

Item 10 **IPSOS MORI RESIDENTS' SURVEY UPDATE**

Councillor Seeby reiterated his earlier request that the forthcoming MORI survey include questions about access to GP surgeries.

HoComms

**PART 3 (a)**

Item 1 **PROPOSED NEW LEASE – CHESHUNT FOOTBALL CLUB**

RESOLVED that:

- (a) the existing lease be surrendered and a new lease be granted to the Cheshunt Football Club on the terms as set out in the report submitted;
- (b) the land identified for community use be excluded from the new lease;
- (c) a time limited Members' Panel be set up consisting of the chairmen of Policy and Resources and Planning and Licensing Committees to oversee the terms of the new lease;
- (d) the Council investigate the feasibility of a clause in the new lease on the protection of residents in neighbouring property from late night noise, etc. from patrons;
- (e) Longmores solicitors be instructed to complete the detailed terms of the lease; and
- (f) the District Auditor be asked to comment on the terms of the lease once they have been provisionally agreed.

HoPS

Item 2 **STRENGTHENING COUNCIL COMMUNICATIONS, CUSTOMER CARE AND MARKETING**

RESOLVED that

- (a) the Committee endorses the transfer of the vacant post, explores the approach in the report submitted and receives a report on the action taken and the other means of integration of communications and marketing across the Council;
- (b) asks the Finance & Personnel Committee to oversee the small transfer of resources and an audit of the structure, job descriptions and capabilities in communications and marketing; and
- (c) endorses the Council's requests for additional external funding resources and expresses its thanks to agencies responsible for resources made available thus far.

CEO

Item 3 **BROXBOURNE CONSTRUCTION SERVICES**

The Director of Resources circulated an additional note (copy attached).

RESOLVED that

- (a) Broxbourne Construction Services ceases to operate as a Service Organisation and is taken into the remit of the Environmental Services Committee with effect from 1<sup>st</sup> April 2010; and
- (b) reporting arrangements be developed with the relevant chairmen for business activities where stronger guidance, challenge and scrutiny of financial and performance data is necessary, and the financial and other performance data is reviewed and challenged on a quarterly basis.

DES

CEO

Item 4 **PREPARATION AND RESPONSIBILITIES ARISING FROM THE WHITE WATER CANOE COURSE AND THE OLYMPICS**

RESOLVED that

- (a) the Council set up a 2012 Steering Group in accordance with the Government's specification and fully participate in the other safety and enforcement arrangements as required by the responsible bodies; and
- (b) a further report be made on other arrangements to maximise the effectiveness of the Waltham Cross renaissance programme following the meeting of the Olympics Sub-Committee.

CEO

**PART 3(b)**

Item 1 **COMMERCIAL RENT** - noted

**Policy & Resources Committee 9<sup>th</sup> February 2010**  
**Part 3(a) Item 3 - Broxbourne Construction Services**  
**Additional Note – Proposals to Extend Reporting and Monitoring Arrangements**

The cessation of Broxbourne Construction Services as a service organisation will remove the requirement for the service area to prepare a monthly financial monitor which is presented to and subject to challenge and scrutiny by a panel comprising the Chairman and Deputy Chairman of the SO Board, the Leader, Deputy Leader and Chairman of Finance & Personnel Committee. Whilst this level of focus is perhaps disproportionate to the value of and level of risk involved in the services provided by Broxbourne Construction Services, it is recognised that there are business activities where stronger guidance, challenge and scrutiny of financial and other performance is needed and is appropriate. The service areas and activities that would benefit from closer scrutiny by a body of members will be selected based on a risk assessment, which will consider, for example, factors such as whether performance is subject to external factors or is demand led. This will ensure that those areas which warrant closer monitoring receive this, whilst not putting in place unnecessary processes for service areas whose budgets are straightforward and subject to little variation. It is suggested that these reporting arrangements are developed in conjunction with committee chairmen and that detailed financial and other performance information is reviewed and challenged on a quarterly basis.