



OVERVIEW AND SCRUTINY COMMITTEE

Date: Wednesday, 25 November 2020

Time: 6.00pm

Location: Virtual (via Zoom)

**Contact: Ian Gourlay (10438) 242703
committees@stevenage.gov.uk**

Members: Councillors: L Martin-Haugh (Chair), P Bibby CC (Vice-Chair), S Barr, L Chester, M Downing, ME Gardner, A McGuinness, J Mead, S Mead, A Mitchell CC, R Parker CC, C Parris and S Speller.

AGENDA

PART I

1. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

2. MINUTES - 13 OCTOBER 2020

To approve as a correct record the Minutes of the meeting of the Overview and Scrutiny Committee held on 13 October 2020.

Pages 5 – 8

3. PART I DECISIONS OF THE EXECUTIVE

To consider the following Part I Decisions of the Executive taken on 18 November 2020.

Executive Agenda Item		Page No.
2	Minutes of the Executive – 6 October 2020	5
3	Minutes of Overview & Scrutiny Committee and Select Committees	13
4	Covid-19 Update (verbal item)	N/A
5	Biodiversity Supplementary Planning Document (SPD): Public Consultation	29
6	Developer Contributions Supplementary Planning Document (SPD): Public Consultation	91
7	Hertfordshire Growth Board – Proposed Future Governance Arrangements	133
8	Mid Year Review of 2020/21 Treasury Management Strategy	171
9	Housing Revenue Account Medium Term Financial Strategy Update (2020/21 – 2024/25)	197
10	Second Quarter Revenue Monitoring Report 2020/21 – General Fund	235

Notice of Decisions to follow

PLEASE BRING YOUR AGENDA AND REPORTS FOR THE EXECUTIVE MEETING HELD ON 18 NOVEMBER 2020

4. URGENT PART I DECISIONS AUTHORISED BY THE CHAIR OF THE OVERVIEW AND SCRUTINY COMMITTEE

To consider any urgent Part I Decisions authorised by the Chair of the Overview and Scrutiny Committee.

5. URGENT PART I BUSINESS

To consider any Part I business accepted by the Chair as urgent.

6. EXCLUSION OF PRESS AND PUBLIC

To consider the following motions:

1. That under Section 100A of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as described in paragraphs 1 – 7 of Part 1 of Schedule 12A of the Act as amended by Local Government (Access to Information) (Variation) Order 2006.
2. That Members consider the reasons for the following reports being in Part II and determine whether or not maintaining the exemption from disclosure of the information contained therein outweighs the public interest in disclosure.

7. PART II DECISIONS OF THE EXECUTIVE

To consider the following Part II Decisions of the Executive taken on 18 November 2020.

Executive Agenda Item	Page No.
14. New Station North Multi-Storey Car Park	261

Notice of Decisions to follow

PLEASE BRING YOUR AGENDA AND REPORTS FOR THE EXECUTIVE MEETING HELD 18 NOVEMBER 2020.

8. URGENT PART II DECISIONS AUTHORISED BY THE CHAIR OF THE OVERVIEW AND SCRUTINY COMMITTEE

To consider any urgent Part II Decisions authorised by the Chair of the Overview and Scrutiny Committee.

9. URGENT PART II BUSINESS

To consider any Part II business accepted by the Chair as urgent.

Agenda Published 17 November 2020

This page is intentionally left blank

STEVENAGE BOROUGH COUNCIL

OVERVIEW AND SCRUTINY COMMITTEE MINUTES

Date: Tuesday, 13 October 2020

Time: 6.00pm

Place: Virtual (via Zoom)

Present: Councillors: Lin Martin-Haugh (Chair), Philip Bibby CC (Vice-Chair), Laurie Chester, Michelle Gardner, Andy McGuinness, John Mead, Sarah Mead, Adam Mitchell CC, Robin Parker CC and Claire Parris.

Start / End Time: Start Time: 6.00pm
End Time: 6.35pm

1 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies for absence were received from Councillors Sandra Barr, Michael Downing and Simon Speller.

There were no declarations of interest.

2 MINUTES - 23 SEPTEMBER 2020

It was **RESOLVED** that the Minutes of the meeting of the Committee held on 23 September 2020 be approved as a correct record for signature by the Chair.

3 PART I DECISIONS OF THE EXECUTIVE

The Committee considered the decisions on the following matters arising from the Executive meeting held on 6 October 2020.

Minutes of the Executive – 16 September 2020

Noted.

Covid-19 Update

In response to a series of Members' questions, officers advised:

- The intention to publish material recording the contribution of black people to the life and growth of Stevenage was to mark Black History Month. The Council would be inviting Councillor Michelle Gardner, amongst others, to inform and contribute to what would become a legacy document for the town; and
- Black History Month was designed to recognise and celebrate the various contributions of black people, rather than the wider BAME community. The Strategic Director (RP) was asked to provide Members with further information.

Workforce Strategy 2020 – 2023

In reply to a Member's question regarding the meaning of the terms in the graphs set out in the Workforce Profile section of the Strategy, the Senior Human Resources Manager confirmed that "Customer" referred to those staff employed in the business units such as Communities & Neighbourhoods and Housing & Investment; "Place" to those staff employed in the business units such as Stevenage Direct Services and Planning & Regulation; and "Transformation and Support" to those staff employed in the business units such as Corporate Services, Finance & Estates and Digital & Transformation. The Senior Human Resources Manager explained that these terms had arisen from the 2016 Senior Management Review. She undertook to incorporate a key in the Strategy document to define these terms, and to supply Committee Members with a full written answer on this matter.

Corporate Performance – Quarter 1 2020/21

In reply to a number of Members' questions and queries, officers commented:

- The Strategic Director (TP) would request the Assistant Director (Housing Development) to respond to Longmeadow Ward Councillors with details of the draft newsletter regarding the Malvern Close element of the Kenilworth Close Development, if possible prior to it being sent to local residents;
- The performance statistics for the time taken by the Customer Service Centre (CSC) had not been available for Quarter 1 due to the significant change of IT system for the CSC just prior to the Covid-19 pandemic, and the subsequent re-direction of CSC focus towards the provision of services during the pandemic. The statistics would be monitored for future Quarters; and
- The presentation of the performance statistics relating to website satisfaction would be reviewed, as the figures bore no relation to a defined scale (such as a numerical figure or a percentage figure). The Strategic Director (TP) stated that the figures related to the GovMetric system which measured satisfaction of the website. He undertook to arrange for Committee Members to be provided with details of the performance system used by the Council, including its cost to the Council.

In terms of website satisfaction, a Member commented that such statistics could be misleading, as invariably if users were dissatisfied, they would probably exit the website rather than remaining to complete a level of satisfaction request.

Hertfordshire Home Improvement Agency (HHIA) – 24 Month Review

Noted.

Council Tax Support Scheme 2020/21

Noted.

4 URGENT PART I DECISIONS AUTHORISED BY THE CHAIR OF THE OVERVIEW AND SCRUTINY COMMITTEE

None.

5 URGENT PART I BUSINESS

None.

6 EXCLUSION OF PRESS AND PUBLIC

It was **RESOLVED**:

1. That, under Section 100A of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as described in paragraphs 1 to 7 of Part 1 of Schedule 12A of the Act, as amended by SI 2006 No. 88.
2. That having considered the reasons for the following item being in Part II, it be determined that maintaining the exemption from disclosure of the information contained therein outweighed the public interest in disclosure.

7 PART II MINUTES - OVERVIEW AND SCRUTINY COMMITTEE - 23 SEPTEMBER 2020

It was **RESOLVED** that the Part II Minutes of the meeting of the Committee held on 23 September 2020 be approved as a correct record for signature by the Chair.

8 PART II DECISIONS OF THE EXECUTIVE

Part II Minutes – Executive – 16 September 2020

Noted.

9 URGENT PART II DECISIONS AUTHORISED BY THE CHAIR OF THE OVERVIEW AND SCRUTINY COMMITTEE

None.

10 URGENT PART II BUSINESS

None.

CHAIR

This page is intentionally left blank