

## SUMMARY OF DECISIONS TAKEN

**MEETING:**                    **Environment and Economy Select Committee**  
**Wednesday 24 June 2015 Shimkent Room, Daneshill House, Stevenage, SG1 1HN**

**MEMBERS PRESENT:**    Councillors M Downing (Chair), D Bainbridge, R Broom, J Brown, J Fraser, M Hurst, A McGuinness, and J Mead.

<p><b>1. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST</b></p>	
<p>Apologies for absence were submitted on behalf of Councillors L Briscoe and P Stuart.</p> <p>There were no declarations of interests.</p>	<p>G Moody Ext 2203</p>
<p><b>2. MINUTES – 8 JUNE 2015</b></p>	
<p>It was <b>RESOLVED</b> that the Minutes of the meeting of the Environment &amp; Economy Select Committee held on 8 June 2015 are agreed as a correct record and signed by the Chair.</p>	<p>G Moody Ext 2203</p>
<p><b>3. EXECUTIVE MEMBER RESPONSE TO MAINTENANCE OF TREES, HEDGES &amp; SHRUB BEDS SCRUTINY REVIEW</b></p>	
<p>The Head of Environmental Services presented the Executive Member response to the scrutiny review into the maintenance of trees, hedges and shrub beds.</p> <p>Members asked a number of detailed questions about the report which were answered by the Officer.</p> <p>In response to a Member request the Scrutiny Officer undertook to circulate to Members a copy of an email</p>	<p>L Myers Ext 8710</p> <p>S Weaver Ext 2332</p>

<p>from the Head of Environmental Services concerning a survey of shrub beds within the town. Members were requested to identify and feedback the location of any shrub bed requiring attention.</p> <p>The Officer was thanked for the clarity of the report.</p> <p>It was <b>RESOLVED</b> that the Executive Member response to the maintenance of trees, hedges and shrub beds scrutiny review is noted.</p>	
<p><b>4. SCOPING DOCUMENT – SCRUTINY REVIEW INTO THE BUSINESS TECHNOLOGY CENTRE</b></p>	
<p>The Scrutiny Officer presented the draft scoping document for the proposed scrutiny review into the Business Technology Centre.</p> <p>In reply to a question the Committee was advised that the centre was not solely funded by the Council. Other partners included the LDF, Job Centre Plus and local schools and colleges.</p> <p>Members requested that the following information be provided</p> <ul style="list-style-type: none"> <li>• Details of company turnover within the Centre, especially the incubator area as concerns were expressed of a perceived lack of suitable office space in the Town.</li> <li>• Details of the types of business using the Centre</li> <li>• The amount of incubator space within the Centre</li> </ul> <p>It was agreed that a ‘critical friend’ from a management company of a shared business space with incubator facilities be interviewed. It was noted that it would be preferable for the critical friend not to be from the same management company as the Stevenage centre. The Scrutiny Officer advised the Committee that it might be necessary to undertake this part of the review as a desktop exercise should it prove impossible to identify a suitable individual.</p> <p>It was noted that Cllr S Speller would be interested in taking part in the review due to the role he played as an</p>	<p>P Pinkney Ext 2257 G Rowe</p> <p>S Weaver Ext 2332</p>

<p>officer of the Council in establishing the centre.</p> <p>The Scrutiny Officer undertook to determine the availability of P Maguire, an interviewee from the Centre who had been a witness into the former review into Inward Investment and Business Support carried out in 2012.</p> <p>It was agreed that the draft scoping document be amended as follows:</p> <ul style="list-style-type: none"><li>• Include Future Talent as a questioning topic with suggested links to North Herts College and the University of Hertfordshire</li><li>• Include a comparison with the Stevenage BioScience Catalyst</li><li>• Review the need for a business accelerator.</li><li>• Review the levels and effectiveness of on-line versus on-site business support</li><li>• Review the admission / exit criteria for the Centre</li><li>• Review the amount of space made available within the Centre as an 'incubator'.</li></ul> <p>It was agreed that the lead roles for questioning in topic areas be as follows:</p> <ul style="list-style-type: none"><li>• Cllr J Brown – company turnover within the centre from its inception, inclusive of types of business</li><li>• Cllr M Hurst – BTC Funding</li><li>• Cllr Bainbridge – BTC Future Focus</li><li>• Cllr Downing – Future Talent</li><li>• Cllr Downing - Equalities and Diversity</li></ul> <p>The Committee was advised that it was expected that the final report should be completed by November 2015 with the Executive Portfolio Holder response due two months later in January 2016.</p> <p>It was <b>RESOLVED</b> that the scoping document, along with the amendments listed above, is noted.</p>	<p>S Weaver Ext 2332</p> <p>S Weaver Ext 2332</p>
<p><b>5. URGENT PART 1 BUSINESS</b></p>	
<p>None</p>	

<b>6. EXCLUSION OF PRESS AND PUBLIC</b>	
Not Required	
<b>PART II</b>	
<b>7. URGENT PART II BUSINESS</b>	
None	