



**OVERVIEW AND SCRUTINY COMMITTEE**

**18 March 2019**

**SUPPLEMENTARY AGENDA**

**PART 1**

**3. PART I DECISIONS OF THE EXECUTIVE**

To consider the Part 1 Decisions of the Executive taken on 14 March 2019.

\*Notice of Decisions attached.

*\*This report had not been circulated five clear days before the meeting (nor was it available for public inspection at that time). The Chair will therefore be required to formally accept the business as urgent given the short period of time left before the end of the call-in period on 22 March 2019.*

**PLEASE BRING YOUR PREVIOUSLY CIRCULATED EXECUTIVE AGENDA AND RPEORTS TO THE MEETING**

Supplementary Agenda Published 15 March 2019

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## NOTICE OF DECISIONS

<b>Meeting:</b>	Executive	
<b>Date:</b>	Thursday, 14 March 2019	
<b>Place:</b>	Shimkent Room, Daneshill House, Danestrete	
<b>Members Present:</b>	Councillors:	Sharon Taylor OBE CC (Chair), Mrs Joan Lloyd, Rob Broom, John Gardner, Richard Henry, Jackie Hollywell, Ralph Raynor and Jeannette Thomas.

**THE DEADLINE FOR CALL-IN OF ANY OF THE DECISIONS BELOW IS 22 MARCH 2019.  
SUBJECT TO THERE BEING NO CALL-IN THE ATTACHED DECISIONS MAY BE IMPLEMENTED WITH EFFECT FROM 25 MARCH 2019.**

<b>1</b>	<b>APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST</b>	I Gourlay x 2703
	<p>No apologies for absence were received.</p> <p>There were no declarations of interest.</p>	
<b>2</b>	<b>MINUTES - 13 FEBRUARY 2019</b>	I Gourlay x 2703
	<p>It was <b>RESOLVED</b> that the Minutes of the meeting of the Executive held on 13 February 2019 are approved as a correct record for signature by the Chair.</p>	
<b>3</b>	<b>MINUTES OF OVERVIEW &amp; SCRUTINY COMMITTEE AND SELECT COMMITTEES</b>	I Gourlay x 2703
	<p>In relation to the Minutes of the Community Select Committee meeting held on 12 February 2019, the Leader commended the Portfolio Holder for Housing, Health &amp; Older People and officers who had worked on the production of the Healthy Stevenage Strategy.</p> <p>In respect of the Minutes of the Overview &amp; Scrutiny Committee meeting held on 18 February 2019, the Community</p>	

Development Team was requested to liaise with the Portfolio Holder for Communities, Community Safety & Equalities regarding any initiatives looking to undertake any work around resident involvement for the Council in building diversity in groups and services.

It was **RESOLVED** that the Minutes of the following meetings of the Overview & Scrutiny Committee and Select Committees are noted –

Environment & Economy Select Committee – 31 January 2019  
Community Select Committee – 12 February 2019  
Overview & Scrutiny Committee – 18 February 2019

**THIRD QUARTER REVENUE MONITORING REPORT 2019/20 - GENERAL FUND AND HOUSING REVENUE ACCOUNT**

A Thomas x 2430

The following matters were discussed:

- Paragraph 4.9.9 - Council Tax on Empty Property – in the light of the budget for council tax on void properties likely to be overspent by £75,750 for the year, officers were requested to investigate steps to be taken to mitigate against this in the future by returning as many void properties as possible back into the housing stock for re-letting.
- Paragraph 4.9.12 – Communal Area Maintenance – officers were requested to provide the Leader with details of and reasons for the underspend of £40,000, and an indicative date for when the review of caretaking/maintenance services would be taking place.

It was **RESOLVED**:

**General Fund**

1. That the 2018/19 3rd Quarter General Fund projected net decrease in expenditure of £80,890 is approved.

2. That it is noted that the cumulative changes made to the General Fund net budget remain within the £400,000 (increase) variation limit delegated to Executive.
3. That the progress of the 2018/19 approved savings, growth bids and carry forwards is noted.
4. That the 2019/20 pressure of £118,420 is approved. The ongoing pressure is £51,800 with £66,620 being for one year only.
5. That the new carry forward requests of £80,000 are approved.

#### **Housing Revenue Account (HRA)**

6. That the 2018/19 3rd Quarter decrease in the net HRA deficit of £966,030 is approved.
7. That the progress of the 2018/19 approved savings, growth bids and carry forward requests is noted.
8. That the 2019/20 ongoing pressure of £17,000 is approved.
9. That the new carry forward requests of £507,470 are approved.

*Reason for Decision: As contained in report.*

*Other Options considered: As contained in report.*

<b>5</b>	<b>THIRD QUARTER CAPITAL MONITORING REPORT 2019/20 - GENERAL FUND AND HOUSING REVENUE ACCOUNT</b>	<b>A Thomas x 2430</b>
	The following matters were raised:	

- Paragraph 4.1.10 – ICT expenditure – in response to a question regarding the anticipated 2018/19 underspend of £552,000, it was confirmed that slippage had occurred due to the time taken to appoint a new ICT Strategic Partnerships Manager and the scaling up of revenue resources to support the delivery of the required ICT capital projects. It was expected that this capital expenditure would take place in Quarter 1 of 2019/20.
- Paragraph 4.1.21 – Boilers in community centres – officers were requested to provide an answer to Executive Members in respect of a suggested management programme of boiler replacements in community centres.
- Paragraph 4.1.23 – Pedaloes at Fairlands Valley Park – SLL be asked to ensure that the new pedaloes were made available for public use on a more regular basis than was currently the case.
- Commercial investments – officers undertook to consult with the Estates Team and report back to Executive Members on progress with the Acquisition Strategy (ie. proposals to acquire commercial property inside and outside of the Borough).

It was **RESOLVED:**

1. That the 2018/19 General Fund capital programme net decrease in expenditure of £3.870Million is approved, as summarised in Section 4.1 of the report.
2. That the 2018/19 Housing Revenue Account (HRA) capital programme net decrease in expenditure of £0.911Million is approved, as summarised in Section 4.2 of the report.
3. That the 2019/20 General Fund increase in capital expenditure of £3.015Million (slippage from 2018/19) is approved, as summarised in Paragraph 4.1.3 of the report.
4. That the 2019/20 HRA increase in capital expenditure of £1.036Million (£911,000 slippage from 2018/19 and £125,000 vehicles) is approved.

*Reason for Decision: As contained in report.*

*Other Options considered: As contained in report.*

6	<b>HOUSING REVENUE ACCOUNT ASSET MANAGEMENT STRATEGY</b>	<b>A Garside x 2545</b>
	<p>The Leader requested officers to ensure that the Asset Management Strategy included measures to be undertaken to ensure that when works were taking place, appropriate steps would be taken to protect the safety and security of residents and their properties.</p> <p>It was <b>RESOLVED:</b></p> <ol style="list-style-type: none"> <li>1. That the Housing Revenue Account (HRA) Asset Management Strategy, as set out in Appendix D to the report, is approved.</li> <li>2. That delegated authority is given to the Assistant Director (Housing &amp; Investment), following consultation with the Portfolio Holder for Housing, Health &amp; Older People, to finalise the Strategy and related Action Plan.</li> </ol> <p><i>Reason for Decision: As contained in report.</i>  <i>Other Options considered: As contained in report.</i></p>	
7	<b>CORPORATE PERFORMANCE FOR QUARTER THREE 2018/19</b>	<b>R Protheroe x2938</b>
	<p>The following points were raised during the debate:</p> <ul style="list-style-type: none"> <li>• Customer Feedback – in order to tackle areas where feedback to customers was not meeting performance targets, officers were requested to investigate methods (such as a small additional administrative resource) to improve communication and response times to customer enquiries.</li> <li>• Garage Business Plan – officers were requested to report back to the Leader and relevant Portfolio Holders on the reasons why a petition had been submitted regarding the proposals for the Nash Court Garage complex when the overall proposals for the Garage Business Plan had yet to be made public.</li> <li>• Use of Agency staff – officers were requested to provide the Leader with a breakdown of agency staff and an action plan</li> </ul>	

aimed at reducing the numbers of agency staff in the future.

It was **RESOLVED:**

1. That the delivery of priorities which form the Future Town, Future Council Programme and performance of the Council across the key themes for Quarter 3 2018/19, together with the latest achievements, is noted.
2. That the review of contractual arrangements for the management of health and safety compliance and measures implemented to ensure regulations continue to be met are noted and endorsed (Paragraphs 3.90 to 3.91 of the report).
3. That arrangements to meet new regulations (introduced in October 2018) relating to the Licensing of Houses of Multiple Occupation are noted and endorsed (Paragraphs 3.102 to 3.105 of the report).
4. That the resource planning implemented to provide a sustainable solution to meeting the level of customer contacts through the Customer Service Centre and provide a more consistent level of service to customers is noted and endorsed (Paragraphs 3.115 to 3.121 of the report).
5. That the improvements in sickness management practice is noted and future plans are endorsed (Paragraphs 3.131 to 3.135 of the report).

*Reason for Decision: As contained in report.*

*Other Options considered: As contained in report.*

<b>8</b>	<b>CO-OPERATIVE NEIGHBOURHOOD MANAGEMENT PROGRAMME DELIVERY 2018/19</b>	<b>R Gregory x2568</b>
	<p>The following matters were discussed:</p> <ul style="list-style-type: none"> <li>• Timescale for Combined Teams – much of the background work had been completed leading up to the introduction of combined teams of Community/Neighbourhood and Housing Officers to drive forward with CNM Programme, but</li> </ul>	



progression was awaiting the appointment of a new Housing Project Manager, who it was hoped, would progress this to completion in the summer of 2019.

- Involvement of Ward Members – officers were instructed to ensure that schedules of works completed and works to be carried out in each ward were provided to Ward Members.
- The Executive was of the view that it should be made clear in all future communications regarding the CNM Programme that all Councillors were in full support of the programme; also that accuracy was essential when identifying locations where improvements had taken place or were scheduled to take place.

The Executive supported an additional recommendation requesting officers to prepare a document setting out the purpose and aims of the CNM Programme, and to devote a whole edition of the Council's Chronicle Magazine based around the work taking place in connection with the CNM Programme, including details of the rationale of the timetable for the work in various wards.

It was **RESOLVED:**

1. That the delivery of activity undertaken through the Co-operative Neighbourhood Management (CNM) Programme to date is noted.
2. That the proposed Forward Plan for the CNM Programme over the coming year is noted.
3. That officers be requested to prepare a document setting out the purpose and aims of the CNM Programme, and to devote a whole edition of the Council's Chronicle Magazine based around the work taking place in connection with the CNM Programme.

*Reason for Decision: As contained in report; and 3. To better publicise the CNM Programme.*

*Other Options considered: As contained in report.*

9	<b>URGENT PART I BUSINESS</b>	C Barnes x2292
<p data-bbox="271 391 996 422"><b><u>Future High Street Fund: Expression of Interest</u></b></p> <p data-bbox="271 466 1960 571">The Leader had accepted that this urgent item could be considered at the meeting, and could not wait until the following meeting of the Executive, because the deadline for expressions of interest regarding the Future High Street Fund to be submitted to the Ministry of Housing, Communities and Local Government (MHCLG) was by 22 March 2019.</p> <p data-bbox="271 614 2049 683">The Leader asked officers to ensure that the expression of interest was accompanied by details of the type of projects that the Council would be hoping to implement should it be allowed to progress to the second stage of the process.</p> <p data-bbox="271 726 2027 826">It was noted that the Old Stevenage High Street did not meet the criteria for the submission of an expression of interest. However, it was hoped that the possible use of heritage-related external funding could be obtained for investment in the High Street area.</p> <p data-bbox="271 869 548 901">It was <b>RESOLVED:</b></p> <ol data-bbox="271 944 2072 1236" style="list-style-type: none"><li>1. That the bid process and guidance issued by the MCHLG is noted.</li><li>2. That the submission of an Expression of Interest based on the Stevenage Central Framework and its associated evidence base is endorsed.</li><li>3. That delegated authority be given to the Strategic Director (TP), following consultation with the Executive Member for Environment and Regeneration, to agree a letter of support on behalf of Executive, to be submitted with the Expression of Interest</li></ol> <p data-bbox="271 1279 907 1311"><i>Reason for Decision: As contained in report.</i></p> <p data-bbox="271 1316 974 1348"><i>Other options considered: As contained in report.</i></p>		

10	<b>EXCLUSION OF PRESS AND PUBLIC</b>	
	<p>It was <b>RESOLVED</b>:</p> <ol style="list-style-type: none"> <li>1. That, under Section 100(A) 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 to 7 of Schedule 12A of the Act, as amended by SI 2006 No. 88.</li> <li>2. That, having considered the reasons for the following items being in Part II, it be determined that maintaining the exemption from disclosure of the information contained therein outweighed the public interest in disclosure.</li> </ol>	
11	<b>PART II MINUTES - EXECUTIVE - 13 FEBRUARY 2019</b>	I Gourlay x2703
	<p>It was <b>RESOLVED</b> that the Part II Minutes of the meeting of the Executive held on 13 February 2019 are approved as a correct record for signature by the Chair.</p>	
12	<b>HOUSING BENEFIT OVERPAYMENTS WRITE OFFS GREATER THAN £10,000</b>	S Tarran
	<p>It was <b>RESOLVED</b> that the debts referred to in the report be written off.</p> <p><i>Reason for Decision: As contained in report.</i></p> <p><i>Other Options considered: As contained in report.</i></p>	

13	<b>FORMATION OF A WHOLLY OWNED HOUSING DEVELOPMENT COMPANY - BUSINESS PLAN AND FINANCIAL PROJECTIONS</b>	A Ahmed x2805
	<p>It was <b>RESOLVED</b> that the recommendations contained in the report be approved.</p> <p><i>Reason for Decision: As contained in report.</i></p> <p><i>Other Options considered: As contained in report.</i></p>	
14	<b>REGENERATION SCHEME UPDATE AND THE DISPOSAL OF FOUR RESIDENTIAL PROPERTIES AT GILES CRESCENT (FORMER WEDGEWOOD WAY SCHEME / DU PONT SITE)</b>	A Ahmed x2805
	<p>It was <b>RESOLVED</b> that the recommendations contained in the report, together with an additional recommendation made at the meeting, be approved.</p> <p><i>Reason for Decision: As contained in report.</i></p> <p><i>Other Options considered: As contained in report.</i></p>	
15	<b>URGENT PART II BUSINESS</b>	
	None.	