

SUMMARY OF DECISIONS -

Meeting:	Overview and Scrutiny Committee	
Date:	Monday, 18 March 2019	
Place:	Shimkent Room - Daneshill House, Danestrete	
Members Present:	Councillors:	Lin Martin-Haugh (Chair), Philip Bibby CC (Vice-Chair), Sandra Barr, Jim Brown, Michael Downing, James Fraser, Michelle Gardner, Lizzy Kelly, John Mead, Sarah Mead, Adam Mitchell CC and Robin Parker CC

1	APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST	F Nyamukapa Ext 2707
	<p>The meeting opened with a one minute silence in memory of the victims of the shootings that took place at mosques in Christchurch, New Zealand on 15 March 2019.</p> <p>Apologies for absence were received from Councillors J Hanafin and S-J Potter.</p> <p>There were no declarations of interest.</p>	
2	MINUTES - 18 FEBRUARY 2019	F Nyamukapa Ext 2707
	<p>A Member sought clarification on the reason for not including the Leader's New Homes Bonus Funding Initiatives for 2019/20 on the agenda. Officers informed the Committee the funds for the Leader's Initiative had been accounted for in the 2019/20 Budget and the amount was below the threshold for Key Decisions. It was indicated that officers were preparing briefing note for all Members.</p> <p>It was RESOLVED that the Minutes of the Overview and Scrutiny Committee held on 18 February 2019 are approved as a correct record and signed by the Chair.</p>	

3	PART I DECISIONS OF THE EXECUTIVE	F Nyamukapa Ext 2707
	<p>Minutes of the Executive – 13 February 2019</p> <p>The Committee noted the comments of the Executive.</p> <p>Minutes of the Overview & Scrutiny Committee and Select Committees</p> <p>The Committee noted the comments of the Executive.</p> <p>Third Quarter Revenue Monitoring Report 2019/20 – General Fund and Housing Revenue Account</p> <p>The Committee noted the comments of the Executive. Members raised questions regarding rent loss from increased voids for the Indoor Market and Liaison Officers for the Kenilworth Close development.</p> <p>Third Quarter Capital Monitoring Report 2019/20 – General Fund and Housing Revenue Account</p> <p>The Committee noted the comments of the Executive. Members sought clarification on underspend for works to the Timebridge boiler and indoor market.</p> <p>Housing Revenue Account Asset Management Strategy</p> <p>The Committee noted the comments of the Executive.</p> <p>Corporate Performance for Quarter Three 2018/19</p> <p>The Committee noted the comments of the Executive. Members raised the following issues:</p> <ul style="list-style-type: none"> • Handling of customer documents • New website features 	

- IT resources
- Customer complaints
- Third-party absence management provider (FirstCare)

Co-operative Neighbourhood Management Programme Delivery 2018/19

The Committee noted the comments of the Executive. The Committee raised questions regarding boundaries, neighbourhood wardens and community development officers. Members commended the work of neighbourhood wardens particularly those based in St Nicholas, Martins Wood and Shephall. The Committee assured officers that Members want to be more involved in community engagement matters.

It was **RESOLVED:**

1. That the Indoor Market Review report be circulated to the Committee
2. That Cooperative Neighbourhoods Manager sets up meetings to introduce Members to their respective neighbourhood wardens

4	OVERVIEW & SCRUTINY COMMITTEE - SCRUTINY WORK PROGRAMME 2019/20	S Weaver X 2332
	<p>The Committee considered the Scrutiny Work Programme for the Municipal Year 2019-20. The Assistant Director (Corporate Services and Transformation) informed the Committee that refreshments for Members could be included in the scope of the Independent Remuneration Panel (IRP) review. Members were advised that a Portfolio Holder Advisory Group meeting involving the O & S Committee will be scheduled to consider the (Information and Communications Technology) ICT Strategy and Investment Programme.</p> <p>The Committee discussed reviews on planning consultations and complaints handling. Members also highlighted Scrutiny training requirements.</p>	

	<p>It was RESOLVED:</p> <ol style="list-style-type: none"> 1. That the Overview & Scrutiny Committee Work Programme 2019-20 is noted 2. That Complaints Handling be the main review subject for the Overview & Scrutiny Committee for the 2019-20 Municipal Year 	
5	SBC SICKNESS MANAGEMENT REPORT	S Weaver X 2332
	<p>The Committee considered the draft report and recommendations for the Sickness Management Scrutiny Review. Members sought clarification on arrangements for the proposed wellbeing policy staff survey, formal and informal sickness management interviews and the Absence Management service provider (FirstCare).</p> <p>Officers reported that they were currently reviewing several wellbeing policy staff survey templates. Members were re-assured that the starting point for officers when assessing sickness/absence cases was that they are genuine. There was a trigger point for initiating informal sickness absence interviews. However, the trigger points were not just statistically based and managers were encouraged to exercise discretion. The Council offered a suite of support initiatives including referral to occupational health specialists. Employees had a right of appeal to a third party independent manager after any informal absence interview.</p> <p>It was RESOLVED:</p> <ol style="list-style-type: none"> 1. That the draft report is noted 2. That Recommendation 2.1.8 be amended to reflect the fact that the HR team and not Councillor John Mead will be providing an update on the suitability of a monthly wellbeing staff survey template 3. That the following recommendations be added to the report: <ol style="list-style-type: none"> a. That officers consider amending the existing policy to address the issues raised by officers from Customer 	

	<p>Service Centre and Housing Investment detailed at 4.1.14 to 4.1.26 to address the following issues:</p> <ul style="list-style-type: none"> (i) Providing flexibility to Managers to use discretion when managing sickness and inconsistencies across the organisation (ii) That planned medical operations/procedures and accidents be treated differently from other sickness reporting (iii) That the offer from CSC and Housing Investment be tied in with the option of a wider staff questionnaire/survey at Recommendation 8 (iv) That managers have access to past Return to Work Interviews, sickness data and reasons for informal/formal meetings all in one place (v) That officers consider clarifying the trigger points between formal and informal interviews 	
6	URGENT PART 1 DECISIONS AUTHORISED BY THE CHAIR OF OVERVIEW AND SCRUTINY COMMITTEE	
	<p>Future High Street Fund: Expression of Interest</p> <p>The Committee noted the comments of the Executive. It was reported that unfortunately the Old Stevenage High Street did not meet the criteria for the submission of an expression of interest. However, it was hoped that other funding sources could be identified for investment in the Old Town High Street area. Officers confirmed that the submission of expression of interest will not jeopardise the town centre regeneration projects. Projects for the Future High Street Fund will be identified if Stevenage was successful in the first phase of the bidding process.</p>	
7	URGENT PART 1 BUSINESS	
	None.	

8	EXCLUSION OF PUBLIC AND PRESS	
	<p>It was RESOLVED:</p> <ol style="list-style-type: none"> 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 involved 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 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 	
9	PART II MINUTES - 18 FEBRUARY 2019	
	<p>It was RESOLVED that the Part II Minutes of the Overview and Scrutiny Committee meeting held on 18 February 2019 are approved as a correct record and signed by the Chair.</p>	
10	PART II DECISIONS OF THE EXECUTIVE	
	<p>The Committee noted the comments of the Executive.</p>	
11	URGENT PART II DECISIONS AUTHORISED BY THE CHAIR OF THE OVERVIEW AND SCRUTINY COMMITTEE	
	<p>None.</p>	

12	URGENT PART II BUSINESS	
	None.	