

# Agenda



**AGENDA for a meeting of the OVERVIEW AND SCRUTINY COMMITTEE  
in THE COUNCIL CHAMBER, County Hall, Hertford on WEDNESDAY, 27 JANUARY  
2016 AT 9.30AM and on WEDNESDAY, 3 FEBRUARY 2016 AT 10.00AM**

**Please note venues and start times**

***Please note A.M. Session - Members participating in the evidence gathering groups meeting in the morning will need to attend the briefing with their group Members at 8.45 a.m. in the rooms indicated in Appendix 1 to the report.***

***Please note P.M. Session - Members participating in the evidence gathering groups meeting in the afternoon will need to attend the briefing with their group Members at 1.15 p.m. in the rooms indicated in Appendix 1 to the report.***

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## **MEMBERS OF THE COMMITTEE (16) - QUORUM (4)**

### **County Councillors (10)**

J Billing, M Cowan (Vice-Chairman), C Clapper, H K Crofton, T W Hone (Chairman), T Hutchings, A Joynes (Vice-Chairman), G McAndrew, D E Lloyd, D T F Scudder

### **Parent Governor Representatives (4)**

\*E Mensah, \*R Osterley, \*D Wolstenholme-Williams, Vacancy

### **Church Representatives (2)**

\*D Morton, \*J Sloan

*\* denotes members appointed for education scrutiny matters only.*

## **AGENDA**

### **AUDIO SYSTEM**

The meeting room has an audio system to assist those with hearing impairment. Anyone who wishes to use this should contact Main (front) Reception.

## **PART 1 (PUBLIC) AGENDA**

Meetings of the Committee are open to the public (this includes the press) and attendance is welcomed. However, there may be occasions when the public are excluded from the meeting for particular items of business. Any such items are taken at the end of the public part of the meeting and are listed under "Part II ('closed') agenda".

### **MINUTES [SC.8]**

To confirm the Minutes of the meeting of the Committee held on 11 December 2015 (attached).

### **WEDNESDAY, 27 JANUARY 2016 AT 9.30AM**

#### Non-Education Matters

None

#### Issues Including Education

### **1(A) SCRUTINY OF THE INTEGRATED PLAN PROPOSALS 2016/17 – 2019/20**

#### Report of the Head of Scrutiny

Report attached

Members are asked to bring the following reports to the meeting:

**‘Public Engagement and Consultation on the 2016/17– 2019/20 Integrated Plan Proposals’ (circulated as Item 4(i) for the Cabinet meeting of 18 January 2016); and**

**‘INTEGRATED PLAN 2016/17 – 2019/20 (incorporating Strategic Direction and Financial Consequences and the Treasury Management Strategy)’ (circulated as Item 4(ii) for the Cabinet meeting of 18 January 2016).**

### **WEDNESDAY, 3 FEBRUARY 2016 AT 10.00AM**

#### Non-Education Matters

None

#### Issues Including Education

### **1(B) SCRUTINY OF THE INTEGRATED PLAN PROPOSALS 2016/17 – 2019/20: DRAFT REPORT TO CABINET**

#### Report of the Head of Scrutiny

Report to be circulated to Members of the Committee on/after 28 January 2016 by email (hard copies of the report will also be available on/after Friday 29 January 2016 and also at the meeting on 3 February).

Note: A form requesting feedback on the Committee's scrutiny of the Integrated Plan Proposals will be tabled at the end of the meeting. Members will be asked to complete it and to return it to Tom Hawkyard, Head of Scrutiny, Room 322, County Hall, Hertford.

## **2. OTHER PART I BUSINESS**

Such other Part I Business which, if the Chairman agrees, is of sufficient urgency to warrant consideration.

### **ITEMS FOR REPORT TO THE COUNCIL [SC.7 (2)]**

Item 1 will be reported to Council.

Following this meeting of the Committee, the Committee's suggestions will be reported to Cabinet; the recommendations arising from the Cabinet meeting on 22 February 2016 will be considered by full Council on 23 February 2016 when it agrees its 2016/17 – 2019/20 budget.

## **PART II ('CLOSED') AGENDA**

### **EXCLUSION OF PRESS AND PUBLIC**

There are no items of Part II (Confidential) business on this agenda. If items are notified the Chairman will move:-

*"That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph(s) .... of Part 1 of Schedule 12A to the said Act and the public interest in maintaining the exemption outweighs the public interest in disclosing the information."*

If you require a copy of any of the reports mentioned above or require further information about this agenda please contact Michelle Diprose, Democratic Services Officer, on telephone no. 01992 555566 or e-mail michelle.diprose@hertfordshire.gov.uk. Agenda documents are also available on the internet at

<https://cmis.hertsdirect.org/hertfordshire/CabinetandCommittees.aspx>

Scrutiny information (including reports on scrutiny investigations) can be found at

<http://www.hertsdirect.org/scrutiny>

**DATE OF NEXT COMMITTEE MEETING: 10.00am on 20 April 2016 in the Ashbourne Room, County Hall**

**KATHRYN PETTITT  
CHIEF LEGAL OFFICER**

**HERTFORDSHIRE COUNTY COUNCIL**

**OVERVIEW AND SCRUTINY COMMITTEE  
WEDNESDAY, 3 FEBRUARY 2016 AT 10.00AM**

Agenda Item No

**1(B)**

**SCRUTINY OF THE INTEGRATED PLAN PROPOSALS 2016/17 – 2019-20: DRAFT  
REPORT TO CABINET**

*Report of the Head of Scrutiny*

Author: Michelle Diprose, Democratic Services Officer (Tel: 01992 555566)

**1. Purpose of report**

- 1.1 To enable Members to consider the evidence gathered during the Overview and Scrutiny Committee's 'scrutiny café' held (on 27 January 2016) as part of its scrutiny of the draft Integrated Plan (IP) proposals 2016/17 – 2019/20, including consideration of options identified by the Executive for meeting the unfunded savings gap for 2016/17.
- 1.2 To enable the Committee to consider its suggestions to Cabinet.

**2. Summary**

- 2.1 At its meeting on 11 December 2015, prior to its formal scrutiny, the Committee received a briefing from the Assistant Director of Finance, Resources & Performance who provided Members with an authority-wide overview of resources, pressures and key issues for the Council for 2016/17 - 2019/20. The Committee met again on 27 January 2016 to gather its evidence via a 'scrutiny café'. The outcome of that process will be considered when the Committee reconvenes on 3 February 2016; as a result of its discussions, Members will be asked to consider and agree their suggestions to Cabinet. A draft report to Cabinet based on the notes made at the 'scrutiny café' is attached as an Appendix to this report for Members' consideration.
- 2.2 The Committee's suggestions will be considered by Cabinet at its meeting on 22 February 2015; the recommendations arising from that meeting of Cabinet will be considered by full Council on 23 February 2016 when it will agree its Integrated Plan for the period 2016/17 – 2019/20.
- 2.3 Any proposals for future scrutinies will be considered by the Committee at its meeting on 20 April 2016. Service departments will be given 2 months to respond to Member requests for information made during the evidence gathering process and will be provided at the meeting on 20 April 2016.

**3. Recommendation**

- 3.1 The Committee is invited to consider its suggestions to Cabinet on the draft Integrated Plan proposals for 2016/17 - 2019/20, including consideration of options identified by the Executive for meeting the unfunded savings gap for 2016/17.

#### **4. Financial Implications**

4.1 There are no financial implications arising from this report.

#### *Background Information*

Overview and Scrutiny Committee reports and Minutes, October and December 2015

**HERTFORDSHIRE COUNTY COUNCIL**

**CABINET  
MONDAY, 22 FEBRUARY 2016 AT 2.00 P.M.**

Agenda Item No.

**X**

**COUNTY COUNCIL  
TUESDAY, 23 FEBRUARY 2016 AT 10.00AM**

Agenda Item No.

**X**

**SCRUTINY OF THE INTEGRATED PLAN PROPOSALS 2016/17 – 2019/20:  
Report of the Overview & Scrutiny Committee**

Report of the Deputy Chief Executive

Authors: Natalie Rotherham, Scrutiny Officer (Tel: 01992 555300)  
Michelle Diprose, Democratic Services Officer (Tel: 01992 555566)

**1. Purpose of Report**

1.1 To inform Cabinet and County Council of

- (a) the Overview and Scrutiny Committee's scrutiny of the integrated plan (IP) proposals 2016/17 – 2019/20, including consideration of options identified by the Executive for meeting the unfunded savings gap for 2016/17; and
- (b) the comments and suggestions made by the Committee as a result of that scrutiny.

**2. Summary**

2.1 At its meeting on 11 December 2015, prior to its formal scrutiny, the Committee received a briefing from the Assistant Director of Finance, Resources and Performance, who provided Members with an authority-wide overview of resources, pressures and key issues for the Council for 2016/17 and future years.

2.2 The Committee's scrutiny of the Integrated Plan 2015/16 – 2017/18 was conducted over two days; commencing on 27 January 2016, when it gathered its evidence via a 'scrutiny café', and concluding on 3 February 2016, when it agreed its comments and suggestions for Cabinet's consideration. These are set out in section 3 of the report below.

### **3. Committee Comments**

#### **3.1 Options for meeting the budget shortfall for 2016/17**

- 3.1.1 The Committee was supportive of the proposal to reduce the Member Locality Budgets from £10,000 to £5,000 per Member.
- 3.1.2 There were no other comments on the potential options identified by Cabinet for meeting the budget shortfall in 2016/17.

#### **3.2 Committee Suggestions**

3.2.1 That Cabinet gives consideration to the following:-

1. Assessing the impact on the Council's services of the changing demographics in the County so that future pressures and challenges can be addressed through detailed service plans and within the financial constraints within which the Council is operating.
2. Improving and strengthening partnership working through the further development of the relationships between all County Council departments and their stakeholders, including Health, the LEP, other tiers of local government, and the voluntary sector.
3. Investigating how localism and devolution activities can directly involve partners, particularly lower-tier authorities, rather than being driven in 'top-down' manner; and how they can be used to better support local economic development and prosperity.
4. Enabling smaller and medium sized local businesses to better understand the County Council's procurement processes to promote the local economy.
5. Investigating what further cross-portfolio/partnership working opportunities exist to ensure utilisation of the expertise and experience of trained officers/staff across different services to generate future savings and service resilience.
6. Ensuring Council staff have the right skills to secure Hertfordshire County Council's position as a leading, innovative Authority.
7. Continuing to look for opportunities to maximise the use of the Council's property assets:
  - (a) To ensure the most appropriate sites are used for services, including co-location e.g. retained fire stations and libraries
  - (b) To encourage services and partners to share accommodation
  - (c) To ensure rental charges help address budget challenges

- (d) To further support stakeholders and volunteers in helping to deliver services for the community
- (e) To examine ways of increasing business and income through County Council traded services.
- (f) To develop a strategic plan to address the maintenance and quality of school buildings across the County.

- 8. Developing a clear strategy for encouraging and supporting volunteering across services.
- 9. Promoting the use of buses in Hertfordshire.
- 10. Developing an arrangement with local authorities within Hertfordshire to increase the correct collection and usage of Community Infrastructure Levy (CIL).

3.2.2 The Committee also requested that Cabinet and Cabinet Panels note its comments below:-

Adult Care and Health and Environment, Planning and Transport

- 1. That consideration be given to transferring the Dial-A-Ride service from Environment to Adult Care and Health and lowering the age limit for those able to use the service to 60.

Children's Services

- 2. That waiting times for the Family Safeguarding Project be reviewed.
- 3. That the recording of asylum seeking children be reviewed.

Community Safety and Waste Management

- 4. That the risks and uncertainties involved with the proposals to manage Hertfordshire's residual waste be reviewed in detail.

Environment, Planning and Transport

- 5. That the impact on the budget of removing trees across the County infected with ash dieback be investigated so that provision can be put in place to meet the cost of this potential risk.
- 6. That strategic planning partnerships across Hertfordshire and neighbouring authorities be created to clarify the ongoing impact upon infrastructure, particularly with regard to housing development, to assess future budgetary implications for the Council.

Highways



7. That the potential for carrying out work concurrently with partners rather than consecutively in order to improve future cost efficiencies and customer service be established.
8. That Government be lobbied with a view to making public highways data from other local authorities available.

#### Public Health

9. To aid the lay reader, that future Public Health plans clarify statutory and non-statutory obligations and priorities within the Service's financial constraints.

### **3.2.3 The Leader of the Council and relevant Executive Members are asked to respond to these comments and suggestions prior to the Committee's meeting on 20 April 2016.**

#### **4. Background**

- 4.1 As agreed by Members, the Committee received background and contextual information from the Assistant Director, Resources and Performance at its meeting in December 2015. The Director's report provided the Committee with an authority-wide overview of resources, pressures and key issues for the Council for the forthcoming period. As well as providing the Committee with the information necessary to inform its scrutiny, the briefing also provided Members with an opportunity for preliminary discussion on the Council's draft Integrated Plan and to identify some of the issues they wished to explore further during the scrutiny process.
- 4.2 As in previous years, the Committee's formal scrutiny was conducted over two days; the first of which was used to gather evidence; the second to agree its findings, conclusions and suggestions to Cabinet.
- 4.3 The Committee adopted a 'scrutiny café' approach to its evidence gathering and, for this purpose, the Council's service/budget areas were divided into 8 groups, based on the portfolios of each Executive Member:-
  - 'Children's Services'
  - 'Community Safety & Waste Management'
  - 'Highways'
  - 'Public Health, Localism & Libraries'
  - 'Adult Care & Health'
  - 'Enterprise, Education & Skills'
  - 'Environment, Planning & Transport'
  - 'Resources & Performance'
- 4.4 Members of the Committee were divided into eight groups, with each group assigned a portfolio from which to gather evidence based on the following themes:-

- Strategy and Capital Investment
- Engagement
- Performance, Standards & Targets
- Sustainability, Deliverability and Implementation

4.5 All Members of the Council were notified of the scrutiny and were invited to attend. A number of Members took up this invitation and, with the Chairman's agreement, participated in the 'evidence gathering' part of the scrutiny.

4.6 The Committee reconvened on 3 February 2016 to agree its comments and suggestions for Cabinet's consideration.

## **5. Suggestions from the Overview & Scrutiny Committee**

5.1 The Committee's comments and suggestions on the draft Integrated Plan 2016/17 – 2019/20 are set out in section 3 of the report above; they will also be considered by the Resources and Performance Cabinet Panel at its meeting on 12 February 2015. The Panel's comments will be reported to Cabinet.

## **6. Financial Implications**

6.1 The financial implications of the Integrated Plan proposals 2016/17 – 2019/20 are as set out in the Integrated Plan proposals also being considered at this meeting.

## **7. Equalities Implications**

7.1 When considering proposals placed before Members it is important that they are fully aware of, and have themselves rigorously considered the equalities implications of the decision that they are taking.

7.2 Rigorous consideration will ensure that proper appreciation of any potential impact of that decision on the County Council's statutory obligations under the Public Sector Equality Duty. As a minimum this requires decision makers to read and carefully consider the content of any Equalities Impact Assessment (EqlA) produced by officers.

7.3 The Equality Act 2010 requires the Council when exercising its functions to have due regard to the need to (a) eliminate discrimination, harassment, victimisation and other conduct prohibited under the Act; (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it and (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it. The protected characteristics under the Equality Act 2010 are age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion and belief, sex and sexual orientation.

- 7.4 An Equality Impact Assessment (EqIA) has been undertaken on the draft Integrated Plan proposals 2016/17 – 2019/20 and this is included within the Integrated Plan proposals also being considered at this meeting.

**8. Conclusion**

- 8.1 Cabinet is asked to take into account the comments and suggestions of the Overview and Scrutiny Committee when considering the Integrated Plan proposals.

*Background Information*

Reports & Minutes of the Overview & Scrutiny Committee meetings held in October 2015 and December 2015

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## **SCRUTINY OF THE INTEGRATED PLAN PROPOSALS 2016/17 - 2018/19**

### **INFORMATION REQUESTS**

#### **Adult Care and Health**

1. Please provide an up to date HCS structure chart to Members when available.

#### **Children's Services**

2. What financial and service benefits does the department see resulting from the Regional Adoption Service?
3. Please outline how the department is adopting SMART working techniques and the benefits for social workers workload management.
4. Please provide information on the performance of Children's Centres.
5. Please provide a breakdown of the services provided to asylum seeking children already in the County. What plans are in place for accommodate further asylum seeking children?

#### **Community Safety and Waste Management**

6. Waste
  - (a) What action is being taken by officers to ensure that there is agreement between the 11 Hertfordshire local authorities on a definition of fly-tipping; and to ensure that there is consistent response from the appropriate body/ies and enforcement against offences?
  - (b) What information is available to the public that makes clear their responsibilities for commercial waste disposal to minimise the risk to members of the public of being liable for unauthorised disposal by traders without official waste carrier licences?
  - (c) What lessons have been learned and used from the 6 month pilot at the St Albans Depot to accept commercial waste from paying traders?

#### **Enterprise, Education and Skills**

7. What is being done to raise awareness of the LEP with the general public to outline its role and successes?
8. What are the potential financial risks associated with schools running up deficits and converting to academy status? What are the financial implications for the County Council.?

9. Please provide Members with updates on changes to school policy and the implications for county council budgets.
10. Please provide Members with an update of the number of academies, free schools and maintained schools.

### **Environment, Planning and Transport**

11. Please provide a breakdown of the budget assigned to Passenger Transport and Safety.

### **Highways**

12. How are the expectations of residents and partners reporting highways issues managed?
13. What is the exact cost “silent tarmac” relative to using “noisier” tarmac?
14. What is the budget breakdown for the Highways categories 1 and 2?

### **Public Health**

15. How do Public Health, Localism and Libraries engage and communicate with excluded and hard to reach groups?

### **Resources and Performance**

16. Please conduct a survey of the usage of the Member Information System (MIS) and report the result to Members.
17. Please define what is meant by ‘statistical neighbours’ and who these are in relation to the Ringway contract.

## **SCRUTINY OF THE INTEGRATED PLAN PROPOSALS 2016/17 - 2018/19 SCRUTINY PROPOSALS**

### **SCRUTINIES ALREADY ON THE WORK PROGRAMME – New issues raised at the evidence gathering sessions**

1. Flooding Scrutiny:
  - (a) To include a review the current structure and relationships of the authorities and agencies involved in flood management, identifying the roles and responsibilities of those involved, establishing whether the current system is appropriate and if it is possible to set up a Hertfordshire “Flood Forum” to help clarify and manage flood management.
  - (b) The use of trees in the prevention of flooding
  - (c) Education of the general public to enable them to take precautions to assist themselves.

### **NEW SCRUTINES IDENTIFIED TO BE CONSIDERED FOR INCLUSION ON THE WORK PROGRAMME**

1. Household Waste Recycling Centres

To review Hertfordshire’s Household Waste and Recycling Centres (HWRCs) and commercial waste facilities to ensure greater compatibility and cooperation between the public and private facilities to prevent the unauthorised use of the HWRCs for disposal of commercial waste at a cost to the public.
2. Community Protection Directorate Preventative Work With Other Services

To review the Community Protection directorate’s preventative work to other services (for example, Public Health) by reviewing the costs, effects and benefits to other services and the predicted wider cost savings.
3. Member Locality Budget

To evaluate the impact of Member Locality Budget spending.
4. Shared Services

A review of Hertfordshire’s shared services (or back office services) to establish what savings have been made and the benefits of that have been gained and to inform potential future shared service opportunities.

## **SEMINARS**

### 1. Corporate Parenting

Outlining the role of Members as corporate parents and any training opportunities available to them to improve knowledge and involvement.