

# Overview and Scrutiny Committee

Minutes of the meeting held on Tuesday 4 April 2017 at the Town Hall, Royal Leamington Spa at 6.00 pm.

**Present:** Councillor Boad (Chairman); Councillors, Mrs Cain, Davison, Day, Gallagher, Gill, Miss Grainger, Margrave, Naimo, Parkins, Mrs Stevens and Weed.

**Also Present:** Councillor Mrs Knight and Mobbs.

## 87. **Apologies and Substitutes**

- (a) There were no apologies for absence.
- (b) Councillor Day substituted for Councillor Edgington, Councillor Gill substituted for Councillor Bromley, Councillor Mrs Stevens substituted for Councillor Redford and Councillor Weed substituted for Councillor Bromley.

## 88. **Declarations of Interest**

There were no declarations of interest.

## 89. **Minutes**

The minutes of the meeting held on 7 March 2017 were taken as read and signed by the Chairman as a correct record.

## 90. **12 month review of the impact of the changes to the 2016 Code of Procurement Practice.**

The Committee considered a report from Finance that provided a 12 month review of the impact of the changes to the Code of Procurement Practice during the financial year 2016/17.

The Committee considered this item together with Item 4, Code of Procurement Practice, of the Executive agenda on 5 April 2017. As a result the questions raised by the Committee were passed to the Executive as detailed in Minute 91, below.

**Resolved** that the report be noted.

## 91. **Executive Agenda (Non-confidential items and reports) – Wednesday 5 April 2017**

The Committee considered the following non-confidential item which would be discussed at the meeting of the Executive on Wednesday 5 April 2017.

### Item 4 – Code of Procurement Practice Update

The Overview & Scrutiny Committee asked the Executive to:

1. investigate; if there were any potential issues that could come from officers asking the same three companies for three quotes for the

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same service each time; if there were, how could this be mitigated in potentially small market environment; and how to improve the advertising of the opportunity of the smaller contracts when only three quotes were required; and

2. look at the process for voluntary sector commission work, the majority of which would fall within the requirement for formal tendering process defined in the revised code, to reduce the burden on volunteers who would be delivering an enhanced service for the Council at a reduced cost; and consider if an exemption could be approved in advance.

### **92. Task & Finish Group to review WDC's role in dealing with Houses of Multiple Occupation**

The Committee considered a report from the Task & Finish Group that set out its proposed recommendations to the Executive following its review of this area of work by the District Council.

On 1 June 2016, the Overview and Scrutiny Committee agreed the scope for a Task & Finish Group on Houses in Multiple Occupation (HMOs). This was in response to a number of concerns raised by residents, Councillors, and members of communities across Warwick District, which included complaints to officers, and in the local newspapers. The issues raised crossed departments within Warwick District Council as well as external stakeholders.

The Group had a very broad remit covering many aspects of HMOs, from anti-social behaviour such as waste and noise, to tenant concerns of licensing and housing conditions, from concerns of a planning context and concentration of HMOs, to looking at aspects of strategy across the District.

With such a large remit, the Group had heard about, and tried to address, some of the wider issues associated with the properties themselves, and consider all types of HMO across the District

The Committee welcomed the good strong report and this was supported by the focus on the District as a whole and not just students in HMO properties.

Councillor Mobbs, with the permission of the Chairman, thanked the Group for its work and agreed to the Executive taking the recommendations on board which it would look at in detail.

#### **Resolved** that

- (1) the report and its recommendations be passed to the Executive in June for consideration; and
- (2) the Task & Finish Group members be formally thanked for their work.

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### **93. Update from the Leader of the Council**

The Leader of the Council provided the Committee with an update on the Local Enterprise Partnership (LEP), the work of the Council's administration and the outcome of the LGA Peer Review of the Council.

The Leader provided an update on the LEP strategic economic plan that had progressed to the third round of local growth fund bids. From a Warwick District perspective this mainly focused on infrastructure but it was believed this provided a potential funding stream for the creative quarter.

The themes of the strategic economic plan were, unlocking growth, growing SME, growing our talent and culture and tourism.

The LEP had formally objected to the Nuneaton & Bedworth Borough Council because of the proposed low level housing development.

With regard to the work of the Council's Executive, there was two years to the next election and there were key issues within those two years that would be considered. These included the new HQ for the Council, an off street car parking strategy, the Europa Way project, Creative Quarter, Leisure Options introduction, the consideration of the impact of HS2, St Mary's Lands, supporting the town centres, providing more affordable housing and when possible, delivering other services through shared services and in so doing, achieving greater economies of scale.

The Leader explained that the Peer Review report had not been brought forward previously because it had taken time to reflect and develop the plan. In addition to the report, there had been a further away day for the Corporate Management Team and the Executive with the Local Government Association.

The Leader explained that Appendix 2 to the Peer Review report contained a proposed action plan. It was probable that action 7 would not be brought forward until the new Council, but when it did it would be a report and not a Notice of Motion. This said the Council continued to monitor the Combined Authority, the landscape of devolution and there were the Joint Committee meetings across the sub-region.

The Leader recognised that while Portfolio Holders would continue to lead on their respective areas, they needed to lead on Fit for the Future which in itself needed to be seen as a driver to improvement.

The Leader recognised that the Council was beginning to work more closely with stakeholders by keeping people better informed through the Media Team with a view to telling everyone not just the press.

The Chairman thanked the Leader, on behalf of the Council, for his verbal report.

### **94. Executive Agenda (Non-confidential items and reports) – Wednesday 5 April 2017**

The Committee considered the following non-confidential item which would be discussed at the meeting of the Executive on Wednesday 5 April 2017.

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### **Item 8 – Response to the LGA Corporate Peer Challenge 2016**

The Overview & Scrutiny Committee noted the report and informed the Executive that it would be watching the development of the action plan carefully as the proposed actions came forward.

### **Item 3 - Housing Appeals & Review Panel**

The Overview & Scrutiny Committee noted the report and informed the Executive that it had added a report to its Work Programme, in 12 months, to understand the number and type of housing appeals being made and the outcomes of these.

#### **95. Comments from the Executive**

The Committee considered a report from Democratic Services which detailed the responses the Executive gave to the comments the Overview and Scrutiny Committee made regarding the reports submitted to the Executive in March 2017.

**Resolved** that the report be noted.

#### **96. Overview & Scrutiny Committee End of Term report**

The Committee considered its draft end of term report for Council on its work during the year. The report also included work by the Health Scrutiny Sub-Committee.

The Chairman took the opportunity to thank the Committee for its work over the last two years and the Committee thanked the Chairman for his work.

The Committee also took the opportunity to thank Mrs Dury for her work, as Committee Services Officer, in supporting it over the last 21 months.

**Resolved**

- (1) the draft report be approved subject to addition of details from this meeting and the Joint Scrutiny Committee on 11 April 2017; and
- (2) the final report be presented to Council in June 2017.

#### **97. Review of the Work Programme & Forward Plan**

The Committee considered its work programme for 2017 and the Forward Plan.

The Committee recognised that the first Two Task & Finish Groups since 2015 were coming to a close and that it was important to record the learning points from their work. Therefore it was agreed that the two Task & Finish Groups should be asked to meet together and provide a joint report, as an appendix to this Committee's Work Programme in June, on

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the learning points from their respective reviews that could be shared with other Councillors.

### **Resolved** that

- (1) at its first meeting in June the Committee reviews its planned work for the forthcoming year being mindful of key projects they could look at, for example the proposals for phase 2 of the leisure options; and the review of events services;
- (2) learning points from the Task & Finish Groups be brought to either June meeting; and
- (3) at the late June meeting a report be brought on the 2015 Sustainability Strategy for the Council action plan and how the delivery of these actions has progressed; and
- (4) for the September meeting of the Committee, a report be brought on the planned review of event services as detailed in the Forward Plan.

(The meeting finished at 7.51 pm)