
POLICY AND RESOURCES COMMITTEE**MINUTES**

Of a meeting held in the Penn Chamber, Three Rivers House, Rickmansworth, on Monday 17 June 2019 between 7.30pm and 8.17pm.

Councillors present:

Sara Bedford (Chairman) (Local Plan)	Chris Lloyd (Vice-Chairman) (Leisure)
Matthew Bedford (Resources and Shared Services)	Andrew Scarth (Housing)
Stephen Giles-Medhurst (Transport & Economic Development)	Reena Ranger
Alex Hayward	Roger Seabourne (Community Safety and Partnerships)
Alex Michaels (Environment and Sustainability)	David Sansom
	Phil Williams (Infrastructure and Planning Policy)
	Alison Wall

In attendance: Councillor Sarah Nelmes

Officers Present: Joanne Wagstaffe, Director of Finance
Kimberley Rowley, Head of Regulatory Services
Sarah Haythorpe, Principal Committee Manager

PR01/19 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Stephen Cox.

PR02/19 MINUTES

The Minutes of the Policy and Resources Committee meeting held on 11 March 2019 were confirmed as a correct record and were signed by the Chairman.

PR03/19 NOTICE OF OTHER BUSINESS

None received.

PR04/19 DECLARATION OF INTERESTS

None received.

PR05/19 PROPOSED ADDITIONAL RESOURCE IN THE PARKING AND TRANSPORT TEAM TO ENABLE PROVISION OF PARKING AND SUSTAINABLE TRANSPORT PROJECTS.

The report detailed a proposed staffing review of the current transport and parking related roles to enable the service to continue to provide a high quality and efficient service with experienced and knowledgeable officers. It would also enable a continued focus on the current and future projects associated with commercialisation of the parking service.

The Lead Member for Transport and Economic Development, Councillor Stephen Giles-Medhurst moved Option 1, the creation of a full-time post Projects Assistant at Scale 5 and make the post permanent in order that the progression of parking and sustainable transport projects could take place which would be to the benefit of all the local communities. This was supported by all Members.

Clarification was asked on the commercialisation of the parking service as it was understood that the service was not able to make a profit. The Head of Regulatory Services confirmed that the service could not seek to make a profit. The income generated from the service was not just about covering costs but was used for parking and transport related projects which could include (but not limited to) car park maintenance, parking schemes, parking improvements, better enforcement, services provided in the parking contract, improved local transport and cycleway routes.

In response to a question on the Pay and Display (P&D) machines it was advised by the Head of Regulatory Services that there had been issues with faulty card readers, vandalism and signal issues. Officers were working with the P&D machine provider to reduce the issues and the recent bout of vandalism had subsided but machines were being carefully monitored. With regard to the ongoing machine issues the warranty expires in June but Officers were working with the company to extend this before transferring responsibility of managing the P&D machines to Hertsmere BC.

On being put to the Committee the motion was declared CARRIED by the Chairman the voting being unanimous.

RESOLVED:

Option 1:
Creation of a new full-time post, Projects Assistant (scale 5)

PR06/19 SUMMARY OF THE FINANCIAL OUTTURN FOR 2018/19

This report showed the outturn position for the financial year ending on 31 March 2019 for both revenue and capital and makes the following recommendations:-

- to carry forward to 2019/20 certain unspent revenue budgets and;
- to re-phase those capital budgets that require completion in 2019/20
- to approve the write off of irrecoverable debts

A key feature of reporting the outturn for the financial year is to compare it against the latest agreed budget which provides an indication of the accuracy and robustness of financial control and the achievement of the strategic objective to manage resources to deliver the Council's strategic priorities and service needs.

The Director of Finance advised that there had been a revenue underspend of £792,000 and a capital underspend of £706,000. The under spend on staffing was across a number of departments. In Revenue and Benefits it was due to transformation work and in Waste Management the lower staffing costs was because the number of temporary staff required during November had been less than was budgeted but the underspend had not been put forward at this time.

With regard to the shortfall in rental income from investment properties the Director of Finance advised that this was due to the receipt of income not starting at the beginning of the financial year but she would double check this was correct.

The Lead Member for Resources and Shared Service emphasised to the Committee the point in paragraph 2.4 of the report which stated that future budget monitoring reports would include information on the level of vacancies and whether they would be filled within the financial year.

On the £769,333 of capital available for property investment consideration would be given on how that could be invested during the year. The property income target of £1m had been met.

On the reduction in Licensing income the Head of Regulatory Services advised that there had been a reduction in the number of people applying for taxi licences due to more stringent controls and potentially due to the licence fee appearing more expensive as it is now issued for three years. The reduction in taxi income may also have been as a result of UBER taxi licensing which was predominantly undertaken by Transport for London. In addition, the number of new premises licence applications being received had also reduced.

Councillor Matthew Bedford moved, duly, seconded, the recommendations.

On being put to the Committee the motion was declared CARRIED by the Chairman the voting being 8 For, 0 Against and 4 Abstentions.

RECOMMEND:

- (1) That the favourable revenue outturn variance of (**£792,510**) to be noted.
- (2) That the capital outturn as summarised in paragraph 2.6 and Appendix 3 be noted.
- (3) Approves to carry forward:
 - (A) the unspent service budgets from 2018/19 to 2019/20 which total **£308,900** to enable completion of projects as detailed at Appendix 2.
 - (B) the savings made from budgets in 2018/19 which total **£397,000** be carried forward to 2019/20 for use on new Council initiatives as detailed at Appendix 2.
- (4) Approves the rephasing on capital projects from 2018/19 to 2019/20 which total **£4,640,744** as detailed at Appendix 4.
- (5) Approves to write off the sum of **£58,687** in respect of irrecoverable debts.

The report proposed to re-establish the two sub-committees of the Policy and Resources Committee with the following proportional membership:

9 Members on the Local Plan sub-committee with the political proportionality being 6, 2 and 1; and

9 Members on the Constitution sub-committee with the political proportionality being 6, 2, 1.

On being put to the Committee the recommendation was declared CARRIED by the Chair the voting being unanimous.

RESOLVED:

That the two sub-committees namely Local Plan sub-committee and Constitution sub-committee of the Policy and Resources Committee be re-established with the following proportional membership:

- 9 Members on the Local Plan sub-committee with the political proportionality being 6, 2 and 1;
- 9 Members on the Constitution sub-committee with the political proportionality being 6, 2, 1;
- That no decision making powers be delegated to the sub-committees; and
- That substitute Members be allowed;

POST MEETING NOTE:

The Local Plan sub-committee Members are as follows:

Councillors Sara Bedford, Matthew Bedford, Stephen Giles-Medhurst, Chris Lloyd Alex Michaels and Phil Williams

Councillors Reena Ranger and Alison Wall

Councillor Stephen Cox

The Constitution sub-committee Members are as follows:

Councillors Sara Bedford, Matthew Bedford, Stephen Giles-Medhurst, Chris Lloyd, Alex Michaels and Phil Williams

Councillors Alex Hayward and David Sansom

Councillor Stephen Cox

PR08/19

AUDIO VISUAL SYSTEM IN THE MEETING ROOMS AT THREE RIVERS HOUSE

The Committee considered improvements in the Penn Chamber and adjoining meeting rooms with regard to the audio visual systems. The new equipment would significantly improve the sound quality and audio visual quality in the meeting rooms and stop interference/feedback from other external devices.

Members asked if Officers could recycle as much of the old equipment and see if it was possible to donate any equipment to local community groups to divert any equipment from going to Landfill.

On being put to the Committee the Chair declared the recommendation CARRIED the voting being unanimous.

RESOLVED:

Agreed that Officers progress work with Company 2.

PR09/19 WORK PROGRAMME

The Committee received their work programme. Members noted that the Regulatory Services Committee would be considering a report on TRDC's existing Hackney Carriage, Private Hire and Operator policies which would be coming to the July meeting for agreement.

RESOLVED:

That the work programme be agreed, subject to the amendment to include a report on TRDC's existing Hackney Carriage, Private Hire and Operator policies.

CHAIRMAN