To:    All Members of the Policy Review Committee

cc:    All other recipients of Policy Review Committee agenda

**Policy Review Committee – Tuesday, 28 January 2020**

I enclose for consideration at the above meeting the minutes of the previous meeting, marked as “to follow” on the agenda:

Printed minutes Tuesday 17-Dec-2019 Policy Review Committee  (Pages 3 - 8)

Yours faithfully

Mrs Lowe
Democratic Services
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HERTSMERE BOROUGH COUNCIL

POLICY REVIEW COMMITTEE

Minutes of the meeting held in Committee Rooms A & B, Hertsmere Civic Offices, Elstree Way, Borehamwood

17 December 2019

Present:

Voting Members:

Councillors M Sachdev (Chair), Newmark (Vice-Chair), Barker and Briski

Also Present:

Councillor Choudhury

Officers:

Stevenson Principal Infrastructure and Delivery Officer
M Lowe Principal Democratic Services Officer

349. MEMBERSHIP

The Chair informed the Committee that Councillor Paul Hodgson-Jones had been unable to attend the meeting. A substitute Member had not been appointed for the meeting.

350. COMMUNICATIONS AND APOLOGIES

Apologies for absence had been received from Councillor Paul Hodgson-Jones.

351. DECLARATIONS OF INTEREST

There were none.

352. MINUTES OF THE LAST MEETING

RESOLVED that the minutes of the meetings held on 3 October 2019 be approved and signed as a correct record.

353. MODERN SLAVERY PRESENTATION

The Committee received a presentation and report from Kat Rolle, the Hertfordshire Modern Slavery Partnership Coordinator from the Shiva Foundation and Hertfordshire Modern Slavery Partnership. The
presentation provided an outline of the progress made by Hertsmere Borough Council on tackling Modern Slavery and included suggestions for further actions that may be taken.

RESOLVED that the presentation and report on the outline of the progress made by Hertsmere Council on Modern Slavery and the discussion which ensued be noted and considered later in the agenda, under Item 6 – Modern Slavery and Procurement.

354. MODERN SLAVERY AND PROCUREMENT (P/12/14)

The Procurement Manager was in attendance for this item.

The Committee received the report on modern slavery and procurement, and following on from the Modern Slavery Presentation earlier on in the agenda, the Committee discussed a number of points, including:

- there were a number of high risk areas, such as vulnerable children involved in anti-social behaviour and those in temporary hotel accommodation. Particular industries and service sectors were also very high risk.
- a coordinated approach to cross-County intelligence and information sharing needed to be developed, together with robust and clear pathways and reporting mechanisms.
- Equality Impact Assessments in relation to Council reports should be carried out as a matter of routine.
- training on modern slavery across the Council was essential for all Members and Officers.
- Hertsmere Borough Council needed to develop the management of the third party contracts and those with small and medium sized companies.
- a transparency statement should be required from all contractors, regardless of size.
- a clear target and action date needed to be identified for the implementation of how the Council would continue to progress the issue of modern slavery.
- progress of the Council’s approach to modern slavery be included in the Committee’s work programme for review in late 2020/early 2021.

RESOLVED that the Executive be asked to consider the following recommendations and adapt them to the requirements of Hertsmere Council:

1. to consider incorporating the proposed action plan, based on the Local Government Association’s guidance on Modern Slavery, contained within the Appendix of the report.
2. to adopt the draft procurement policy as set out in Appendix 2 of the report.
3. the Leader, on behalf of the Council, to sign a Charter Against Modern Slavery.
4. to look at amending all Hertsmere Borough Council policies which potentially impact on modern slavery so as to embed the issue of modern slavery within the Council's day-to-day activities.
5. to produce a Modern Slavery Strategy, which sets out the Council's strategic approach to tackling modern slavery and act as a reference point for officers and residents alike.
6. to produce an annual Combatting Modern Slavery Report, which would embed monitoring of this issue by the Executive.
7. to appoint an internal Champion to coordinate and bring together all the work being undertaken on combatting Modern Slavery.
8. to include combatting modern slavery in safeguarding training so that all staff have a minimum knowledge on this subject area.
9. to ensure all staff complete a modern slavery e-learning module.

355. **UPDATE ON COMMUNITY INFRASTRUCTURE LEVY (CIL) AND COMMUNITY INFRASTRUCTURE FUND (CIF) POLICY (P/19/13)**

The Planning Strategy Manager and the Principal Infrastructure and Delivery Officer were in attendance for this item.

The Committee considered an update on the Council's proposed approach to Community Infrastructure Levy (CIL) and Community Infrastructure Fund (CIF) spend processes, with particular reference to:

(a) The current legislative context; and
(b) Recommendations from the internal CIL spend review; taking account of inputs from the Community Infrastructure and Investment Panel (CILIP) and findings of the Planning Advisory Service report on the county-wide CIL and S106 Pilot Project.

A number of points were raised during the discussion, including:

- the proposed approach to CIL and CIF was welcomed.
- the impact of the proposals had been explained to the Town and Parish Councils, who responded positively to the consultation process, and engagement would continue.
- Town and Parish Councils had been very receptive to the Crowdfunding proposals which they had been encouraged to optimise, as such a guidance note on how to make crowdfunding applications would be useful.
- it was suggested that the most deprived areas in the Borough and those with the greatest need should access CIL, CIF and crowdfunding in order to get the most benefit.
- ideally there would be cross-county pooling of CIL wherever feasible.
- the draft Local Plan, which included the growth strategy, was expected to be available in June 2020 and the South West development statement would be available in 2020.
RESOLVED that

1. The content of the report and the draft recommendations from the CIL spend review process as set out in Appendix 1 of the report be noted.

356. MENTAL HEALTH UPDATE REPORT (P/19/14)

The Committee considered the progress on the motion which went to Full Council in November 2018 and agreed that a Scrutiny Review might be a suitable route for making further progress on the matter as it could focus on specific aspects and its membership could be drawn from across the Councillor body.

RESOLVED that

1. the Committee’s dissatisfaction with the lack of progress of the Mental Health Motion made at Full Council in November 2018 be noted;
2. a Scrutiny Review be established to review the points raised in the Motion to Full Council in November 2018, focusing on the arrangements for Mental Health provision across the Borough and the impact of the current provision on residents;
3. the membership of the Scrutiny Review to allow for Members of the Council with expertise on the subject matter;
4. the Chair and Vice-Chair to meet with the Democratic Services Manager to outline an action plan for circulation to Policy Review Committee Members.

357. HBC SCRUTINY ARRANGEMENTS REVIEW GROUP - UPDATE

Councillor Newmark, Lead Member of the scrutiny review of HBC Scrutiny Arrangements updated the Committee on the progress made since the last meeting:

- good progress had been since the Committee had agreed the Terms of Reference on 3 October 2019.
- the consultant from Centre of Public Scrutiny had been engaged and had met with Members of the Review Group on 5 November 2019.
- a further meeting of Members on 14 December 2019 had discussed and agreed the proposals made by the consultant, the main one being that for best practice the review be completed within 6 – 12 months.

RESOLVED that the update on the scrutiny review of HBC Scrutiny Arrangements be noted.
358. **DATA SECURITY SCRUTINY REVIEW GROUP - UPDATE**

Councillor Briski provided an update on the progress made on the scrutiny review of Data Security.

The Group had been generally satisfied with the findings of the Review and anticipated being in a position to bring the final report to the Committee in the New Year.

**RESOLVED** that the update on the scrutiny review of Data Security be noted.

359. **FORWARD PLANNING PROGRAMME, SCRUTINY REVIEW TIMETABLE AND COMMITTEE WORK PROGRAMME**

The Forward Planning Programme was **NOTED**.

The Scrutiny Review Timetable be **AGREED**.

The following changes to the Work Programme be **AGREED**;

a) **add** modern slavery report back to the Committee on 17 June 2020 on the recommendation made to the Executive.

b) **add** to review at the next meeting of the Committee the progress made on the Climate Emergency motion raised at Full Council in 10 July 2019.

c) **add** progress of the Council’s approach to modern slavery be included in the Committee’s work programme for review in late 2020/early 2021.

d) **add** an item on Data Security 14 months after the recommendations had been considered by the Executive.

e) **add** to review the Gambling, Licensing and Private Hire Policies when next due to ensure they were in line with modern slavery.

360. **ANY OTHER BUSINESS WHICH THE CHAIR CONSIDER URGENT**

There was none.

361. **DATES OF FUTURE MEETINGS**

The next meeting was scheduled for Tuesday, 28 January 2020, which had been rescheduled from Holocaust Memorial Day on 27 January 2020.

**CLOSURE: 9.20 pm**

**CHAIR**