HERTSMERE BOROUGH COUNCIL
Policy Review Committee
Agenda

TUESDAY, 28 JANUARY 2020 AT 7.30 PM
COUNCIL CHAMBER - CIVIC OFFICES

Membership

Councillor M Sachdev (Chair)
Councillor Barker
Councillor P Hodgson-Jones

Councillor Newmark (Vice-Chair)
Councillor Briski

Enquiries about this Agenda to:
Mrs Lowe
Phone: 020 8207 7424
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You can look at a paper copy of the non-confidential committee agenda and reports of officers at least five working days before the meeting at:
- The Civic Offices, Elstree Way, Borehamwood, Hertfordshire, WD6 1WA

You can look at an electronic version of the non-confidential committee agenda and reports of officers at least five working days before the meeting at:
- The Council’s Bushey Area Office at Citizens Advice Bureau, 8 Rudolph Road, Bushey, WD23 3DU
- The Council’s Potters Bar Area Office at The Wyllyotts Centre, Darkes Lane, Potters Bar, EN6 2HN
- Aldenham Parish Council Offices, Aldenham Avenue, Radlett, WD7 8HL

Background papers used to prepare reports can be inspected at the Civic Offices, on request.
The unconfirmed Minutes of meetings are usually available to look at seven working days after the meeting.

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For directions to the meeting venue, please visit www.hertsmere.gov.uk/Contact-Us.aspx

Contact Democratic Services on 020 8207 7424 for any further information.

Interim Managing Director
Civic Offices, Elstree Way, Borehamwood, Hertfordshire, WD6 1WA
URGENT LATE BUSINESS

Members are requested to notify the Democratic Services Officer of any additional urgent business which they wish to be discussed by the Committee following the matters set out on either the Part I or Part II Agenda, so that their request can be raised with the Chair. Under the Access to Information Act 1985, Members must state the special circumstances which they consider justify the additional business being considered as a matter of urgency.

1. MEMBERSHIP

To receive details of any changes in membership of this Committee notified since the agenda was printed.

2. COMMUNICATIONS AND APOLOGIES

   a) Communications (if any) relating to business on the agenda.

   b) Apologies for absence.

3. DECLARATIONS OF INTEREST

Members are required to declare any Disclosable Pecuniary Interests they or their spouse/partner have in any matter which is to be considered at this meeting. Members must also declare any other pecuniary or non-pecuniary interests they have in any matter to be considered at this meeting. The responsibility for declaring an interest rests solely with the Member concerned.

Members must clearly state to the meeting the existence and nature of any Disclosable Pecuniary Interest, other pecuniary interest or non-pecuniary interest and the agenda item(s) to which it/they apply.

Disclosable Pecuniary Interests are prescribed by the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 as follows:

a. Employment, office, trade, profession or vocation
   Any employment, office, trade, profession or vocation carried on for profit or gain.

b. Sponsorship
   Any payment or provision of any other financial benefit (other than from the relevant authority) made or provided within the relevant period in respect of any expenses incurred by a member in carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.

c. Contracts
   Any contract which is made between the relevant person (or a
body in which the relevant person has a beneficial interest) and the relevant authority—(a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.

d. Land
Any beneficial interest in land which is within the area of the relevant authority.

e. Licences
Any licence (alone or jointly with others) to occupy land in the area of the relevant authority for a month or longer.

f. Corporate tenancies
Any tenancy where (to the member’s knowledge) - (a) the landlord is the relevant authority; and (b) the tenant is a body in which the relevant person has a beneficial interest.

g. Securities
Any beneficial interest in securities of a body where – (a) that body (to the member’s knowledge) has a place of business or land in the area of the relevant authority; and (b) either (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the relevant person has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

In cases of Disclosable Pecuniary Interest, Members must withdraw from the meeting room while the matter is being considered.

4. MINUTES OF THE LAST MEETING

To confirm and sign the ATTACHED minutes of the meeting of the Committee held on 17 December 2019.

In accordance with the Constitution no discussion shall take place upon the minutes, except upon their accuracy.

5. REVIEW OF CONTRACT PROCEDURE RULES (P/20/02)

The Policy Review Committee is asked to consider the proposed changes to the Contract Procedure Rules, make changes where required and to recommend the proposed changes to the Executive.

6. CONSULTATION ON SETTING THE REVENUE BUDGET FOR 2020/21 (P/20/03)

The Committee is asked to consider the draft revenue budget 2020/21 attached at Appendix 1 (summary attached as Appendix
2) and comment back to the Executive prior to their recommendation to full Council for final approval in February.

7. **CONSULTATION ON SETTING THE CAPITAL BUDGET 2020/21 TO 2022/23 (P/20/04)**

The Committee are asked to consider the draft Capital Budget 2020/21 to 2022/23 and the Capital Strategy 2020 and comment back to the Executive prior to their recommendation to Full Council in February.

8. **HERTSMERE BOROUGH COUNCIL SCRUTINY ARRANGEMENTS REVIEW GROUP - UPDATE**

To receive a verbal update on the progress of the HBC Scrutiny Review Group from the Lead Member, Councillor Newmark. (Verbal Report)

9. **DATA SECURITY SCRUTINY REVIEW GROUP - UPDATE**

To receive a verbal update on the progress of the Data Security Scrutiny Review Group from the Lead Member, Councillor Biski. (Verbal Report)

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

To consider the **ATTACHED** Forward Planning Programme (Appendix A) and Scrutiny Review Timetable (Appendix B) to identify possible issues for scrutiny.

To consider the Committee’s **ATTACHED** (Appendix C) work programme and requirements for Officer and/or Portfolio Holder attendance.

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

In accordance with S100B(4) of the Local Government Act 1972, amended by the Access to Information Act of 1985, no urgent business may be raised unless it has been approved by the Chair. The item and reason for urgency must be announced at the start of the meeting.

12. **DATES OF FUTURE MEETINGS**

The next meeting will be at 7.30pm at Hertsmere Civic Offices on 10 March 2020.