

**To: All Members of the County Council
All Chief Officers**

**From: County Secretary's
Department**

Ask For: Nicola Hayden

Ext: 25560

My Ref: NH/CIP030311

Your Ref:

**COMMUNITY INFORMATION AND PROTECTION SCRUTINY COMMITTEE
11 MARCH 2003**

MINUTES

ATTENDANCE

N E Agar, P T J Channell, M D Colne, K Emsall (Vice-Chairman), B N W Hammond, J A Hobday (Chairman), D R McManus, M H O'Neill, P A Ruffles, J W A Usher

Also present:

Executive Members: D A Ashley (Community Information and Protection),
G D Game (Protection and Registration)
D Beatty (Resouces)

CHAIRMAN'S ANNOUNCEMENTS

The Chairman congratulated Jon Harris and Matthew Harding who had recently gained their full Diplomas in Trading Standards (DTS).

MINUTES

Subject to the following change being made to the attendance – replacing Ken Coleman with Bryan Hammond, the minutes of the meeting of the Committee held on 14 January 2003 were confirmed as a correct record and signed by the Chairman.

PUBLIC PETITIONS

None

QUESTIONS

None

PART 1 (OPEN) BUSINESS**Scrutiny Items****1 SCRUTINY UPDATE REPORT**

[Officer Contact: Clare Kaye, Scrutiny Support Officer
Tel 01992 555300]

1.1 As agreed by the Scrutiny Co-ordination Panel at their meeting on 7 February 2003, the Committee received an update report with brief details of every item considered for scrutiny by the Committee since October 2000.

1.2 The Chief Fire Officer confirmed that the topic group on Fire and Rescue Service Initiatives with Young People and the topic group on Sprinkler Systems Installations would still be convened once the membership had been finalised.

1.3 Conclusions

- (a) The Committee agreed the report was very informative but felt that it was unclear from the word finished whether this meant scrutiny of the item was finished or if the item itself was finished. The Committee requested more detail on the status of the item at future meetings.

Andrew
Robertson
Steve
Seaber

**2 HERTFORDSHIRE ARCHIVES & LOCAL STUDIES (HALS)
ACCOMMODATION – PROGRESS REPORT**

[Officer Contact: Christine Shearman, Heritage Services Manager
Tel 01992 555100]

2.1 As requested at the previous meeting on 14 January 2003, the Committee received an update report on the action taken to address HALS' accommodation issues.

2.2 The Director of Community Information informed the Committee that a possible short-term solution had been identified on site within County Hall. Experts were currently looking at the suitability of the room and identifying costs.

2.3 Conclusions

- (a) The Committee broadly supported the suggested interim solution for the storage of historic records.
- (b) The Committee remained enthusiastic for a long-term solution, which would provide public access alongside storage but recognised the difficulties of funding such an option.

- (c) The Committee requested a further report to the June meeting that would show the plans and detail the costings of the proposed interim solution. Andrew Robertson

3 CIVIL FUNERALS

[Officer Contact: Tom Hawkyard, Head of Statutory Services
Tel 01992 555499]

- 3.1 As requested at their meeting on 29 October 2002, the Committee received a report detailing the progress to date on the Civil Funerals pilot.

3.2 Conclusions

- (a) The Committee agreed that Civil Funerals should continue to be developed in line with customer feedback. Tom Hawkyard
- (b) The Committee agreed that the service should continue to be offered beyond the end of the pilot. Tom Hawkyard
- (c) The Committee requested a further update report in twelve months time. Tom Hawkyard

4 BEST VALUE REVIEW OF CORONERS IMPLEMENTATION MONITORING

- 4.1 As requested at their meeting on 12 March 2002, the Committee received a report detailing how the current arrangements had bedded in and whether any new issues had arisen.

4.2 Conclusions

- (a) The Committee welcomed the report and the progress made by the Coroners Unit in improving the quality of the service.
- (b) The Committee requested a report to the next meeting in June 2003 on matters arising from the Fundamental Review and Shipman report. Steve Charteris
- (c) The Committee agreed that it does not need to continue to monitor progress on the Best Value Review but requested an update report in twelve months time on the progress of the new arrangements for the Coroners Service. Steve Charteris

5 REPORT OF THE RESPONDING TO EMERGENCIES TOPIC GROUP

5.1 The Committee received a report detailing the action taken since the Responding to Emergencies Topic Group reported to the Scrutiny Committee in June 2002.

5.2 Conclusions

(a) The Committee welcomed the report and made a number of recommendations:

1. The Chief Officer write to the Environment Agency to:
 - thank them for their co-operation with HCC's flooding initiatives
 - suggest that they consider prioritising their telephone early warning system so that residents in areas such as Little Hadham where there is a very short lag time between rain falling and flooding occurring receive the first calls.
2. That the Environment Scrutiny Committee when they consider flooding include the Environment Agency's responsibilities and performance in clearing rivers to prevent flooding and also look at the drainage and development on flood plains.
3. All Environment Scrutiny Committee papers in relation to flooding are circulated to all Committee members.
4. A report to the next meeting in June on the current raised state of alert to terrorist activities focussing in particular on:
 - The impact on Hertfordshire of possible evacuation from London
 - The state of readiness of our emergency plans and services
5. A further report in twelve months time focussing in particular on:
 - Parish Councils readiness to respond to flooding emergencies
 - Progress on recruiting Flood Wardens

David
Moses

John Wood
to note

Nicola
Hayden

David
Moses

David
Moses

6 SCRUTINY COMMITTEE WORK PROGRAMME 2003/2004

[Officer Contact: Nicola Hayden, Committee Administrator
Tel 01992 555560]

6.1 The Committee considered a report that presented a number of items that had been put forward to be included on the Committee agenda for scrutiny in 2003/2004.

6.2 Conclusions

(a) The Committee confirmed the work programme for scrutiny in 2003/2004 but added a further two items:

- | | |
|---|---------------------|
| 1. To scrutinise the availability of reliable information for consumers – how we supply information and if there is a better way of doing this | Ian
Mclachlan |
| 2. Annual Library Plan, section 3.4.6 – to scrutinise the effectiveness of library services for people with disabilities (in particular people with visual impairments) | Andrew
Robertson |

REPORT TO COUNTY COUNCIL

None

Andrew Laycock
County Secretary