

1 September 2023

Our Ref Overview and Scrutiny Committee/12  
September 2023  
Contact. Scrutiny Officer  
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To: Members of the Committee: Councillors Adam Compton (Chair), Val Bryant (Vice-Chair), Adam Compton, Val Bryant, Matt Barnes, Clare Billing, Mick Debenham, Dominic Griffiths, David Levett, Nigel Mason, Ian Moody, Ralph Muncer and Daniel Wright-Mason

Substitutes: Councillors Daniel Allen, David Barnard, Raj Bhakar, Sam Collins, James Denselow, Lisa Nash, Sean Nolan and Mandi Tandi

**NOTICE IS HEREBY GIVEN OF A**

**MEETING OF THE OVERVIEW AND SCRUTINY COMMITTEE**

to be held in the

**COUNCIL CHAMBER, DISTRICT COUNCIL OFFICES, GERON  
ROAD, LETCHWORTH GARDEN CITY, SG6 3JF**

On

**TUESDAY, 12TH SEPTEMBER, 2023 AT 7.30 PM**

Yours sincerely,

Jeanette Thompson  
Service Director – Legal and Community

**\*\*MEMBERS PLEASE ENSURE THAT YOU DOWNLOAD ALL AGENDAS AND REPORTS VIA THE MOD.GOV APPLICATION ON YOUR TABLET BEFORE ATTENDING THE MEETING\*\***

## **Agenda** **Part I**

| <b>Item</b> |  | <b>Page</b>       |
|-------------|--|-------------------|
| <b>1.</b>   | <b>APOLOGIES FOR ABSENCE</b><br>Members are required to notify any substitutions by midday on the day of the meeting.<br><br>Late substitutions will not be accepted and Members attending as a substitute without having given the due notice will not be able to take part in the meeting.   |                   |
| <b>2.</b>   | <b>MINUTES - 20 JUNE 2023</b><br>To take as read and approve as a true record the minutes of the meeting of the Committee held on the 20 June 2023.  | (Pages 5<br>- 16) |
| <b>3.</b>   | <b>NOTIFICATION OF OTHER BUSINESS</b><br>Members should notify the Chair of other business which they wish to be discussed at the end of either Part I or Part II business set out in the agenda. They must state the circumstances which they consider justify the business being considered as a matter of urgency.<br><br>The Chair will decide whether any item(s) raised will be considered.  |                   |
| <b>4.</b>   | <b>CHAIR'S ANNOUNCEMENTS</b><br>Members are reminded that any declarations of interest in respect of any business set out in the agenda, should be declared as either a Disclosable Pecuniary Interest or Declarable Interest and are required to notify the Chair of the nature of any interest declared at the commencement of the relevant item on the agenda. Members declaring a Disclosable Pecuniary Interest must withdraw from the meeting for the duration of the item. Members declaring a Declarable Interest, wishing to exercise a 'Councillor Speaking Right', must declare this at the same time as the interest, move to the public area before speaking to the item and then must leave the room before the debate and vote. |                   |
| <b>5.</b>   | <b>PUBLIC PARTICIPATION</b><br>To receive petitions, comments and questions from the public.   |                   |
| <b>6.</b>   | <b>URGENT AND GENERAL EXCEPTION ITEMS</b><br>The Chair to report on any urgent or general exception items which required their agreement. At the time of printing the agenda, the Chair had not agreed any urgent or general exception items.  |                   |
| <b>7.</b>   | <b>CALLED-IN ITEMS</b><br>To consider any matters referred to the Committee for a decision in relation to a call-in of decision. At the time of printing the agenda, no items of business had been called-in.  |                   |

**8. MEMBERS' QUESTIONS**

To receive and respond to any questions from Members either set out in the agenda or tabled at the meeting.

**9. RESOLUTIONS OF THE OVERVIEW AND SCRUTINY COMMITTEE** (Pages  
**REPORT OF THE SCRUTINY OFFICER** 17 - 18)

To consider the outcome of Overview and Scrutiny Committee resolutions.

**10. ANNUAL SAFEGUARDING REPORT 2023** (Pages  
**REPORT OF THE SAFEGUARDING TEAM LEADER** 19 - 60)

The Council has robust procedures in place that govern how staff and members deal with concerns about children and adults at risk of abuse in order to maintain our statutory duty to safeguard their welfare. Work is ongoing to ensure that these procedures are understood and followed throughout the organisation.

**11. Q1 2023-2024 UPDATE ON THE COUNCIL DELIVERY PLAN** (Pages  
**REPORT OF THE SERVICE DIRECTOR - RESOURCES** 61 - 98)

A report to show progress against projects, risks and performance indicators supporting delivery of the Council Plan.

**12. OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME** (Pages  
**REPORT OF THE SCRUTINY OFFICER** 99 - 116)

To consider the issues that the Overview and Scrutiny Committee plans to review at future meetings and the activities of its sub-groups.