

23 August 2024

Our Ref Overview and Scrutiny Committee 3
September 2024
Contact. Committee Services
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To: Members of the Committee: Councillors Matt Barnes (Chair), Tom Tyson (Vice-Chair),
Tina Bhartwas, Jon Clayden, Elizabeth Dennis, Ralph Muncer, Louise Peace,
Martin Prescott, Laura Williams, Claire Winchester, Donna Wright and Daniel Wright-Mason

Substitutes: Councillors David Barnard, Clare Billing, David Chalmers, Emma Fernandes,
Keith Hoskins, Vijaiya Poopalasingham, Sean Prendergast and Claire Strong

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, 3RD SEPTEMBER, 2024 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**

Item		Page
1. APOLOGIES FOR ABSENCE	Members are required to notify any substitutions by midday on the day of the meeting. 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.	
2. MINUTES - 18 JUNE, 2 JULY 2024	To take as read and approve as a true record the minutes of the meeting of the Committee held on the 18 June and 2 July 2024.	(Pages 5 - 26)
3. NOTIFICATION OF OTHER BUSINESS	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. The Chair will decide whether any item(s) raised will be considered.	
4. CHAIR'S ANNOUNCEMENTS	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.	
5. PUBLIC PARTICIPATION	To receive petitions, comments and questions from the public.	
6. URGENT AND GENERAL EXCEPTION ITEMS	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.	

- 7. CALLED-IN ITEMS**
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. COMMUNITY SURVEY ROUND TWO RESULTS (MARCH-MAY 2024)** (Pages 27 - 66)
REPORT OF THE SERVICE DIRECTOR – PLACE
- To consider the key findings and observations from the Community Survey Round Two results (March - May 2024).
- 10. COUNCIL PLAN 2024-2028** (Pages 67 - 86)
REPORT OF THE POLICY AND COMMUNITIES MANAGER
- This report proposes a new Council Plan and process for finalising the Plan. This is the plain-text version. Once the content is approved, the plan will be designed and formatted.
- 11. COUNCIL DELIVERY PLAN 2024-25 (QUARTER 1 UPDATE)** (Pages 87 - 108)
REPORT OF THE SERVICE DIRECTOR – RESOURCES
- This report presents progress on delivering the Council Delivery Plan for 2024-25. This is a Quarter 1 update, but reflects progress up to the point that this report was prepared.
- 12. LEISURE MANAGEMENT CONTRACT PROCUREMENT - END PROJECT REPORT** (Pages 109 - 122)
REPORT OF THE SERVICE DIRECTOR – PLACE
- This report refers to the End Project Report and lessons learnt for the Leisure Management Contract Procurement Project.
- 13. SAFEGUARDING ANNUAL REPORT 2023-24** (Pages 123 - 144)
REPORT OF THE SERVICE DIRECTOR – LEGAL AND COMMUNITY
- To consider the Annual Safeguarding Report 2023-2024.
- 14. OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME** (Pages 145 - 158)
REPORT OF THE SCRUTINY OFFICER
- This report highlights items scheduled in the work programme of the Overview and Scrutiny Committee for the 2024-25 civic year. It also includes items that have not yet been assigned to a specific meeting of the Committee.
- 15. SCRUTINY CHARTER** (Pages 159 - 164)
REPORT OF THE SCRUTINY OFFICER
- In the recent LGA Peer Review, a recommendation was made to develop and adopt a definition of what Scrutiny is at the Council. This Charter has been developed to address this recommendation.

16. DECISIONS AND MONITORING TRACKER
REPORT OF THE SCRUTINY OFFICER

(Pages
165 -
168)

To consider the outcome of Overview and Scrutiny Committee decisions.