

31 October 2025

Our Ref Overview and Scrutiny Committee 11  
November 2025  
Contact. Committee Services  
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To: Members of the Committee: Councillors Claire Winchester (Chair), Jon Clayden (Vice-Chair), Tina Bhartwas, Cathy Brownjohn, Sadie Billing, David Chalmers, Elizabeth Dennis, Dominic Griffiths, Ralph Muncer, Martin Prescott, Paul Ward and Daniel Wright-Mason

Substitutes: Councillors Matt Barnes, Sam Collins, Sarah Lucas, Caroline McDonnell, Vijaiya Poopalasingham 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, 11TH NOVEMBER, 2025 AT 7.30 PM**

Yours sincerely,

Isabelle Alajooz  
Director – Governance

**\*\*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. APOLOGIES FOR ABSENCE</b>	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.	
<b>2. MINUTES - 9 SEPTEMBER 2025</b>	To take as read and approve as a true record the minutes of the meeting of the Committee held on the 9 September 2025.	(Pages 5 - 18)
<b>3. NOTIFICATION OF OTHER BUSINESS</b>	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.	
<b>4. CHAIR'S ANNOUNCEMENTS</b>	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. PUBLIC PARTICIPATION</b>	To receive petitions, comments and questions from the public.	
<b>6. URGENT AND GENERAL EXCEPTION ITEMS</b>	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. OVERVIEW AND SCRUTINY WORK PROGRAMME  
REPORT OF THE SCRUTINY OFFICER**

(Pages  
19 - 30)

This report highlights items scheduled in the work programme of the Overview and Scrutiny Committee for the 2025-26 civic year. It also includes items that have not yet been assigned to a specific meeting of the Committee.

**10. NORTH HERTFORDSHIRE DRAFT TOWN CENTRE STRATEGY  
REPORT OF THE DIRECTOR: PLACE**

(Pages  
31 - 160)

To issue the draft North Hertfordshire Town Centres Strategy subject to Cabinet approval for public consultation.

**11. INFORMATION NOTE: MOBILISATION OF WASTE, RECYCLING AND  
STREET CLEANSING CONTRACT  
INFORMATION NOTE OF THE SHARED SERVICE MANAGER – WASTE  
AND RECYCLING**

(Pages  
161 -  
186)

Update on the mobilisation of waste, recycling and collection services from the start of the new contract in May 2025, primarily focusing on the roll out of the new waste and recycling services from August 2025.

**12. LEISURE AND ACTIVE COMMUNITIES CONTRACT YEAR ONE  
OVERVIEW  
REPORT OF THE DIRECTOR – ENVIRONMENT**

(Pages  
187 -  
202)

This report provides an update on the first year of the Leisure and Active Communities contract, which commenced on 1 April 2024.

**13. SOLAR FOR BUSINESS SCHEME  
REPORT OF THE CLIMATE CHANGE AND SUSTAINABILITY PROJECT  
MANAGER**

(Pages  
203 -  
216)

The purpose of the report is to provide an overview of the key lessons learned and project closure reasons for the Solar for Business pilot project.