

28 August 2026

Our Ref Overview and Scrutiny Committee 8
September 2026
Contact. Committee Services
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To: Members of the Committee: Councillors Jon Clayden (Chair), Claire Winchester (Vice-Chair), Sadie Billing, David Chalmers, Elizabeth Dennis, Dominic Griffiths, Nigel Mason, Caroline McDonnell, Ralph Muncer, Martin Prescott, Paul Ward and Daniel Wright-Mason

Substitutes: Councillors Matt Barnes, Sam Collins, Sarah Lucas, Bryony May, Steven Patmore, 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, GERNON
ROAD, LETCHWORTH, SG6 3JF**

On

TUESDAY, 8TH SEPTEMBER, 2026 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

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 - 9 JUNE 2026	To take as read and approve as a true record the minutes of the meeting of the Committee held on the 9 June 2026.	(Pages 5 - 16)
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. INFORMATION NOTE: ANNUAL REVIEW OF SAFEGUARDING AND PROTECTING CHILDREN AND ADULTS 2025-26

(Pages
17 - 26)

INFORMATION NOTE OF THE DIRECTOR – GOVERNANCE

The Council has robust procedures in place that govern how staff and councillors deal with concerns about children and adults with care and support needs at risk of abuse to maintain our statutory duty to safeguard their welfare. An operational review has taken place, and work is ongoing to ensure that these procedures are understood and followed consistently throughout the organisation.

10. INFORMATION NOTE: WASTE AND RECYCLING UPDATE

(Pages
27 - 40)

INFORMATION NOTE OF THE DIRECTOR – ENVIRONMENT

An update on lessons learnt on communal collection issues, composting KPI, recycling and missed bin performance.

11. COUNCILLOR LEARNING AND DEVELOPMENT ANNUAL REPORT

(Pages
41 - 46)

REPORT OF THE DIRECTOR – GOVERNANCE

To provide details to the Overview and Scrutiny Committee on the completion of mandatory and required learning and development to be completed by Councillors.

12. ALLOCATION OF MHCLG HOMELESSNESS GRANT

(Pages
47 - 58)

REPORT OF THE DIRECTOR – REGULATORY

The Council has received a multi-year funding settlement from the Ministry of Housing, Communities and Local Government (MHCLG), ring-fenced for the purpose of supporting the Council in meeting its homelessness duties. This report details proposals for the allocation of some of this funding in line with grant conditions, national policy and local priorities.

13. OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2026-27

(Pages
59 - 76)

REPORT OF THE SCRUTINY OFFICER

This report highlights items scheduled in the work programme of the Overview and Scrutiny Committee for the 2026-27 civic year. It also includes items that have not yet been assigned to a specific meeting of the Committee.

14. EXCLUSION OF PRESS AND PUBLIC

To consider passing the following resolution: That under Section 100A of the Local Government Act 1972, the Press and Public be excluded from the meeting on the grounds that the following report will involve the likely disclosure of exempt information as defined in Paragraphs 3 and 4 of Part 1 of Schedule 12A of the said Act (as amended).

15. PART 2 MINUTES - 18 JUNE & 2 JULY 2024, 7 JANUARY & 11 MARCH 2025 AND 9 JUNE 2026

(Pages
77 – 92)

To take as read and approve as a true record the Part 2 minutes of the meetings of the Committee held on the 18 June & 2 July 2024, 7 January & 11 March 2025, and 9 June 2026.