

NORTH HERTFORDSHIRE DISTRICT COUNCIL

DECISION SHEET

**Meeting of the Overview and Scrutiny Committee held in the Council Chamber - District Council
Offices, Gernon Road, Letchworth, SG6 3JF
on Tuesday, 8th September, 2026 at 7.30 pm**

1 APOLOGIES FOR ABSENCE

There were no apologies for absence received.

2 MINUTES - 9 JUNE 2026

RESOLVED: That the Minutes of the meeting of the Committee held on 9 June 2026 were approved as a true record of the proceedings and signed by the Chair.

3 NOTIFICATION OF OTHER BUSINESS

There was no notification of other business.

4 CHAIR'S ANNOUNCEMENTS

- (1) The Chair advised that, in accordance with Council Policy, the meeting would be recorded.
- (2) The Chair drew attention to the item on the agenda front pages regarding Declarations of Interest and reminded Members that, in line with the Code of Conduct, any Declarations of Interest needed to be declared immediately prior to the item in question.
- (3) The Chair advised that for the purposes of clarification clause 4.8.23(a) of the Constitution did not apply to this meeting.
- (4) The Chair reminded Members of the adopted North Herts Scrutiny Charter and the need to ensure that the meeting was conducted with independence, initiative and integrity. The full Charter was available to Members via the Scrutiny Intranet pages.

5 PUBLIC PARTICIPATION

There was no public participation at this meeting.

6 URGENT AND GENERAL EXCEPTION ITEMS

The Chair noted one urgent item in relation to Keystage CIC and the treatment of housing benefit overpayments. The Chair provided details for its urgency and advised that the full Urgency Notice for this item had been published on the Council website.

7 CALLED-IN ITEMS

There were no called-in items.

8 MEMBERS' QUESTIONS

No questions had been submitted by Members.

9 INFORMATION NOTE: ANNUAL REVIEW OF SAFEGUARDING AND PROTECTING CHILDREN AND ADULTS 2025-26

Councillor Daniel Allen, as Executive Member for Governance, presented the Information Note entitled 'Annual Review of Safeguarding and Protecting Children and Adults 2025-26', following which Members asked questions.

10 INFORMATION NOTE: WASTE AND RECYCLING UPDATE

Councillor Amy Allen, as Executive Member for Environment, presented the Information Note entitled 'Waste and Recycling Contract Performance', following which Members asked questions.

11 COUNCILLOR LEARNING AND DEVELOPMENT ANNUAL REPORT

RESOLVED:

- (1) That the Committee noted the Annual Report on Councillor Learning and Development.
- (2) That the Committee discussed and provided suggestions on Councillor Learning and Development provision and increasing Member completion.

REASON FOR DECISIONS: To comply with the Councillor Learning and Development Protocol as considered and endorsed by the Overview and Scrutiny Committee at its meeting on Tuesday 24 March 2026.

12 ALLOCATION OF MHCLG HOMELESSNESS GRANT

RECOMMENDED TO CABINET: That Cabinet approves the funding proposals for the allocation of Homelessness, Rough Sleeping and Domestic Abuse Grant received from MHCLG as outlined in Table 1 in paragraph 8.13 of the report.

REASONS FOR RECOMMENDATION:

- (1) There is a need to secure housing services for homeless households in the district, including key existing services on the single homeless pathway. Adopting the recommendation at 2.1 secures the provision of high-quality local services to help those in need and provides stability into the first year of the new unitary authority.
- (2) The recommendation at 2.1 is consistent with the priorities set out in the Council's Housing Strategy (2024 – 2029) and the Council Plan.

13 OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2026-27

RESOLVED:

- (1) That the Committee prioritised topics for inclusion in the Work Programme attached as Appendix 1 and, where appropriate, determined the high-level form and timing of scrutiny input.
- (2) That the Committee, having considered the most recent iteration of the Forward Plan, as attached at Appendix 2, suggested a list of items to be considered at its meetings in the coming civic year.
- (3) That the Committee, noted the Decisions and Monitoring log, as attached at Appendix 3.

REASONS FOR DECISIONS:

- (1) To allow the Committee to set a work programme which provides focused Member oversight, encourages open debate and seeks to achieve service improvement through effective policy development and meaningful policy and service change.
- (2) The need to observe Constitutional requirements and monitor the Forward Plan for appropriate items to scrutinise remains a key aspect of work programming.

14 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: 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

RESOLVED: That the Part 2 Minutes of the meetings of the Committee held on 18 June & 2 July 2024, 7 January & 11 March 2025, and 9 June 2026 were approved as a true record of the proceedings and signed by the Chair.