

**MINUTES OF THE SCRUTINY COMMITTEE  
HELD ON**

5 September 2017

7.30 - 8.05 pm

**PRESENT**

**Committee Members**

Councillor Bob Davis (Chair)  
Councillor David Carter (Vice-Chair)  
Councillor Simon Carter  
Councillor Joel Charles  
Councillor Nick Churchill  
Councillor Maggie Hulcoop  
Councillor Mark Ingall  
Councillor Stefan Mullard  
Councillor Lanie Shears

**Officers**

Simon Freeman, Head of Finance  
Jane Greer, Head of Community Wellbeing  
Maureen Pearman, Community, Leisure and Cultural Services Manager  
Adam Rees, Governance Support Officer

11. **APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

None.

12. **DECLARATIONS OF INTEREST**

Councillor Davis declared a non-pecuniary interest as a council appointed director to the HTS Board.

13. **MINUTES**

**RESOLVED** that the minutes of the meeting held on 25 July 2017 are agreed as a correct record and signed by the Chair, subject to the amendment of Minute 8, Committee Work Plan 2017/18, to include in the resolution the addition a Review of the Church Langley Environment Fund to the Work Plan.

14. **MATTERS ARISING**

- a) Committee Work Plan 2017/18 (Minute 8 refers)

*Councillor Simon Carter entered the meeting.*

Councillor Charles spoke in reference to resolution H of the minute and requested that a review of contract awards associated with HTS (Property and Environment) Limited was added to the Committee's Work Plan. The review would look at issues which had arisen, and were likely to arise from the delay in contract awards for the current financial year.

The Chair referred to a note which had been circulated to all councillors on 14 August. He was satisfied with the assurances given in the email that the contract awards process for 2017/18 would have been impacted by transition to the HTS model. As a result he did not propose that the Committee carried out a review at this time, but if there was a delay in the contract awards for 2018/19 then the Committee should undertake a review of the awards process. The Committee agreed to this approach.

15. **WRITTEN QUESTIONS FROM MEMBERS OF THE PUBLIC**

None.

16. **WRITTEN QUESTIONS FROM COUNCILLORS**

None.

17. **RESPONSES OF THE CABINET TO REPORTS OF THE SCRUTINY COMMITTEE**

None.

18. **REVIEW OF SPORTS IN HARLOW - SCOPING REPORT**

Maureen Pearman, Community, Leisure and Cultural Services Manager presented a scoping report for a review of sports in Harlow.

The Committee considered the proposed scope of the review of the suggested terms of reference in the report. It was agreed that the review should also look at funding available for sports clubs, as well as the cost of upkeep of sports facilities throughout the town.

**RESOLVED** that the scope of the review of the sports in Harlow, as set out in the report, was agreed subject to the addition of the following:

- A** Identifying the types of funding available to sports clubs to the terms of reference; and
- B** Establishing the cost of upkeep of sports facilities throughout the town to the terms of reference.

19. **WORK PLAN**

Jane Greer, Head of Community Wellbeing, asked that the final report for the Review of Civic Pride and Education was moved to the meeting on 13 March. This would coincide with end of the Harlow is 70 celebrations. She also asked that the interim report was removed from the Work Plan.

Simon Freeman, Head of Finance, proposed a change to the Work Plan in relation to the Review of Road Safety and Improving the Safety of Young Drivers. Instead of presenting a scoping report to the meeting on 10 October, it was proposed that road safety groups were invited to give a presentation about any issues relevant to Harlow.

Councillor Hulcoop asked that a review of crime in Harlow was added to the Work Plan. Councillor Churchill suggested that the review would be better dealt with by the Licensing Committee. The Committee agreed with this approach.

**RESOLVED** that:

- A** The interim report for the Review of Civic Pride and Education was removed from the Work Plan;
- B** The final report of the Review of Civic Pride and Education was moved to the meeting on 13 March 2017;
- C** A presentation by road safety groups in Harlow was organised in place of the scoping report for the Review of Road Safety and Improving the Safety of Young Drivers at the meeting on 10 October; and
- D** A Review of Crime in Harlow was referred to the Licensing Committee for consideration.

20. **REFERENCES FROM OTHER COMMITTEES**

None.

21. **MATTERS OF URGENT BUSINESS**

None.

CHAIR OF THE COMMITTEE