

**MINUTES OF THE SCRUTINY COMMITTEE
HELD ON**

7 December 2021

7.30 - 8.45 pm

PRESENT

Committee Members

Councillor Tony Edwards (Chair)
Councillor David Carter (Vice-Chair)
Councillor Tony Durcan
Councillor Eugenie Harvey

Also Present

Councillor Simon Carter

Officers

Andrew Bramidge, Director of Strategic Growth and Regeneration
Simon Hill, Director of Governance and Corporate Support
Adam Rees, Senior Governance Support Officer

28. **APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

Apologies for absence were received from Councillors Shona Johnson and Nicky Purse.

29. **DECLARATIONS OF INTEREST**

Councillor David Carter declared a non-pecuniary interest as a site rep for Harlow Allotment Association.

30. **MINUTES**

RESOLVED that the minutes of the meeting held on 14 September 2021 are agreed as a correct record and signed by the Chair.

31. **MATTERS ARISING**

None.

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

None.

33. **WRITTEN QUESTIONS FROM COUNCILLORS**

None.

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

None.

35. **DELIVERY OF COUNCIL HOUSE BUILDING PROGRAMME - UPDATE**

The Chair said that this item had been withdrawn from the agenda as the Portfolio Holder responsible had been changed. A report would now be considered at the February meeting.

It was agreed that Councillors Simon Carter and Dan Swords would be invited to the meeting.

36. **ALLOTMENTS - INITIAL REPORT**

The Committee considered an initial report on allotments. The Committee agreed to add the following terms of reference to the review:

- i) To understand the different types of people who use allotments;
- ii) To look at examples of best practice;
- iii) To identify how allotments can be linked into the Council's corporate priorities in the emerging Corporate Strategy;
- iv) To understand how younger people can be encouraged to use allotments; and
- v) To identify potential grant funding opportunities

RESOLVED that:

A A Councillor Task and Finish group comprising Councillors David Carter and Tony Durcan, supported by officers from appropriate Council services and HTS (P&E), be established to review existing allotment provision.

B The terms of reference, set in paragraph 6 of the report, as amended above, be agreed.

37. **REVIEW OF TURNOUT IN LOCAL ELECTIONS - FINAL REPORT**

The Committee received a report of turnout in local elections. It was agreed that a copy of the postal vote form would be included in the next edition of Harlow Times.

RESOLVED that:

A The Returning Officer be requested to develop an action plan to deal with issues identified by the survey that are within the control of the Council on:

- i) Specific issues raised about polling stations; and
- ii) Communications on voting options and absent voting.

B A copy of the postal vote form would be included in the next edition of Harlow Times.

38. **WORK PLAN**

The Committee received a report summarising its work plan.

RESOLVED that the work plan be noted as appended to the minutes.

39. **REFERENCES FROM OTHER COMMITTEES**

None.

40. **MATTERS OF URGENT BUSINESS**

None.

CHAIR OF THE COMMITTEE

Scrutiny Committee Work Plan 2021/22

Work	Tuesday 13 July 2021	Tuesday 14 September 2021	Tuesday 7 December 2021	Tuesday 8 February 2022	Tuesday 15 March 2022
Policing and Community Safety Annual Review				Agreement of questions	Q&A with Police
Delivery of Council House Building Programme				Update	
Housing and Accommodation Requirements for Adults with a Moderate /Severe Learning Disability	Final report				
Allotments	Review Submission Form		Report		Final Report
Domestic Abuse in Harlow (to be included in Police Annual Review)	Review Submission Form				
Support for Victims of Domestic Abuse and Sexual Harassment	Review Submission Form			Report	
Turnout in Local Elections	Review Submission Form	Report	Final Report		
Antisocial Behaviour (to be dealt with through pre-scrutiny of Community Safety Strategy)	Review Submission Form	Q&A with Portfolio Holder			
Online Gambling	Review Submission				

	Form				
Call In Sub Committee Procedures	Report				