

**SCRUTINY COMMISSION  
15TH NOVEMBER 2021**

PRESENT: The Chair (Councillor Seaton)  
The Vice Chair (Councillor Ranson)  
Councillors Brookes, Hamilton, Parton and Popley

Councillor Harper-Davies (Cabinet Lead Member  
for Community Support and Equalities) and  
Poland (Cabinet Lead Member for Public Housing)

Head of Strategic and Private Sector Housing  
Performance, Policy and Development Manager  
Neighbourhoods and Partnerships Manager  
Head of Strategic Support  
Democratic Services Officer (SW)

The Chair stated that the meeting would be recorded and the sound recording subsequently made available via the Council's website. She also advised that, under the Openness of Local Government Bodies Regulations 2014, other people may film, record, tweet or blog from this meeting, and the use of any such images or sound recordings was not under the Council's control.

50. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of the Commission held on 11th October 2021 were approved.

51. DECLARATIONS OF PECUNIARY AND PERSONAL INTERESTS

No disclosures were made.

52. DECLARATIONS OF THE PARTY WHIP

No declarations were made.

53. QUESTIONS UNDER SCRUTINY COMMITTEE PROCEDURES 11.16

No questions were submitted.

54. BULKY WASTE COLLECTION REVIEW

A report of the Head of Cleansing and Open Spaces to further review the risks and benefits from the introduction of bulky waste collection charges 24 months after their enforcement and to discuss the impact that Covid-19 had on this service, along with the mitigation measures, was submitted (item 6 on the agenda filed with these minutes).

The Lead Member for Community Support and Equalities and the Policy, Performance and Development Manager assisted with the consideration of this item. The following summarises the discussion:

- i. The number of civil litigation cases resulting from fly tipping in the Borough since the bulky waste changes had been implemented was unclear. This information would be circulated following the meeting.
- ii. It was highlighted that the bulky waste collection charges scheme was not cost neutral, and that there was a cost to the council to run the scheme as payments received were not sufficient to cover the entire cost. In order to make the scheme cost neutral, the cost to residents would be required to increase. Information on the approximate single payment cost to residents required to create a cost neutral scheme was not available but would be estimated and circulated following the meeting.
- iii. Information on the cost of the scheme in relation to the income generated by the scheme was not available and would be circulated following the meeting.
- iv. During the development of the scheme, officers had considered a number of possible options and the current scheme was the most appropriate. The impact of the scheme and ways to improve the scheme were reviewed regularly.
- v. Photographic evidence was provided by Contractors when responding to reported fly-tipped waste in the event that no waste could be identified.
- vi. Contractors routinely checked sites containing flats for bulky waste in order to reduce potential fire hazards.
- vii. The impact of Covid-19 had presented challenges affecting the bulky waste collection service. The reorganisation of teams to address service priorities had meant that some services had been suspended during Covid-19 restriction periods.
- viii. Waste was defined by materials and was sometimes cleared over numerous collections as a result. It was highlighted that no item of waste was left unaccounted for.
- ix. It was agreed that the Scrutiny Commission reviewed the scheme again in 12 months and that the report provided included more detail, such as the data requested at this meeting.

## **RESOLVED**

1. That the report is noted.
2. That the Scrutiny Commission reviewed the Bulky Waste Collection Scheme again in 12 months and that the report provides more detail such as the additional information required at this meeting.

3. That information on the number of civil litigation cases resulting from fly tipping in the Borough since the bulky waste changes had been implemented be provided to the Scrutiny Commission and included within the subsequent report.
4. That information on the approximate single payment cost to residents required to create a cost neutral scheme be provided to the Commission and included within the subsequent report.
5. That information on the cost of the scheme in relation to the income generated by the scheme be provided to the Commission and included within the subsequent report.

### Reasons

1. To ensure that members are updated on the impact of the bulky waste collection charges 24 months after implementation.
- 2-5. To ensure the Scrutiny Commission is better able to understand the impact of the implementation of the scheme.

#### 55. PRE-DECISION SCRUTINY OF ANY SPECIFIC FINANCIAL MATTERS TO BE CONSIDERED BY CABINET

There were no items of this nature on the Cabinet agenda for the Commission to consider.

#### 56. CABINET ITEMS FOR PRE-DECISION SCRUTINY

The following items were identified for pre-decision scrutiny from the Cabinet agenda for 18th November 2021.

#### 57. CHARNWOOD GRANTS - ROUND TWO 2021/22 CHARNWOOD COMMUNITY AND COMMUNITY FACILITIES GRANT APPLICATIONS

A Cabinet report of the Head of Neighbourhood Services to enable Cabinet to consider applications received for funding in round two of the Community Facilities and Community Grants schemes for 2021/22 (item 8a on the agenda filed with these minutes).

The Cabinet Lead Member of Community Support and Equalities, the Neighbourhoods and Partnerships Manager and the Head of Strategic Support assisted with the consideration of this item. The following summarises the discussion:

- i. It was considered that the recommended grant awards were most common within the more urban areas within the Borough.

- ii. The scoring matrix used by the awarding panel was complex and intended to ensure there was a differentiation between the bands used. This enabled the panel to assess criteria more fairly and recommend awards to the organisations that had scored the highest.
- iii. It was suggested that an increase in member knowledge could be achieved through member grants training, which would allow members to better assist organisations with their applications. It was highlighted that a better understanding of the criteria used would allow members to support organisations in the process.
- iv. It was suggested that the reasons for the decisions made on each application could be communicated with greater clarity. The feedback received from the awarding panel could including a note of reference to a specific criterion which had been satisfied or not.
- v. It was highlighted that there were two Voluntary and Community Sector officers working within the council who were able to assist organisations with applications and to advise members on the processes involved. The support offered by these officers was intended to maximise the opportunities of applicants.
- vi. When a grant application was declined, the organisation was advised on the reason for the decision and on potential ways to improve the application for the next round. In addition, they were signposted for further support from other sources.
- vii. It was highlighted that the grants process was time consuming and resource intensive. The awarding panel and the officers involved in the process had contributed a significant amount of time and effort to establish the recommendations set out.

**RESOLVED** that the Cabinet be informed that the Commission supports the recommendations as set out in the report of the Head of Neighbourhood Services.

#### Reason

The Commission, having carefully considered the report, felt the Cabinet should approve the recommendations set out.

#### 58. THE INTRODUCTION OF REVISED LICENCE CONDITIONS FOR PERMANENT RESIDENTIAL MOBILE HOME SITES

A Cabinet report of the Head of Strategic and Private Sector Housing to propose the introduction of revised Licence Conditions for the licensing of permanent residential

mobile home sites in Charnwood was submitted (item 8b on the agenda filed with these minutes).

The Lead Member for Public Housing, the Head of Strategic and Private Sector Housing assisted with the consideration of this item. The following summarises the discussion:

- i. The revised Licence Conditions for the licensing of permanent residential mobile homes was applicable to properties which were the permanent residence of the occupier. These license conditions relate only to permanent residential mobile homes sites and not to holiday, touring or traveller sites.
- ii. Roads maintained in a good condition would be suitable for waling and driving but would depend on the type of road and the materials used. A road would be considered to be in a good condition if it was free from potholes or sink holes.
- iii. In the event of a breach in conditions, the council would seek to mediate with the license holder to overcome issues. Following this approach, the council would be able to take enforcement action against the license holder in accordance with the Legislation and the Private Sector Housing Enforcement Policy.
- iv. Work required to be undertaken by the licence holder to meet the licence conditions would be checked by the council to ensure the works have been completed and the quality of the works completed met the requirements of the licence. The council undertake an annual inspection of each site to ensure that the site meet the requirements of the licence conditions.
- v. It was expected that the revised Licence Conditions would be applied to all sites within the Charnwood Borough by the end of March 2022.
- vi. The response rate for the consultation conducted was considered to be low. However, it was suggested that this was due to a significant amount of existing legislation that was already in place.

**RESOLVED** that the Cabinet be informed that the Commission supports the recommendations as set out in the report of the Head of Strategic and Private Sector Housing.

#### Reason

Commission, having carefully considered the report, felt the Cabinet should approve the recommendations set out.

#### 59. SCRUTINY COMMISSION PRE-DECISION SCRUTINY - CABINET RESPONSE

A report of the Cabinet was considered setting out its responses to the recommendations of the Commission on pre-decision scrutiny items (item 9 on the agenda filed with these minutes).

**RESOLVED** that the Cabinet's responses to the Commission's recommendations be noted.

Reason

The Commission was satisfied that it added value where appropriate and welcomed the Cabinet's consideration of the Commission's views and recommendations as part of its decision making process.

60. PROGRESS WITH PANEL WORK

A report of the Head of Strategic Support to review the progression of scrutiny panels was submitted (item 10 on the agenda files with these minutes).

The Head of Strategic Support assisted with the consideration of this item. The following summarises the discussion:

It was highlighted that a Chair was required for the Crime, Youth Crime and ASB Scrutiny Panel, due to start in January 2022. Councillor Hamilton agreed to discuss the Chairmanship of the panel with Labour Group members.

**RESOLVED**

1. That the Scrutiny Commission reviewed the progression of scrutiny panels.
2. That a Chair was identified for the Crime, Youth Crime and ASB Scrutiny Panel following discussions within the Labour Group.

Reasons

- 1&2. To ensure timely and effective scrutiny of the matter and subject.

61. SCRUTINY WORK PROGRAMME

A report of the Head of Strategic Support to enable the Commission to review and agree the Scrutiny Work Programme. This includes reviewing the changes made by the Finance and Performance Scrutiny Committee and adding items to their work programme (item 11 on the agenda filed with these minutes).

The Head of Strategic Support assisted with the consideration of this item.

**RESOLVED**

1. That the Scrutiny Commission reviewed the Finance and Performance Scrutiny Work Programme.
2. To agree that the Finance and Performance Scrutiny Work Programme be updated in accordance with the decisions taken during consideration of this item and any further decisions taken during this meeting.

## Reasons

1. To ensure timely and effective scrutiny of the matter/subject.
2. To ensure that the information contained within the Work Programme is up to date

## 62. SCRUTINY COMMISSION WORK PROGRAMME

A report of the Head of Strategic Support was considered, to enable the Commission to consider its work programme and forthcoming Key Decisions and decisions to be taken in private by the Cabinet in order to schedule items for pre-decision scrutiny (item 12 on the agenda filed with these minutes).

The Head of Strategic Support assisted with the consideration of this item.

### **RESOLVED**

1. That forthcoming Executive Key Decisions or decisions to be taken in private by the Executive, set out in Appendix 2 to the report, and scheduled scrutiny of those matters, be noted.
2. That the Commission's current work programme be noted.

## Reasons

1. To ensure effective and timely scrutiny, either to provide Cabinet with advice prior to it taking a decision or to ensure that the Council and external public service providers and partners were operating effectively for the benefit of the Borough.
2. To ensure effective and timely scrutiny.

## NOTES:

1. No reference may be made to these minutes at the Council meeting on 17th January 2022 unless notice to that effect is given to the Democratic Services Manager by five members of the Council by noon on the fifth working day following publication of these minutes.
2. These minutes are subject to confirmation as a correct record at the next meeting of the Scrutiny Commission.