

## NORTHAMPTON BOROUGH COUNCIL

### MINUTES OF OVERVIEW & SCRUTINY COMMITTEE

Wednesday, 4 January 2017

**COUNCILLORS PRESENT:** Councillor Jamie Lane (Chair), Councillor Graham Walker (Deputy Chair) Councillors Brian Sargeant, Tony Ansell, Rufia Ashraf, Mohammed Aziz, Janice Duffy, Terrie Eales, Elizabeth Gowen, Dennis Meredith, Nilesh Parekh, Zoe Smith and Graham Walker

Councillor Danielle Stone  
Councillor Jane Birch - observing

**Officers** Julie Seddon, Director for Customers and Communities  
Tracy Tiff, Scrutiny Officer  
Gary Youens, Political Assistant

#### 1. MINUTES

The Chair signed the minutes of the meeting held on 28 November 2016 and the minutes of the Call In Hearing held on 29 November 2016 as a true and accurate record.

#### 2. DEPUTATIONS/PUBLIC ADDRESSES

Councillor Danielle Stone addressed the Overview and Scrutiny Committee commenting that she welcomed the setting up of the Working Group but felt that it should have been convened earlier. She felt that, in her opinion, the Working Group should have considered the scope of the contract. Councillor Stone further suggested that the Working Group should involve stakeholders. Councillor Stone concluded stating that everyone wants the best for the town.

Councillor Stone was thanked for her address.

#### 3. DECLARATIONS OF INTEREST (INCLUDING WHIPPING)

There were none.

#### 4. RE-PROVISION OF THE ENVIRONMENTAL SERVICES CONTRACT WORKING GROUP

The Committee considered the draft scope for the Re-Provision of the Environmental Services Contract Working Group.

**AGREED:** The scope of the Re-Provision of the Environmental Services Contract Working Group is approved, as attached at Appendix A.

The Chair invited Membership to the Working Group and AGREED:

- Councillor Dennis Meredith (Chair)
- Councillor Rufia Ashraf (Deputy Chair)
- Councillors Ansell, Aziz, T Eales, Duffy, Lane, Smith, Sargeant and Walker

The Scrutiny Officer would contact Councillors Caswell, Culbard and Shaw who were not present at the meeting to ascertain whether they would like to be a member of the Working Group.

The meeting schedule as detailed with the scope of the Working Group was agreed and it was confirmed that meetings would commence at 5:30pm.

## **5. URGENT ITEMS**

There were none.

The meeting concluded at 6:47 pm



## OVERVIEW AND SCRUTINY

### RE-PROVISION OF THE ENVIRONMENTAL SERVICES CONTRACT WORKING GROUP

#### 1. Purpose/Objectives of the Pre-Decision Scrutiny Activity

Pre-decision Scrutiny - Scrutiny of the re-provision of the Environmental Services Contract to ensure the best outcome for the re-provision of the Contract.

The purpose of the meetings is to:

- Help non-Executives understand the re-provision process and the legal framework around the re-provision of the Contract.
- Enable non-Executives to meaningfully challenge the rigour and robustness of the process.

#### 2. Outcomes Required

- To provide Scrutiny input, at the pre-decision stage, on the re-provision of the Environmental Services Contract

#### 3. Information Required

- Background data
- Background reports
- Best practice data
- Information at the relevant stages of the process
- Evidence from expert internal witnesses
- Evidence from expert external witnesses (if applicable)

#### 4. Format of Information

- Background data, including:
  - Presentation to set the scene

- Relevant Legislation
- Relevant data
- Information at the relevant stages of the process

## **5. Methods Used to Gather Information**

- Minutes of meetings
- Desktop research
- Officer reports
- Presentations

## **6. Co-Options to the Pre-Decision Scrutiny Activity**

No co-optees suggested for this pre-decision Scrutiny activity

## **7. Community Impact Screening Assessment**

- A Community Impact Screening Assessment to be undertaken on the scope of the Pre-Decision Scrutiny activity

## **8. Evidence gathering Timetable**

January 2017 - February 2018

- 4 January 2017 - Approval of the Scope of the Scrutiny Activity
- 1 March - Evidence gathering
- 22 May - Evidence gathering
- 11 September - Evidence gathering
- 20 November - Evidence gathering
- 5 February 2018 - Consideration of the final report

## **9. Responsible Officers**

Lead Officer            Julie Seddon, Director of Customers following initial scoping meeting

Co-ordinator            Tracy Tiff, Scrutiny Officer

**10. Resources and Budgets**

Julie Seddon, Director of Customers and Communities, following initial scoping meeting, to provide internal advice.

**11. Final report presented by:**

Completed by February 2018. Presented by the Chair of the Scrutiny Working Group to the Overview and Scrutiny Committee and then to Cabinet.

**12. Monitoring procedure:**

Review the impact of the report after six months