

# Scrutiny Board

## 17 August 2021 – Updating

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The purpose of this updating is to give a summary of information that has been received following the publication of the agenda.

### **Item 02 Apologies for Absence**

Councillors; Adam Boyden and Terry Napper

Substitutes; Councillor Edric Hobbs for Councillor Adam Boyden

### **Item 04 Public Participation**

#### **a) Items on the agenda**

Mr Nick Hall has requested to speak, in person on Agenda Items 08 Corporate Delivery Plan and Item 10, Quarter 1 Corporate Performance Management Report.

#### **b) Items not on the agenda**

None

### **Questions submitted on Agenda Items 08 and Item 09 in advance of the meeting from Councillors Lund, Barkshire and Dunk**

Page numbers are numbers for whole meeting papers not individual papers.

#### **1. Item 08 Corporate Delivery Plan.**

A general comment that this paper is very light on detail – we are not sure how Scrutiny can scrutinise a paper without appropriate detail. Specific questions below.

- Please can you explain what the headings “Existing Programme” and “Extended Programme” mean.  
Existing program determines a reference to a pre-determined corporate priority project. Extended program references an area of work or project that has been further extended from the existing program.
- Are all these items in the existing service plans?  
Existing items are scheduled for the period of this administration, therefore, whilst most are underway and referenced within service plans, others may not have yet commenced, therefore wont yet be evidenced in this way.

- Is there any detail on progress and if so where can this be found?  
Quarterly updates on all Corporate Priority actions are provided via the quarterly Corporate Performance Report (also on this agenda)
- P.17 under Glastonbury Town Deal mentions traveller sites – please provide details for traveller sites for the rest of Mendip.  
Can it be clarified what information is being requested?
- P.17 under Levelling Up Funds – please provide detail of Levelling Up Funds including a summary of the issues relating to Western Warehouse, Frome.  
The report before you is to highlight the amendment and addition of projects. Each project in its own right will have its own governance and supporting information. As necessary and appropriate, project updates and deliverables will be updated to Scrutiny and Cabinet.
- Supplementary Planning Documents (SPDs) are key to the delivery of all 3 Corporate Priorities. Please explain why there is no detail of the delivery (including a timetable) of the SPDs in this paper.  
As referenced in earlier responses, this paper is not intended to provide project specific information. This will be provided through normal governance routes.

## **2. Item 09 Affordable and Social Housing**

### P.25 under Best Value Considerations

- Please explain how the process by which it became apparent that Stonewater has the necessary experience etc. Is there a record of the “initial discussions” should this decision be challenged?
- Should Scrutiny be concerned that “exclusivity in negotiations.... means that the market has not been tested”?
- A general question about the proposed housing at North Parade – will there continue to be pedestrian access to Millennium Green from the site?
- P. 31 Appendix C: An explanation of how this works would be appreciated.

Verbal responses will be given during consideration of the Affordable and Social Housing paper.

**Item 11a Climate and Ecological Working Group**

<p>Scrutiny Working Group</p> <p>Scrutiny Climate Emergency Working Group</p>	<p>Lead Convenor: Cllr Janine Nash</p> <p>Members: Cllr Alison Barkshire, Cllr Michael Dunk, Cllr Michael Gay, Cllr Shane Collins, Cllr Lucie Taylor-Hood, Cllr Adam Boyden, Cllr Shannon Brooke, Cllr Nick Cottle</p>
<p><b>Update Report</b></p>	<p>17<sup>th</sup> August 2021</p>
<p><b><u>Update from the Scrutiny Climate Emergency Working Group</u></b></p> <p>The Scrutiny Climate Ecological Emergency Working Group (SCEEWG) has been meeting fortnightly on a tight schedule to review and agree the District Wide Future Emissions Pathway as requested by <a href="#">Cabinet</a> in February 2021. SCEEWG presented their recommendations to Cabinet on 7<sup>th</sup> June 2021.</p> <p>In addition to above SCEEWG have been asked to identify up to 3 priority actions to be undertaken within a calendar year as tasked by Cabinet in February.</p> <p>Hayley Warren’s suggested actions which were quickly implementable within existing timescales, budget and resources were:</p> <ol style="list-style-type: none"> <li>1. Retrofitting of homes.</li> <li>2. Community owned renewable energy.</li> <li>3. Agri emissions scoping.</li> </ol> <p>Other areas such as Transport and Industrial emissions and Waste Management were on the mid-term action list, but it was felt by Hayley that we had most influence on the suggested 3 above and that waste was being covered by the Somerset Waste Management Partnership.</p> <p>Feedback has come back from group members on these, and discussions are ongoing. Suggestions of other priority areas based on gap analysis have been discussed but there is still ongoing debate regarding the 3 priority actions.</p> <p>Many in the group feel that the 3 priority options are not enough, and that the Agri scoping report, and further work over and above the existing tree initiatives in place should come forwards in addition to 3 priorities.</p> <p>As said above, it is acknowledged that the 3 priorities came to us based on existing available, time, money and resource, and that business cases need to be made for further funding and resources if more is to be achieved.</p>	

Hayley and Tom have, and are doing, some really great work, and we are sure that Jacob will be brilliant, but the group feel that they need more budget and staff resources.

It is felt that the Climate emergency should be given greater focus and priority, and this comes with a sense of urgency that we should be doing much more.

In respect of Agri Scoping: The group put forward suggestions for farmers using climate conscious farming methods to be invited to speak with us about how they farmed and the barriers they have overcome and continue to face, and what we can do to help and engage going forwards. Two local farmers responded and talked with the group giving us some valuable insight, one key learning is that our planning process could be doing more to support permissions for renewable energy installations.

Additionally, the NFU and a company called The Farm Carbon Toolkit met with Hayley and Janine to discuss whether they could help with the Agricultural Emissions Report. The NFU can help with stakeholder engagement with Farmers going forwards, and a discussion with the Farm Carbon Toolkit about sharing their existing emissions data and case studies with us were discussed. This is still an open discussion that our new Climate Resilience Officer Jacob Hall can take up and explore further with the group. \*Cabinet asked SCEEWG to scope this project and it has come to us as one of the 3 priority areas pending approval by Cabinet. As already mentioned, it remains an open discussion and so no decisions have been taken by the group on this yet.

A presentation on SPD's & Planning Guidance opportunities on 6<sup>th</sup> July was given to SCWEEG and a timeline for the work is due to be presented towards the end of August/beginning of September. SPD monitoring was given to SWCEEG and was considered a key priority for work to progress at pace in Full Council.

Heather Shearer updated the group as to the existing work relating to tree planting currently sitting in Neighbourhood Services at the 3 Aug SCWEEG meeting. Haylee Wilkins and Heather agreed to share timelines and costings with us.

Tom Ronan has attended a few of the meetings and is happy to share his service plan with the group. Hayley Warrens collated the climate emergency work that sits embedded within all the various service plans and put them in one place for ease of reference.

In order to fulfil our task of identifying priority areas for improvement more data is required. The group asks for all the information showing where the climate emergency funding currently sits within the separate services areas, and to see the expenditure to date on the various projects in effect, in addition to what progress has been made, and what is still required.

Without the above it will be extremely difficult to make the recommendations expected and conduct any meaningful gap analysis.

**Agreed actions**

1. Hayley to send to the Group to review and identify potential projects for annual 3-point action plan. - Remains a work in progress for the group as above.
2. Develop a recommended monitoring schedule to ensure the recommended pathway is reviewed and adjusted accordingly in line with policy reform – still to be undertaken

**Items to carry forward:**

1. As above.
2. Develop a recommended monitoring schedule to ensure the recommended pathway is reviewed and adjusted accordingly in line with policy reform – still to be undertaken

Next meeting date/  
location  
31<sup>st</sup> August 2021

Person booking  
Jacob Hall (Climate Change & Resilience  
Officer)

**Item 11e Contracts Working Group**

<p>Scrutiny Contracts Working Group</p>	<p>Lead Convenor: Barbi Lund</p> <p>Members: Alison Barkshire, Bente Height, Janine Nash, Michael Dunk, Phil Ham,</p>
<p><b>Date:</b> 17 June 2021</p>	<p><b>Present:</b></p> <p>Members: Janine Nash, Barbi Lund, Bente Height, Michael Dunk</p> <p>Officers: Steve Kingston, David Clark</p> <p>Apologies: Alison Barkshire, Phil Ham, Haylee Wilkins</p>
<p><b>Agenda and notes</b></p>	

It was agreed at March meeting that we would set up regular 4 weekly meetings and that we would invite Steve Kingston, MDC (Mendip District Council) Procurement Officer to attend a couple of WG meetings to provide overview of procurement process and the contracts register. Steve provided an excellent update on the procurement process at the May meeting, therefore the agenda for June was the contracts register.

**Agenda**

1. Welcome and Introductions
2. Overview of Contracts Register and sourcing from Steve Kingston, MDC Procurement Officer
3. Future Items for group consideration & date of the next meeting
4. AOB

**Notes:**

Steve gave an excellent overview on most of the following items in relation to the procurement process:

- Governance
- Sourcing process review
- Sourcing solutions
  - Third Party Frameworks
  - Tendering
- Responsibility matrix
- Contracts Register
- WIP / Pipeline Activity Register

**Agreed actions:**

The meeting ran out of time to get through all the items so Steve will attend next meeting to complete overview.

**There was a suggestion that at the meeting after 15 July Steve could talk through the procurement of a theoretical project from inception to decision.**

Items to carry forward: N/A

Next meeting date/  
location:  
Thursday 15 July, 17.00

Person booking Haylee Wilkins

Scrutiny Contracts Working Group	<p>Lead Convenor: Barbi Lund</p> <p>Members: Alison Barkshire, Bente Height, Janine Nash, Michael Dunk, Phil Ham,</p>
<b>Date:</b> 15 July 2021	<p><b>Present:</b></p> <p>Members: Janine Nash, Barbi Lund, Alison Barkshire</p> <p>Officers: Steve Kingston, Haylee Wilkins</p> <p>Apologies: Phil Ham, Bente Height, Michael Dunk</p>
<p><b>Agenda and notes</b></p> <p>It was agreed at March meeting that we would set up regular 4 weekly meetings and that we would invite Steve Kingston, MDC Procurement Officer to attend a couple of WG meetings to provide overview of procurement process and the contracts register. Steve provided an excellent update on the procurement process at the May meeting and the contracts register at the June meeting so the agenda for July was to go through a sourcing example.</p> <p><b>Agenda</b></p> <ol style="list-style-type: none"> <li>1. Welcome and Introductions</li> <li>2. Overview of a sourcing example from Steve Kingston, MDC Procurement Officer</li> <li>3. Changes to Contracts section of Constitution</li> <li>4. Future Items for group consideration &amp; date of the next meeting</li> <li>5. AOB</li> </ol> <p><b>Notes:</b></p> <p>Steve used sourcing of providers to manage the fuel poverty campaign as an example of sourcing from inception to decision.</p> <p>He then informed the group that there would be changes to s21 of the Constitution, Contracts Procedure Rules and the meeting discussed the best method to feed into the process. Changes will go to September Full Council meeting.</p>	
<p><b>Agreed actions:</b></p> <p>SK to circulate proposed changes to s21 to all members of the group. Members of the group to send any suggestions for amendments to BL by 13 August. BL to collate and send to SK by 20 August.</p>	

**There was a suggestion that at the meeting subsequent to 15 July**

Items to carry forward: N/A

Next meeting date/  
location:  
Thursday 2 September,  
17.00

Person booking Haylee Wilkins