

# Scrutiny Board

## Tuesday, 17 May 2022

Council Chamber, Mendip District Council  
Cannards Grave Road, Shepton Mallet, BA4 5BT

### 6.30 pm

**This agenda can be made available in large print and other languages including Braille. Please contact the Committee Officer for details.**

Lead Officer: Kelly Knight  
Tel: 01749 341345  
Email: [Kelly.Knight@mendip.gov.uk](mailto:Kelly.Knight@mendip.gov.uk)

Democratic Services  
Officer: Claire Dicken  
Tel : 01749 341341  
E-mail : [Claire.Dicken@mendip.gov.uk](mailto:Claire.Dicken@mendip.gov.uk)

**Membership:** Councillors:

Alison Barkshire, Adam Boyden, Nick Cottle, Michael Dunk, Philip Ham, Damon Hooton, Chris Inchley (Chair), Barbi Lund (Deputy Chair), Terry Napper, Janine Nash, Sam Phripp, Lois Rogers, Lucie Taylor-Hood and Nigel Woollcombe-Adams

**Substitutes:** Councillors Eve Berry, Josh Burr, John Clarke, Nigel Hewitt-Cooper, Michael Gay, Edric Hobbs and Mike Pullin.

**NB:** Whilst formal meetings are returning to Council premises from 7 May 2021, COVID restrictions are still in place. This means that whilst meetings will be open to the public, attendance will be limited. Meetings will be live streamed where at all possible. Please contact the Democratic Services Officer in the first instance should you wish to attend.

## Notes

1. **Length of meeting** - Meetings will normally end once all the business listed on the agenda has been considered. However, in the event of a meeting continuing for three hours, the Chair of that meeting will ask member colleagues to vote on whether to continue, to end the meeting or to adjourn to another date and time. There will be a short briefing from officers on the implications but no debate on whether the meeting should end. If the vote is in favour of ending the meeting it will end immediately or at such point as the meeting agrees.
2. **Reports** – some agenda items refer to reports that have been produced. If you wish to see a non-confidential report, you can access these via the Mendip District Council website at [www.mendip.gov.uk](http://www.mendip.gov.uk).
3. **Declarations of Interest** – Where Members of the Board/Committee or any other Member of the Council present at the meeting have a personal or prejudicial interest in any agenda item or matter listed, they are obliged to declare that interest at the meeting at which the matter is due to be considered.
4. **Public Speaking** – At the Chair’s discretion, members of the public can participate at meetings of a Council body by making representations on any matter, the categories are shown below. The maximum time for each speaker is three minutes, with a maximum time of 20 minutes for all speakers in total. Anyone who wishes to speak must either;
  - a) notify the Democratic Services Officer (details on page 1) by 12 noon on the day of the meeting, or
  - b) complete the online form by 12 noon on the day of the meeting.

Categories:

**Items on the agenda** – Members of the public may either speak during the Public Participation agenda item or before the agenda item of interest.

**Items not on the agenda**

Any matters raised cannot be debated at the meeting but may be referred to a future meeting.

5. **Suggestions for Future Business** – will only be adopted if agreed by the Chair and Deputy-Chair of the meeting and where they fall within the responsibilities covered by that Council Body.
6. **Urgent Business** – To consider any other business that the Chair decides is urgent.
7. **Exclusion of the Press and Public** - The Local Government Act 1972, as amended, allows the public to be excluded from any Council meeting during any item of business on the grounds that confidential or exempt information is likely to be disclosed. “Confidential” and “exempt” are each defined by the Local Government Act, and there is an important difference between them. The public must be excluded from a meeting if “confidential” information is likely to be disclosed. However, if the information likely to be disclosed is “exempt,” members have discretion. They may exclude the public by passing a resolution but are not obliged to do so.
8. In accordance with the Openness of Local Government Bodies Regulations 2014, recording is allowed at all formal meetings of the authority to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. Those wishing to record proceedings should, as a matter of courtesy, inform the chair (or Democratic Services Officer) of the committee of their intentions prior to the meeting.
9. In compliance with Section 100D of the Local Government Act 1972, a list of the background papers and the background papers themselves are available on request to the Democratic Services Officer.

## AGENDA

- |          |               |                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|----------|---------------|------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1</b> | <b>6.30pm</b> | <b>CHAIR'S ANNOUNCEMENTS</b>                                     | The Chair will give their announcements. Mobile phones should be switched to silent and the evacuation procedures in the event of an emergency will be explained.                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>2</b> |               | <b>APOLOGIES FOR ABSENCE</b>                                     | To receive apologies from Members who are unable to attend the meeting.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>3</b> |               | <b>DECLARATIONS OF INTEREST</b> See Note 3                       | If a member of the Scrutiny Board or other member of the Council present at the meeting has a personal or prejudicial interest in any agenda item during this meeting, they should declare its existence and nature publicly.                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>4</b> |               | <b>PUBLIC PARTICIPATION</b> See Note 4                           | a) For items on the agenda<br>b) For items not on the agenda                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>5</b> | <b>6.45pm</b> | <b>MINUTES OF THE PREVIOUS MEETING</b>                           | The minutes of the meetings held on 15 February 2022 will be considered.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>6</b> | <b>7.00pm</b> | <b>SPOTLIGHT ON COMPLAINTS PROCESS</b>                           | As part of the work carried out by the Scrutiny Board, in the last eighteen months, a series of sessions took place to agree areas of priority for scrutiny outside of usual reporting. The complaints process was an area highlighted. Members agreed that they wished 'to scrutinise the way the council monitors and reviews complaints received and the approach taken to learn from complaints, to understand whether there is a systematic approach to learning from complaints, identifying patterns and making improvements in service delivery.' A presentation will be made to cover this and allow discussion. |
| <b>7</b> | <b>7.30pm</b> | <b>CORPORATE PERFORMANCE MANAGEMENT REPORT QUARTER 4 2021-22</b> | This report provides a summary of the high-level priorities that support the delivery of the Corporate Delivery Plan.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>8</b> | <b>8.00pm</b> | <b>FUSION PRESENTATION AND ANNUAL PLAN</b>                       | This presentation is the Annual Review from Fusion Lifestyle. It will advise Members of Fusion's response to the challenges presented by the COVID pandemic, up to December 2021.                                                                                                                                                                                                                                                                                                                                                                                                                                         |

**9 8.30pm YEAR END OUTTURN FINANCE REPORT**

---

This will be a verbal update from the S151 Officer on the financial end of year and emerging issues.

**10 9.00pm UPDATES FROM THE SCRUTINY WORKING GROUPS**

---

- a **Climate and Ecological working group**: Councillor Janine Nash
- b **Policies and Strategies working group**: Councillor Nigel Woollcombe-Adams
- c **Access working group**: Councillor Phillip Ham
- d **Breaking the cycle of disadvantage working group**: Councillor Chris Inchley.
- e **Contracts working group**: Councillor Barbi Lund
- f **Glastonbury Town Deal**:

**11 9.30pm URGENT BUSINESS** See Note 6

---

To consider any other business which the Chair decides is urgent.