



MALDON DISTRICT  
COUNCIL

APOLOGIES Committee Services  
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DIRECTOR OF STRATEGY,  
PERFORMANCE AND  
GOVERNANCE  
Paul Dodson

12 January 2022

Dear Councillor

You are summoned to attend the meeting of the;

**OVERVIEW AND SCRUTINY COMMITTEE**

on **THURSDAY 20 JANUARY 2022** at **7.30 pm**

in the **Council Chamber, Maldon District Council Offices, Princes Road, Maldon.**

Please Note: Due to current social distancing restrictions the Council is limited on the number of physical attendees in a meeting. Therefore, members of the public wishing to speak under the Public Participation Protocol are requested to attend remotely via Microsoft Teams. Members of the press are advised to view the meetings via the Council's YouTube channel: <https://www.maldon.gov.uk/watchlive> where all meetings are streamed live.

To register your request to speak please submit a [Public Access form](#) (to be submitted by 12noon on the working day before the Committee meeting).

A copy of the agenda is attached.

Yours faithfully

Director of Strategy, Performance and Governance

**COMMITTEE MEMBERSHIP:**

CHAIRMAN	Councillor V J Bell
VICE-CHAIRMAN	Councillor C Mayes
COUNCILLORS	M G Bassenger
	Miss A M Beale
	B S Beale MBE
	R P F Dewick
	M W Helm
	B B Heubner
	C P Morley
	N J Skeens



Please note: Electronic copies of this agenda and its related papers are available via the Council's website [www.maldon.gov.uk](http://www.maldon.gov.uk).





## **AGENDA OVERVIEW AND SCRUTINY COMMITTEE**

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**THURSDAY 20 JANUARY 2022**

1. **Chairman's Notices**

2. **Apologies for Absence**

3. **Minutes of the last meeting** (Pages 5 - 6)

To confirm the Minutes of the meeting of the Overview and Scrutiny Committee held on 14 October 2021 (copy enclosed).

4. **Public Participation**

To receive the views of members of the public of which prior notification in writing has been received (no later than noon on the Tuesday prior to the day of the meeting).

Should you wish to submit a question please completed the online form at [www.maldon.gov.uk/publicparticipation](http://www.maldon.gov.uk/publicparticipation).

5. **Disclosure of Interest**

To disclose the existence and nature of any Disclosable Pecuniary Interests, other Pecuniary Interests or Non-Pecuniary Interests relating to items of business on the agenda having regard to paragraphs 6-8 inclusive of the Code of Conduct for Members.

(Members are reminded that they are also required to disclose any such interests as soon as they become aware should the need arise throughout the meeting).

6. **Review of Recent Scrutiny Requests by Members** (Pages 7 - 20)

To consider the report of the Overview and Scrutiny Working Group, (copy enclosed).

7. **Process Improvement Representatives** (Pages 21 - 22)

To consider the report of the Director of Strategy, Performance and Governance (copy enclosed).

8. **Scrutiny Workplan Item - Proposed Conversion of Seating Shelter at Promenade Park Maldon into a Service Kiosk** (Pages 23 - 28)

To consider the report of the Director of Strategy, Performance and Governance (copy enclosed).

9. **Any other items of business that the Chairman of the Committee decides are urgent**

## **NOTICES**

### **Recording of Meeting**

Please note that the Council will be recording and publishing on the Council's website any part of this meeting held in open session.

### **Fire**

In the event of a fire, a siren will sound. Please use the fire exits marked with the green running man. The fire assembly point is outside the main entrance to the Council Offices. Please gather there and await further instruction.

### **Health and Safety**

Please be advised of the different levels of flooring within the Council Chamber. There are steps behind the main horseshoe as well as to the side of the room.

### **Closed-Circuit Televisions (CCTV)**

Meetings held in the Council Chamber are being monitored and recorded by CCTV.