MINUTES of
OVERVIEW AND SCRUTINY COMMITTEE
30 JULY 2026

PRESENT

Chairperson	Councillor A S Fluker
Vice-Chairperson	Councillor L J Haywood
Councillors	J R Burrell-Cook, C P Morley, N D Spenceley, E L Stephens and N J Swindle

1. CHAIRPERSON'S NOTICES

The Chairperson welcomed everyone to the meeting and went through some general housekeeping arrangements for the meeting.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors A M Lay and R H Siddall.

3. MINUTES OF THE LAST MEETING

RESOLVED that the Minutes of the meeting of the Committee held on 4 December 2025 be approved and confirmed.

4. DISCLOSURE OF INTEREST

There were none.

5. PUBLIC PARTICIPATION

No requests had been received.

6. APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES AND WORKING GROUPS

The Committee considered the report of the Chief Executive seeking appointments to the Outside Bodies and Working Groups of the Overview and Scrutiny Committee set out in the report for the ensuing municipal year.

The Chairperson called for nominations to the Outside Body, Essex County Council (ECC) Health Overview Policy and Scrutiny Committee (District Representative). There being no nominations, it was agreed that the appointment to this Outside Body be brought back to the next meeting of the Committee.

The Chairperson then called for nominations to the Overview and Scrutiny Committee Working Group and Process Improvement Champions, as detailed in the report. In response to a question, the Director of Legal and Governance explained the role of the Process Improvement Champions. Following nominations, it was agreed as set out below.

RESOLVED

(i) That appointment to the Outside Body, Essex County Council Health Overview Policy and Scrutiny Committee (District Representative), be brought back to the next meeting of the Committee;

(ii) That all Members of the Overview and Scrutiny Committee be appointed to the Overview and Scrutiny Committee Working Group for the ensuing Municipal Year.

(iii) That Councillors J R Burrell-Cook and E L Stephens be appointed as Process Improvement Champions for the ensuing Municipal Year.

7. DEVELOPMENT MANAGEMENT PEER REVIEW ACTION PLAN

The Committee considered the report of the Director of Legal and Governance informing Members of the Peer Review carried out on the Development Management Service and the request to add the resulting Action Plan created from this to the Overview and Scrutiny Committee Working Group's current workplan.

The Chairperson introduced the report, and the Director of Place, Planning and Growth took Members through the background. It was noted that the Council had appointed the Planning Officers Society Enterprises to carry out the Peer Review, which was undertaken by two experienced planners, and the Peer Review made 37 recommendations, categorised into three areas, which were detailed in the report.

The Director advised that as a result of the Peer Review an Action Plan had been produced to implement the recommendations. It was noted that Officers and some Members had been involved in discussions and the Director explained that if the Committee was minded to agree the report recommendations, it was proposed that the Action Plan would be considered by the Overview and Scrutiny Committee Working Group (the Working Group) at its meeting on 4 August 2026.

After a brief discussion between Members and Officers, Councillor J R Burrell-Cook proposed the Committee approve the recommendations set out in the report, this was duly seconded. Upon a vote being taken this was agreed by assent.

In response to a question, the Director of Legal and Governance confirmed that initially the Action Plan would be seen by Members of the Working Group. However, it would be circulated to other Members subsequently but required some consideration regarding the confidential information it contained.

RESOLVED

(i) That the Committee considered the referral from the Senior Leadership Team in the light of the information set out in the report;

(ii) that the Development Management Service Action Plan be added to the Overview and Scrutiny Committee's scrutiny workplan to enable scrutiny and feedback to Officers, a summary of which would be brought back to the next meeting of this Committee.

8. MEMBER SCRUTINY ITEM REQUESTS

The Committee noted that Councillor E L Stephens had submitted a scrutiny request for a review of standard letters sent from Maldon District Council to residents and that in accordance with the agreed procedure this would be referred to the Committee's Working Group for an initial assessment and report back to the Committee.

Councillor Stephens gave a short explanation of her request, and the Chairperson advised that the matter would be considered at the next meeting of the Working Group.

There being no other items of business the Chairperson closed the meeting at 7.59 pm.

A S FLUKER
CHAIRPERSON