



**Date: 21 August 2024**

**To: Members of the Scrutiny Commission**

Cllr C Lambert (Chair)	Cllr C Harris
Cllr MJ Surtees (Vice-Chair)	Cllr J Moore
Cllr P Williams (Vice-Chair)	Cllr A Pendlebury
Cllr DS Cope	Cllr M Simmons
Cllr MJ Crooks	Cllr A Weightman
Cllr C Gibbens	

Copy to all other Members of the Council

(other recipients for information)

Dear member,

There will be a meeting of the **SCRUTINY COMMISSION** in the De Montfort Suite, Hinckley Hub on **THURSDAY, 29 AUGUST 2024** at **6.30 pm** and your attendance is required.

The agenda for the meeting is set out overleaf.

Yours sincerely

Rebecca Owen  
Democratic Services Manager

## Fire Evacuation Procedures

- On hearing the fire alarm, leave the building **at once** quickly and calmly by the nearest escape route (indicated by green signs).
- *There are two escape routes from the Council Chamber – at the side and rear. Leave via the door closest to you.*
- Proceed to **Willowbank Road car park**, accessed from Rugby Road then Willowbank Road.
- **Do not** use the lifts.
- **Do not** stop to collect belongings.

## Recording of meetings

At HBBC we are open and transparent about how we make decisions. We allow recording, filming and photography at all public meetings including Council, the Executive and Planning Committee as long as doing so does not disturb or disrupt the proceedings. There may occasionally be some reports that are discussed in private session where legislation requires this to happen, but this is infrequent.

We also allow the use of social media during meetings, which helps to bring the issues discussed to a wider audience.

Members of the public, members of the press and councillors are hereby informed that, in attending the meeting, you may be captured on film. If you have a particular problem with this, please contact us so we can discuss how we may accommodate you at the meeting.

## Use of mobile phones

To minimise disturbance to others attending the meeting, please switch off your phone or other mobile device or turn it onto silent or vibrate mode.

Thank you

## SCRUTINY COMMISSION - 29 AUGUST 2024

### A G E N D A

1. **APOLOGIES AND SUBSTITUTIONS**

2. **MINUTES (Pages 1 - 4)**

To confirm the minutes of the meeting held on 25 July 2024.

3. **ADDITIONAL URGENT BUSINESS BY REASON OF SPECIAL CIRCUMSTANCES**

To be advised of any additional items of business which the Chair decides by reason of special circumstances shall be taken as matters of urgency at this meeting.

4. **DECLARATIONS OF INTEREST**

To receive verbally from members any disclosures which they are required to make in accordance with the Council's code of conduct or in pursuance of Section 106 of the Local Government Finance Act 1992. **This is in addition to the need for such disclosure to be also given when the relevant matter is reached on the agenda.**

5. **QUESTIONS**

To hear any questions in accordance with Council Procedure Rule 12.

6. **SCRUTINY REVIEW: UTILITY COMPANIES**

Following the motion to Council in relation to future preparedness of utility companies and subsequent agreement of the Scrutiny Commission to pursue the resolution of Council, representatives of Severn Trent Water will be in attendance to update members on their work.

7. **SCRUTINY COMMISSION WORK PROGRAMME (Pages 5 - 10)**

Work programme attached.

8. **SUSTAINABLE PROCUREMENT POLICY (Pages 11 - 22)**

To introduce the sustainable procurement policy which supports the climate change strategy.

9. **MINUTES OF THE HOUSING TASK & FINISH GROUP (Pages 23 - 26)**

Minutes of the meeting held on 1 August are attached.

10. **ANY OTHER ITEMS OF BUSINESS WHICH THE CHAIR DECIDES HAVE TO BE DEALT WITH AS MATTERS OF URGENCY**

As announced under item 3.