

OVERVIEW AND SCRUTINY COMMITTEE

MINUTES OF MEETING HELD ON THURSDAY, 4 NOVEMBER 2021

Present: Councillors John Kane, in the Chair; Felicity Wilson, James Date, Gwynneth Everett, Charles Maudling, Sam Meteer, Sam Pollen and Peter Tyson

Officers: Rose Blaney (Democratic Services Officer (Scrutiny)), Sarah Pemberton (Director of Corporate Services and Commercial Strategy), Sarah Pearce (Information Governance and Data Compliance Officer) and Stephanie Shaw (Electoral and Democratic Services Manager)

OSC45 Apologies for Absence

Apologies for absence were received from Councillors Joseph Ghayouba and Douglas Wilson.

OSC46 Declarations of Interests in Agenda Items:

No Declarations of Interest were made.

OSC47 Minutes of the meeting held on 7 October 2021

Councillors reviewed the minutes of the previous Overview and Scrutiny Committee (OSC) meeting.

The Scrutiny Officer highlighted some updates regarding the resolutions, including confirmation that the minutes of the meeting on 2 September were correct and the information requested had been sent bar one exception which the Scrutiny Officer agreed to resolve.

Resolved – That,

- a) with six votes for and two abstentions, the Committee agreed that the minutes of the meeting held on 7 October 2021 were approved as a true and accurate record.
- b) The Scrutiny Officer ensure a copy of the presentation given by the Portfolio Holder for Commercial Services has been sent to all members of the Committee.

OSC48 **Executive Forward Plan**

The Committee reviewed the Executive Forward Plan.

Councillor Pollen asked for further information regarding Property Acquisition and the Half Yearly Health & Safety Report and noted his concerns regarding the Budget coming to OSC after the Executive.

The Electoral and Democratic Services Manager noted that the Property Acquisition report is available to all councillors upon request due to being a part two document.

The Scrutiny Officer noted that the Health & Safety Report would be discussed under agenda item 7 and that the Budget would be coming to OSC in enough time for their feedback to be given to the Executive members.

Resolved – That,

- a) With a unanimous vote, the Committee agreed that the Executive Forward Plan be noted.

OSC49 **Surveillance Equipment Policy**

The Information Governance and Data Compliance Officer introduced the report and invited the Committee to provide comments and feedback.

Councillors enquired about a previous surveillance policy and who has the authorisation to enable covert surveillance using the cameras covered in the policy. Questions were also asked around the possibility of discussing with the appropriate officer getting cameras installed at certain sites, specifically sites suffering from fly-tipping, and the process for landowners installing their own cameras.

The Information Governance and Data Compliance Officer and Director of Corporate Services and Commercial Strategy discussed the issues with the Committee. It was highlighted that the authorisation to use the surveillance equipment covertly comes from a RIPA Policy, and those are only granted after the council's legal team has applied to the courts for permission. The officer clarified the difference between overt and covert cameras covered within the policy and that the process for landowners installing cameras is dependent on certain factors but must follow the national Surveillance Camera Code of Practice (SCCoP). The Director also noted that, while taking into account budget pressures, the possibility of cameras being installed in certain areas in relation

to fly-tipping was worthy of consideration and something that she would be willing to explore.

Councillor Tyson asked how the cameras were monitored. The Information Governance and Data Compliance Officer answered that the cameras are not routinely monitored, but instead are capturing images that are held on record for 30 days. Those images are only viewed under certain circumstances.

Resolved – That,

- a) with a unanimous vote, the Committee agreed to note the report and provide their feedback.
- b) The Director of Corporate Services and Commercial Strategy would send Councillor Meteer a copy of the RIPA policy.

OSC50 Annual Feedback Summary

The Director of Corporate Services and Commercial Strategy gave an introduction of the report and highlighted key facts before inviting members to make comments

Councillors had a discussion around the waste service and its front-line staff which had accumulated the largest number of complaints within the report. Noting that it was a council issue, not just the staff. The Director noted the concerns and highlighted the ways that the council are looking to tackle the issues brought forward through the complaints and how the council is prioritising staff's wellbeing.

Councillors took this opportunity to send their thanks to all staff and front-line services for all their hard work since the start of the pandemic.

Councillor Meteer asked if all complaints, compliments and comments are captured within the Pentana system. The Director clarified that the system captures all 'official' complaints, compliments and comments, that those which are solved via dialogue with departments are not recorded within the report.

Councillor Tyson asked for further information regarding the licensing complaint mentioned within the report which the Director agreed to provide after the meeting.

Resolved – That,

- a) with a unanimous vote, the Committee agreed to note the report and provide their comments.

- b) The Director of Corporate Services and Commercial Strategy to send Councillor Tyson the further information requested.

OSC51 **Scrutiny Officer Updates**

The Scrutiny Officer gave the Committee updates on both the Work Programme and the Task & Finish Groups.

The Scrutiny Officer took members through the Work Programme and noted that two reports from ongoing Task and Finish Groups (Social Media Policy Review and Effective Digital Engagement) will be coming to the December meeting, the two Quarter 2 reports have been delayed until January 2022 and the 'Update to Climate Action Plan' and 'Health and Safety Monitoring Half Yearly' reports will also be coming to OSC in January 2022

The Scrutiny Officer noted that there were no updates to give pertaining to the Task & Finish Groups, apart from highlighting that two are coming to an end by bringing their reports to the group in December.

OSC52 **Date and Time of Next Meeting:**

The Chair informed members that the next Overview and Scrutiny Committee will be held on Thursday 2nd December 2021 at 2pm in the Copeland Centre.

The Meeting closed at 3.00 pm

Chair