



Uttlesford District Council

Chief Executive: Peter Holt

Governance, Audit and Performance Committee

Date: Thursday, 29th September, 2022

Time: 7.00 pm

Venue: Council Chamber - Council Offices, London Road, Saffron Walden,
CB11 4ER

Chair: Councillor E Oliver

Members: Councillors H Asker, G Driscoll (Vice-Chair), J Emanuel, M Foley,
A Khan, B Light, S Luck and J De Vries

Substitutes: Councillors A Dean, V Isham and G Smith

Public Speaking

At the start of the meeting there will be an opportunity of up to 15 minutes for members of the public to ask questions and make statements, subject to having given notice by 12 noon two working days before the meeting. A time limit of 3 minutes is allowed for each speaker.

Those who would like to watch the meeting live can do so by accessing the live broadcast [here](#). The broadcast will start when the meeting begins.

The Council Chamber is subject to capacity limits and seats will be available on a first come first serve basis. Please contact Democratic Services if you wish to reserve a seat. Contact details and further information on public speaking arrangements can be found overleaf.

AGENDA

PART 1

Open to Public and Press

- 1 Apologies for Absence and Declarations of Interest**

To receive any apologies for absence and declarations of interest.
- 2 Minutes of the Previous Meeting** 6 - 9

To consider the minutes of the previous meeting.
- 3 Counter Fraud Strategy Action Plan Update and Associated Documents** 10 - 28

To note the content of this report.
- 4 Procurement Annual Report - 2021/22** 29 - 36

To note the contents of this report.
- 5 Procurement Strategy 2022-2026** 37 - 47

To consider and recommend the Procurement Strategy for approval by the Council.
- 6 Update regarding the Council's policy and processes for the conduct of investigations under the Regulation of Investigatory Powers Act 2000** 48 - 53

To note the report.
- 7 Proposed amendments to the Uttlesford District Council Constitution** 54 - 87

To consider the proposed amendments to the Constitution.
- 8 Proposed changes to the Scheme of Delegation** 88 - 124

To consider the proposed changes to the Scheme of Delegation.
- 9 Local Government Ombudsman Report 2021/22** 125 - 135

To consider the Local Government Ombudsman report 2021/22.

10 2022/23 Q1 KPI & PI Performance Report 136 - 152

To note the report.

11 Exclusion of public and press

Consideration of reports containing exempt information within the meaning of section 1001 and paragraphs 1, 3 and 5 part 1 Schedule 12A Local Government Act 1972.

PART 2

Exclusion of Public and Press

12 Complaint upheld by the Local Government Ombudsman 153 - 167

To receive the report regarding the Ombudsman Complaint.

MEETINGS AND THE PUBLIC

Following the lifting of Covid-19 restrictions, and in accordance with the Council's risk assessment, Council, Cabinet and Committee meetings have returned to in-person and are held in the Council Chamber. However, due to social distancing measures and capacity considerations, those wishing to listen to or watch meetings will continue to be encouraged to access the live broadcast until further notice.

All agendas, minutes and live broadcasts can be viewed on the Council's website, through the [Calendar of Meetings](#).

Members of the public and representatives of Parish and Town Councils are permitted to speak or ask questions at this meeting and are encouraged to do so in person. If you wish to make a statement, you will need to register with Democratic Services by midday two working days before the meeting. There is a 15-minute public speaking limit and 3-minute speaking slots will be given on a first come, first served basis.

In certain circumstances, virtual attendance can also be provided using Zoom; please contact Democratic Services for further information. Those wishing to contribute via Zoom will require an internet connection and a device with a microphone and video camera enabled.

Guidance on the practicalities of participating both in-person or via Zoom will be given at the point of confirming your registration slot. If you have any questions regarding participation or access to meetings, please call Democratic Services on 01799 510 369/410/467/548. Alternatively, enquiries can be sent in writing to committee@uttlesford.gov.uk.

The agenda is split into two parts. Most of the business is dealt with in Part I which is open to the public. Part II includes items which may be discussed in the absence of the press or public, as they deal with information which is personal or sensitive for some other reason. You will be asked to leave the meeting before Part II items are discussed.

Agenda and Minutes are available in alternative formats and/or languages. For more information, please call 01799 510510.

Facilities for People with Disabilities

The Council Offices has facilities for wheelchair users, including lifts and toilets. The Council Chamber has an induction loop so that those who have hearing difficulties can hear the debate.

If you are deaf or have impaired hearing and would like a signer available at a meeting, please contact committee@uttlesford.gov.uk or phone 01799 510369/410/467/548 prior to the meeting.

Fire/Emergency Evacuation Procedure

If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest designated fire exit. You will be directed to the nearest exit by a designated officer. It is vital that you follow their instructions.

For information about this meeting please contact Democratic Services

Telephone: 01799 510 369/410/467/548

Email: committee@uttlesford.gov.uk

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