

NON-CONFIDENTIAL



Borough of Tamworth

12 July 2021

Dear Councillor

You are hereby summoned to attend a **meeting of the Council of this Borough** to be held on **TUESDAY, 20TH JULY, 2021** at 6.10 pm in the **THE AUDITORIUM - ASSEMBLY ROOMS, CORPORATION STREET, TAMWORTH, B79 7DN**, for the transaction of the following business:-

AGENDA

NON CONFIDENTIAL

1 Apologies for Absence

2 To receive the Minutes of the previous meeting (Pages 3 - 18)

3 Declarations of Interest

To receive any declarations of Members' interests (pecuniary and non-pecuniary) in any matters which are to be considered at this meeting.

When Members are declaring a pecuniary or non-pecuniary interest in respect of which they have dispensation, they should specify the nature of such interest. Members should leave the room if they have a pecuniary or non-pecuniary interest in respect of which they do not have a dispensation.

4 To receive any announcements from the Mayor, Leader, Members of the Cabinet or the Chief Executive

5 Question Time:

(i) To answer questions from members of the public pursuant to Procedure Rule No. 10.

(ii) To answer questions from members of the Council pursuant to Procedure Rule No. 11

- 6 Nomination to confer the Title of Honorary Alderman on John Faulkner**
- 7 Annual Report of the Audit & Governance Committee - 2020/21** (Pages 19 - 26)
(Report of the Chair of the Audit & Governance Committee)
- 8 Scrutiny Committee 2020/21 Annual Reports** (Pages 27 - 58)
(Reports of the Chairs of the three Scrutiny Committees)

Yours faithfully

A handwritten signature in black ink, appearing to be 'A. B.', followed by a long horizontal line extending to the right.

CHIEF EXECUTIVE

Access arrangements

If you have any particular access requirements when attending the meeting, please contact Democratic Services on 01827 709267 or e-mail democratic-services@tamworth.gov.uk. We can then endeavour to ensure that any particular requirements you may have are catered for.

Filming of Meetings

The public part of this meeting may be filmed and broadcast. Please refer to the Council's Protocol on Filming, Videoing, Photography and Audio Recording at Council meetings which can be found [here](#) for further information.

If a member of the public is particularly concerned about being filmed, please contact a member of Democratic Services before selecting a seat.

FAQs

For further information about the Council's Committee arrangements please see the FAQ page [here](#)

Marmion House
Lichfield Street
Tamworth



MINUTES OF A MEETING OF THE COUNCIL HELD ON 20th MAY 2021

PRESENT: Councillor R Claymore (Mayor), Councillors M Oates, M Bailey, D Box, J Chesworth, T Clements, D Cook, M Cook, A Cooper, S Doyle, A Farrell, R Ford, S Goodall, M J Greatorex, J Harper, T Jay, J Jones, D Maycock, K Norchi, J Oates, S Peuple, Dr S Peuple, B Price, R Pritchard, S Pritchard, R Rogers, M Summers, P Thurgood and J Wade

The following officers were present: Andrew Barratt (Chief Executive), Lorraine Fowkes (Monitoring Officer), Tracey Pointon (Legal Admin & Democratic Services Manager) and Jodie Small (Legal, Democratic and Corporate Support Assistant)

Apologies received from: Councillor(s) P Brindley

1 TO ELECT A MAYOR

Councillor M Oates was elected as Mayor

(Moved by Councillor R Claymore and seconded by Councillor R Pritchard)

A Vote of thanks was proposed to thank outgoing Mayor R Claymore and her consort Mrs Woods.

(Moved by Councillor D Cook and seconded by Councillor R Pritchard)

The Outgoing Mayor, Councillor R Claymore spoke the following words

“May I extend a warm welcome to everyone here, gathered for this ancient ceremony of Mayor making, and indeed the first physical face to face Council meeting during my civic year. I’m sure you have all got used to seeing me on screen but this is the live version now

As Mayor of Tamworth I would just like to say that this year has probably been the most unusual year for any Mayor to serve but what I can say is that it has been a complete honour and a privilege to be Mayor of Tamworth during this difficult period in all our lives. It is a year that none of us will ever forget.

On that note, I would like send my thoughts and condolences to the families and friends who have sadly lost loved ones during the past year be it to Covid or for any other reason I would like to convey my sadness over the amount of people who have lost their lives to Covid 19 and for the people who are still suffering with long Covid.

Whilst I haven't been able to attend as many functions as I would have liked each and every one of them I did attend was memorable and again it has been an honour for me to do so.

During the year I have met some fantastic people who have volunteered tirelessly to work to help others less fortunate than themselves. I have been inspired by all the generous people in Tamworth who give up their time week in week out helping others.

To name a few, The Round Table who were collecting food and toiletries at the start of the lockdown and now are helping at the Vaccination centres and doing a fantastic job., Starfish Project and Heart of Tamworth supporting homeless people through this time, the Tamworth Sewing group who were making, scrubs, face masks, hats for NHS workers, carers and Key workers at the peak there was over 500 volunteers who collectively made up 25,000 items, an amount I was absolutely staggered with. Also the Tamworth CIC who have played such a big part in supporting Tamworth residents and running the Tamworth Hub, Paula and all the volunteers at the Tamworth wellbeing Cancer Centre for trying to keep supporting people throughout the pandemic. The list is endless and I could spend the rest of the meeting talking about all the people that have stepped up to support others. You are all amazing.

Finally, it was also particularly sad for me to announce the passing of his HRH the Duke of Edinburgh earlier this year.

There are so many people that I may not have met if things had been different. I was amazed by the amount of individual people that took it upon themselves to do something for others.

I asked for nominations of people that had volunteered during the first lock down. I was inundated with nominations including the four ladies who ran a Lockdown supper club providing meals, newspapers, shopping and befriending and shielding elderly people and the lady who knitted a mega scarf which raised funds for Acorns hospice and not forgetting 4 year old Eli who took it upon himself to litter pick in the area he lives in. There are many more inspiring people I could mention and I am glad I did get the pleasure to meet some of them.

In the past Mayors have had opportunities to raise money for their chosen charities. Unfortunately, this year I have been unable to hold any Such functions for my chosen charity St Giles, a charity close to my heart, but I would like to say massive thank you for everyone that has supported this in particular I would like to thank 2 local businesses, Mrs Little Cupcake, and the Wardrobe Boutique who ran 2 very successful fund raisers during the year on my behalf. With your indulgence Mr Mayor can I add that my just giving page is still up and running for anyone who still wishes to make a donation.

As Mayor I would never be able to do this role alone. Firstly, I would like to thank my consort my sister Mrs Maureen Wood who has given us so much of her personal time to support me in this role and has been my right hand woman throughout also a big thank you to all my family for supporting me over the year Secondly, there is no doubt to any of us that our Tamworth Borough Staff have worked tirelessly to adjust and cope with these very different circumstances Next I would also like to thank my fellow members who have supported me where they have been able – I have been very grateful for their help

Finally, I want to thank those members of staff in the back office, Democratic services , people who help to support the Mayor, from organising and responding to invites to helping with the chains, to driving me around (although there hasn't been much of that if I'm being honest), to those staff who help with social media and press

Circumstances do not allow me to show my appreciation in the usual manner of offering gifts however I will be thanking you all personally in the very near future. All that remains to say is thank you it's been my absolute pleasure to serve you all. Thank you."

2 TO ELECT A DEPUTY MAYOR

Councillor M Greatorex was elected as Deputy Mayor

(Moved by Councillor M Oates and seconded by Councillor Dr S Peaple)

3 TO ELECT THE LEADER OF THE COUNCIL

Councillor J Oates was elected Leader of the Council

(Moved by Councillor D Cook and seconded by Councillor J Chesworth)

4 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

5 TO RECEIVE THE MINUTES OF THE PREVIOUS MEETINGS

The minutes of the meetings held on the 9th March 2021 and 16th March 2021 were approved and signed as a correct record.

(Moved by Councillor Dr S Peaple and seconded by Councillor J Oates)

6 TO RECEIVE ANY ANNOUNCEMENTS FROM THE MAYOR, LEADER, MEMBERS OF THE CABINET OR THE CHIEF EXECUTIVE

There were no announcements

7 QUESTION TIME:

QUESTIONS FROM MEMBERS OF THE COUNCIL NO.1

Under Procedure Rule No 11, Councillor T Clements will ask the Leader of the Council , Councillor J Oates, the following question:-

“With the ever-growing tally of military veterans taking their own lives like Lance Shingler due to lack of support please can I ask what this council is doing to identify veterans within our community and what support is offered to them if required?”

Councillor J Oates gave the following reply:-

“Thank you Mr Mayor and thank you Councillor Clements.

We should remember that anybody taking their own life is any absolute tragedy, for that person in the run up to that event, but also for their family, friends and colleagues.

In terms of servicemen Tamworth is a signatory in the Staffordshire Armed Forces Covenant which seeks to support current and former armed forces personnel in their communities

The Covenant was signed by the Staffordshire County Council in 2015 and was also adopted by Tamworth Borough Council

Details of the County wide scheme, including current funding programmes are on the County Councils website.

The aims of the Staffordshire Armed Forces Covenant are to:

- Encourage local communities to support the armed forces community in their areas and to nurture public understanding and awareness among the public of issues that face the armed forces community
- Another aim is to recognise and remember the sacrifices faced by the armed forces community, it is key that we refer to the community not just the individuals who served because their families certainly served alongside them as do their friends and colleagues.
- It also aims to encourage activities which help to integrate the armed forces in to communities and into local life
- Also encourage the armed forces community to help and support the wider community, whether through participation in events and joint projects, and other forms of engagement

Tamworth is committed to supporting veterans and serving members of the armed forces and their families through a variety of ways Mr Mayor, for example

- Priority award under the Councils Allocations policy and access to the housing register seeking to accelerate re-housing is one of our large focuses this is important Mr Mayor we hear all too often about servicemen or woman who struggle to get re housed after leaving the forces
- Our homelessness Strategy also identifies current and former members of the armed forces, partnering with organisations such as SSAFA to prevent homelessness and prevent crisis
- Recent award of MHCLG funding for rough sleeping has been successful (£100k) and will help signpost vulnerable applicants, including veterans, through a range of social and health pathways

One of the main Community Safety Partnership priorities is to support vulnerable people and as such ex-armed forces personnel who require support will be signposted where the situation merits, including organisations who can help support them with housing, mental health and job opportunities.

Only this afternoon Mr Mayor I was in the presence of a former member of the armed forces who is re training in the building industry and he has got that training from support that has been given out locally and signposting for that position. Thank you Mr Mayor.”

Councillor T Clements asked the following supplementary question-

“Thank you Mr Mayor, and thank you to the leader for his response.

Tamworth Conservative group now has three veterans sitting on this Council, I’m not all alone anymore.

We all have varying degrees of what is actually on offer to those that have served Queen and country. We all know about the Royal British Legion and we all know about SSAFA to name two.

So can I ask the leader and this Council to take forward my questions and maybe bring a report back at a later date? Thank you.”

Councillor J Oates gave the following reply:-

“Happy to have a further discussion with Councillor Clements, Mr Mayor.”

QUESTIONS FROM MEMBERS OF THE COUNCIL NO.2

Under Procedure Rule No 11, Councillor Dr S Peale will ask the Leader of the Council , Councillor J Oates, the following question:-

“Following HM Government’s announcement that Planning Reform is to be included in their legislative programme, what steps is the Leader taking to restate to ministers, the case made by Tamworth BC about the negative impact the proposed reforms are likely to have on Tamworth?”

Councillor J Oates gave the following reply:-

“Thank you Mr Mayor, Thank you Councillor Peale.

Just for the newer members or those that aren’t aware, in October 2020 the Council responded to the consultations on Government proposals to reform the planning system set out in the Planning White Paper and the Changes to the current planning system consultation document.

In response, this Council raised a number of concerns and this was done cross party about the elements within their proposals and their potential negative impact on Tamworth.

I was part of that discussion I think, I most members who were on the Council at that time where. These included:

- The introduction of a zone based system for plan-making
- Changes to the standard method for calculating housing need that would inflate Tamworth’s requirement
- The Removal of the Duty to Cooperate that the Council has used effectively to deliver against its housing need
- Automatic outline planning permission in some designated areas
- Changes to decision making that would see stricter timescales introduced and a refund of application fees where they are not met

Government announced in April 2021 the intention not to take forward their proposed changes to the standard method following the consultation exercise, however responses to the other elements of the consultations are yet to be published. This is particularly important Mr Mayor I will continue to push the argument to defend our position and ensure that decision making powers are not eroded but are strengthened in Tamworth.

Only this afternoon I was in conversation with our MP, the housing minister about planning reform and I gave him a clear indication that we would not be sitting quietly allowing the Government to erode any of our powers Mr Mayor”

8 APPOINTMENT OF CABINET AND ALLOCATION OF RESPONSIBILITIES

The Membership of Cabinet for 2021/22 was received and circulated as below;

| | |
|---|---------------------|
| Leader of the Council | |
| Cllr Jeremy Oates | |
| Portfolio | A.D. |
| | |
| Business Continuity | AD Assets |
| Emergency Planning | A.D. Neighbourhoods |
| MTFS | A.D. Finance |
| Organisational Development inc HR & Payroll | A.D. People |
| PR / Comms / Corporate Consultation | A.D. People |
| Marketing | A.D. People |
| | |
| Partnership Development | A.D. Partnerships |
| | |
| Corporate Assessments | C.E.O. |
| Corporate Risk Management | A.D. Finance |
| | |
| Constitution | C.E.O. |
| WMCA Member | A.D. Growth |
| Local Enterprise Partnerships (LEP's) | A.D. Growth |
| Performance | A.D. People |
| Lead for Climate change & Green Agenda | AD Growth |
| Reset and Recovery programme | ED Communities |
| FHSF | AD Growth |
| | |
| Town Centre Regeneration | A.D. Growth |
| Town Centre Master-planning | A.D. Growth |
| | |

| | |
|--------------------------------------|--------------|
| Finance and customer services | |
| Cllr Marie Bayley | |
| Portfolio | A.D. |
| | |
| Property Management Investment | A.D. Assets |
| GF Repairs | A.D. Assets |
| | |
| Commercial Property Portfolio | A.D. Assets |
| Asset Management | A.D. Assets |
| Revenues & Benefits | A.D. Finance |
| Treasury Management | A.D. Finance |
| Finance | A.D. Finance |
| Procurement | A.D. Finance |

| | |
|--|-------------------|
| Audit & Governance | C.E.O. |
| Democratic Services inc Member Development | E.D. Organisation |
| Land Charges/Legal/RTB | E.D. Organisation |
| Customer Services and insight Information Mgt/GDPR/Ombudsman | A.D. People |
| Technology | A.D. People |
| Climate change & Green Agenda | |

| | |
|---|-------------------|
| Economy and Waste Cllr Danny Cook | |
| Portfolio | AD |
| Heritage Assets | A.D. Growth |
| Street Markets | A.D. Growth |
| Dry Recycling Disposal Contract | C.E.O. |
| Waste Management | C.E.O. |
| Joint Waste Board with LDC. | C.E.O. |
| Voluntary Sector | A.D. Partnerships |
| Economic & Business Development | A.D. Growth |
| General Regeneration opportunity | A.D. Growth |
| Town Centre Relationships | A.D. Growth |
| Aspiration to Education Sector/ Educational Attainment | |
| Career Skills and Training | |
| Climate change & Green Agenda | |

| | |
|---|-------------|
| Regulatory and Community Safety Cllr Stephen Doyle | |
| Portfolio | A.D. |
| Local Plan Development/Implementation | A.D. Growth |
| Development Control (Planning) | A.D. Growth |
| Building Control (Planning) | A.D. Growth |
| Conservation (planning) | A.D. Growth |
| Environmental Health (all disciplines) | A.D. Growth |

| | |
|-------------------------------|---------------------|
| Licensing Policy | A.D. Neighbourhoods |
| Corporate Health & Safety | A.D. Op's & Leisure |
| Taxi Licensing | A D Growth |
| PCC Engagement | A.D. Partnerships |
| Community Safety | A.D. Partnerships |
| Corporate ASB Strategy | A.D. Neighbourhoods |
| Safeguarding | A.D. Partnerships |
| E H Enforcement | A D Growth |
| Community Wardens | A.D. Neighbourhoods |
| CCTV | A.D. Neighbourhoods |
| Climate change & Green Agenda | |

| | |
|-------------------------------------|---------------------------|
| Environment and Leisure | |
| Robert Pritchard | |
| Portfolio | A.D. |
| TIC | A.D. Growth & A.D. People |
| Litter/Car parking Enforcement | A.D. Partnerships |
| Street Scene / Tamworth in Bloom | A.D. Op's & Leisure |
| Cemeteries | A.D. Op's & Leisure |
| Arts / Culture / Heritage exp | A.D. Op's & Leisure |
| Outdoor Events | A.D. Op's & Leisure |
| Community Leisure / Sport | A.D. Op's & Leisure |
| Public Toilets | A.D. Assets |
| Nature Reserves, Parks and Play | A.D. Op's & Leisure |
| Assembly Rooms | A.D. Op's & Leisure |
| Sports Development | A.D. Op's & Leisure |
| Tourism / Destination Tamworth | A.D. Growth |
| Castle operations | A.D. Growth |
| Assembly Rooms operations | A.D. Op's & Leisure |
| Town Centre Car Parks | A.D. Growth |
| HRA Green Spaces and Neighbourhoods | A.D. Op's & Leisure |
| Climate change & Green Agenda | |

| | |
|---|---------------------|
| Social Housing and homelessness prevention Cllr Alex Farrell | |
| Portfolio | A.D. |
| HRA Repairs standards /performance | A.D. Assets |
| HRA Business Planning | ED Communities |
| HRA Regeneration | A.D. Assets |
| Tenant Regulation / enforcement | A.D. Neighbourhoods |
| HRA Community contribution | A.D. Neighbourhoods |
| Homelessness Prevention | A.D. Neighbourhoods |
| Private Rental Sector (including private sector enforcement) | A.D. Partnerships |
| HRA communal buildings | A.D. Assets |
| Social Landlord Providers | A.D. Neighbourhoods |
| | |
| HRA Strategy | A.D. Neighbourhoods |
| DFG's | A.D. Assets |
| | |
| Climate change & Green Agenda | |

9 APPOINTMENT OF COMMITTEES

Membership of Committees for 2021/22 is as follows

Cabinet

Councillors

J Oates
R Pritchard
M Bailey
D Cook
S Doyle
A Farrell

Appointments and Staffing Committee

Councillors

J Oates
D Cook
S Doyle
R Pritchard
S People

Audit and Governance Committee

Councillors

M Summers
R Ford
J Chesworth
A Cooper
M Greatorex
Dr S People
P Thurgood

Planning Committee

Councillors

J Chesworth
M Bailey
J Harper
P Brindley
R Rogers
S Goodall
M Greatorex
T Jay
J Wade
K Norchi
S Pritchard
D Maycock
D Box

Licensing Committee

Councillors

B Price
M Oates
J Oates
R Claymore
T Clements
S Doyle
A Farrell

J Jones
K Norchi
P Thurgood
M Cook
R Pritchard
D Box

Nominations Committee

Councillors

T Clements
R Pritchard
D Cook
T Jay
P Thurgood
K Norchi
B Price

Infrastructure, Safety and Growth Scrutiny Committee

Councillors

S Goodall
T Clements
J Chesworth
R Claymore
A Cooper
D Maycock
Dr S Peaple
B Price
M Summers

Corporate Scrutiny Committee

Councillors

T Jay
S Pritchard
J Chesworth
A Copper
R Ford
S Goodall
J Harper
R Rogers
Dr S Peaple

Health and Wellbeing Scrutiny Committee

Councillors

R Claymore
D Maycock
P Brindley
M Greatorex
J Harper
J Jones
S People
R Rogers
J Wade

Chief Officer Conduct Committee

Councillors

M Cook
M Oates
A Cooper
R Ford
D Box

Statutory Officer Conduct Committee

Councillors

M Bailey
M Summers
S Pritchard
P Brindley
S People

The Leader also announced Dr S people has been nominated to sit on the Scrutiny panel for the West Midlands Combined authority

10 APPOINTMENT OF COMMITTEE CHAIRS**Appointments and Staffing Committee**

Councillor J Oates as Chair
Councillor R Pritchard as Vice Chair

Audit and Governance Committee

Councillor M Summers as chair
Councillor R Ford as Vice Chair

Licensing Committee

Councillor B Price as Chair
Councillor T Clements as Vice Chair

Planning Committee

Councillor J Chesworth as Chair
Councillor M Bailey as Vice Chair

Corporate Scrutiny Committee

Councillor T Jay as Chair
Councillor S Pritchard as Vice Chair

Health and Wellbeing Scrutiny Committee

Councillor R Claymore as Chair
Councillor D Maycock as Vice Chair

Infrastructure, Safety and Growth Scrutiny Committee

Councillor S Goodall as Chair
Councillor T Clements as Vice Chair

(Moved by Councillor J Oates and seconded by Councillor S Pritchard)

11 THE LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS) (MEETINGS AND ACCESS TO INFORMATION REGULATIONS) 2012

The Leader of the Council informed Members that The Local Authorities (Executive Arrangements) (Meetings and Access to Information) Regulations

2012 specifies and requires inter alia under Regulation 19 that the Executive Leader must submit a report on a regular basis to Council containing details of particulars of each urgent Executive decision and a summary of the matters in respect of which the decision was made.

RESOLVED: That Council,

Endorsed the Annual Executive Arrangements Report

(Moved by Councillor J Oates and seconded by Councillor D Cook)

12 APPOINTMENT OF THE MONITORING OFFICER

Report of the Chief Executive seeks Council approval to appoint to the statutory post of Monitoring Officer in accordance with the Council's Constitution and local government legislation

RESOLVED That Council;

Approved the appointment of Nicola Hesketh (Information Governance Manager) with effect from 1 June 2021 for a period of 2 years, and

Formally thanked Mrs Fowkes (Director Legal and Governance (Monitoring Officer) for her support to the Council during this time.

(Moved by Councillor Dr S Peaple and seconded by Councillor R Pritchard)

13 CALENDAR OF MEETINGS - 2021/2022

The Calendar of Meetings for 2021/22 was received and circulated at the meeting

The Leader thanked Democratic services for the production of the calendar of meetings.

RESOLVED: That Members

Accepted the Calendar of Meetings for 2021/22

(Moved by Councillor J Oates and seconded by Councillor R Pritchard)

The Mayor

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COUNCIL

20th JULY 2021

ANNUAL REPORT OF THE AUDIT & GOVERNANCE COMMITTEE 2020/21

EXEMPT INFORMATION

None.

PURPOSE

This report presents the proposed Annual Report of the Audit & Governance Committee 2020/21 for Council.

RECOMMENDATIONS

1. That the proposed Annual Report of the Audit Committee 2020/21 be endorsed.

EXECUTIVE SUMMARY

Audit Committees are an important source of assurance about an organisation's arrangements for managing risk, maintaining an effective control environment and reporting on financial and other performance.

CIPFA recommend that Audit Committee's produce an annual report to promote the role and purpose of the Committee, account for the Committee's performance, evaluate whether the Committee is continuing to meet its terms of reference and document how the Committee adds value. The Audit & Governance Committee's annual report fulfilling these requirements is set out at **Appendix 1**.

RESOURCE IMPLICATIONS

None.

LEGAL/RISK IMPLICATIONS BACKGROUND

The Council is not obliged by law to appoint an Audit & Governance Committee, however, this has been done in line with good governance practice and CIPFA guidance.

EQUALITIES IMPLICATIONS

None.

SUSTAINABILITY IMPLICATIONS

None.

BACKGROUND INFORMATION

None.

REPORT AUTHOR

Rebecca Neill, Head of Audit and Governance & Monitoring Officer
rebecca-neill@tamworth.gov.uk
Ext: 234

LIST OF BACKGROUND PAPERS

- Audit Committees in Local Authorities and Police (2018), CIPFA
- Audit Committee agendas, minutes and reports for the Committee year 2020/21.

APPENDICES

Appendix 1 – Annual Report of the Audit & Governance Committee 2020/21

Annual Report of the Audit & Governance Committee 2020/21

1. Introduction from the Chair of the Audit Committee

I am pleased to present the Annual Report of the Audit Committee for the 2020/21 Committee year.

There is no doubt that this has been a challenging year for everyone. During these extraordinary times, it is more important than ever that the Committee is able to gain assurance that the Council’s governance, risk and internal control environment remain fit for purpose.

While some of the Committee’s early work programme was impacted by restrictions arising from the pandemic, the Committee moved seamlessly to remote working, hosting its meetings remotely from July 2020. Business as usual resumed and the Committee was able to seek assurance against the Council’s response to Covid-19 and other significant risks, as well as continuing to ensure the Council’s overall governance framework remained robust.

These will be continuing themes into our work programme in 20/21, but in addition, there will be new areas on which the Committee will be seeking assurance, such as in the Council’s transformation of the town centre following the £21.65m allocation of Future High Street Funding and also in terms of the Reset and Recovery Programme. As we hopefully move into a post pandemic recovery, the Committee will continue to scan the risk horizon for new and emerging threats and opportunities, notably, the Council’s response to climate change and cyber security. I would welcome all to attend a meeting of the Committee and see our work in operation for yourselves!

Finally, I would like to take this opportunity to thank all those members and officers who have contributed to the work of the Audit & Governance Committee over the last 12 months.

**Councillor M Summers,
Chair of the Audit & Governance Committee 2020/21
11 March 2021**

2. Terms of Reference

The terms of reference, which the Committee operated to during 2020/21, is detailed at Part 2, Article 9 of the constitution which can be found at the following link: [CONSTITUTION CLICK HERE](#)

3. Member and Officer Attendance

The Audit & Governance Committee met 4 times during 2020/21.

Membership of the Audit & Governance Committee during 2020/21 and their attendance is detailed at below:

| Audit & Governance Committee Member | Date of Committee | | | |
|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
| | 23/7/20 | 29/10/20 | 11/02/21 | 23/3/21 |
| Councillor M Summers | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Councillor M Bailey | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |

| | | | | |
|------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
| Councillor C Cooke | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Councillor J Faulkner | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Councillor M Oates | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | | <input checked="" type="checkbox"/> |
| Councillor S Pritchard | | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Councillor P Thurgood | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |

A number of Audit Committee Members also sat on various other Committees. There were no reports received during the year that necessitated members absenting themselves.

In reviewing the effectiveness of the Audit & Governance Committee, Members considered whether effectiveness could be further strengthened by appointing Independent Members to the Audit & Governance Committee. The Committee Terms of Reference currently enables up to 2 independents to be appointed. The Committee assessed the pros and cons of this during the year and decided to commence a recruitment process to appoint 2 independent members. This will be progressed for the new Committee year 2021/22.

Senior officers from the Council also attend the Audit Committee as appropriate, including the Executive Director Finance (Chief Finance Officer), Assistant Directors and the Head of Audit & Governance. The External Auditor also attends.

4. Training & Effectiveness

Audit & Governance Committee receive appropriate and proportionate training. A general training session for all Councillors was held in November 2020 on the role of the Committee; the internal control environment, governance, risk management and counter fraud.

5. Sources of Assurance during 2020/21

In fulfilling its terms of reference, the business conducted by the Audit Committee during 2020/21 is detailed at **Appendix A** per the following themes:

- Internal Audit
- External Audit / Inspection
- Financial Management
- Risk Management
- Corporate Governance.

The Committee gained assurance in 2020/21 from these themes as follows:

Internal Audit

In respect of the 2020/21 financial year, a positive Internal Audit Opinion was given from the Head of Audit & Governance as follows:

‘On the basis of audit work completed, the Head of Audit & Governance’s opinion on the council’s framework of governance, risk management and internal control is reasonable in its overall design and effectiveness. Certain weaknesses and exceptions were highlighted by audit work. These matters have been discussed with management, to whom recommendations have been made. All of these have been, or are in the process of being addressed’.

'Specific issues:

No specific issues have been highlighted through the work undertaken by Internal Audit during the year'.

Audit Committee received internal audit's performance reporting during the year indicating that the service was performing reasonably against its performance measures, despite the disruption of the pandemic.

The Council can be assured that no issues have been identified in the 2020/21 work completed which impacts materially on the overall system of internal control.

External Audit / Inspection

The main responsibility of the External Auditor is to report on the council's accounts and whether the council has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources. Grant Thornton reported on the 2019/20 accounts. In Grant Thornton's Annual Audit Report, they concluded that:

'In our opinion, the financial statements:

- give a true and fair view of the financial position of the Council and its income and expenditure for the year; and
- have been prepared properly in accordance with the CIPFA/LASAAC code of practice on local authority accounting and prepared in accordance with the requirements of the Local Audit and Accountability Act 2014'.

Financial Management

The Committee scrutinised the 2019/20 statement of accounts and also received reports on accounting policies. The Committee also had oversight of a review of the Council's financial guidance, undertook a review of the financial resilience index and received assurance on the treasury management strategy / statement. The Committee received regular Internal Audit progress reports, including a number giving assurance on financial management and controls during the period (e.g. budgetary control, treasury management and housing and council tax benefits).

Risk Management

The Committee received quarterly updates on the Council's risk management arrangements via review of the corporate risk register. This included oversight and constructive challenge on risks such as financial sustainability; modernisation and commercialisation; governance; community focus; economic growth and sustainability; information safeguarding and risks arising from the UK's exit from the European Union.

Corporate Governance

The annual governance statement (AGS) and review of effectiveness for the 2019/20 financial year, concluded that the effectiveness of the system of internal control was fit for purpose overall.

The Committee also:

- undertook a review of its own effectiveness in line with CIPFA good practice;
- received updates on the Council's use of the Regulation of Investigatory Powers Act 2000;

- received assurance via the Local Government and Social Care Ombudsman Annual Review; and
- received assurance on the Council's Modern Slavery and Human Trafficking Statement.

Regular updates on the adequacy of the council's counter fraud arrangements were also received, including the approval of a new prevention of the facilitation of tax evasion policy.

6. Conclusion

The Committee has been able to confirm that there were no areas of significant duplication or omission in the systems of governance in the authority that had come to the Committee's attention during 2020/21 that were not being adequately resolved.

Through members receiving this report, the role and purpose of the Committee has been promoted and it has demonstrated that the Committee has continued to perform, meet its terms of reference and added value. This work will continue in 2021/22 with the Committee's refreshed work programme.

Summary of Audit & Governance Committee Work Plan by Assurance Theme 2020/21

| Meeting Date | Report | Assurance Theme | | | | |
|--------------|--|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
| | | Internal Audit | External Audit / Inspection | Financial Management | Risk Management | Corporate Governance |
| 23/7/20 | Risk Management Update | | | | <input checked="" type="checkbox"/> | |
| | Regulation of Investigatory Powers Act | | | | | <input checked="" type="checkbox"/> |
| | Internal Audit Annual Report and Update | <input checked="" type="checkbox"/> | | | | |
| | Pros and Cons of Independent Members | | | | | <input checked="" type="checkbox"/> |
| | Public Sector Internal Audit Standards & Quality Improvement Programme | <input checked="" type="checkbox"/> | | | | |
| | Audit Plan and Charter 20/21 | <input checked="" type="checkbox"/> | | | | |
| | Financial Guidance Review | | | <input checked="" type="checkbox"/> | | |
| | Audit Committee Annual Report 2019/20 | | | | | <input checked="" type="checkbox"/> |
| | Audit Plan Addendum | | <input checked="" type="checkbox"/> | | | |
| | Informing the Risk Assessment | | <input checked="" type="checkbox"/> | | | |
| | Public Sector Audit Appointments Update | | <input checked="" type="checkbox"/> | | | |
| | Financial Resilience Index | | | <input checked="" type="checkbox"/> | | |
| | Corporate Vision, Priorities, Plan, Budget, Medium Term Financial Strategy | | | <input checked="" type="checkbox"/> | | |
| | Treasury Management Statement / Strategy | | | <input checked="" type="checkbox"/> | | |
| | Accounting Policies | | | <input checked="" type="checkbox"/> | | |
| 29/10/20 | Audit Findings Report | | <input checked="" type="checkbox"/> | | | |
| | Management Representation Letter | | <input checked="" type="checkbox"/> | | | |
| | Annual Statement of Accounts & Report | | | <input checked="" type="checkbox"/> | | |
| | Review of Treasury Management Service and Prudential Indicators Report | | | <input checked="" type="checkbox"/> | | |
| | Review of Proposed Investment in Property Fund | | | <input checked="" type="checkbox"/> | | |
| | Risk Management - Quarterly Update | | | | <input checked="" type="checkbox"/> | |
| | Internal Audit Quarterly Report | <input checked="" type="checkbox"/> | | | | |
| | Counter Fraud Update | | | | | <input checked="" type="checkbox"/> |
| | Annual Governance Statement and Code of Corporate Governance | | | | | <input checked="" type="checkbox"/> |
| | Review of the Constitution and Scheme of Delegation | | | | | <input checked="" type="checkbox"/> |
| 11/2/21 | Annual Audit Letter | | <input checked="" type="checkbox"/> | | | |

| Meeting Date | Report | Assurance Theme | | | | |
|--------------|--|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
| | | Internal Audit | External Audit / Inspection | Financial Management | Risk Management | Corporate Governance |
| | Risk Management - Quarter Update | | | | <input checked="" type="checkbox"/> | |
| | Internal Audit Quarter Update Report | <input checked="" type="checkbox"/> | | | | |
| | Audit Committee Effectiveness Review | | | | | <input checked="" type="checkbox"/> |
| | Modern Slavery & Human Trafficking | | | | | <input checked="" type="checkbox"/> |
| 23/3/21 | Audit Committee Annual Report 2020/21 | | | | | <input checked="" type="checkbox"/> |
| | Internal Audit Charter and Plan 21/22 | <input checked="" type="checkbox"/> | | | | |
| | Audit Plan | | <input checked="" type="checkbox"/> | | | |
| | Informing the Risk Assessment | | <input checked="" type="checkbox"/> | | | |
| | Review of Treasury Statement / Strategy | | | <input checked="" type="checkbox"/> | | |
| | Final Accounts – Accounting Policies and External Audit Plan | | | <input checked="" type="checkbox"/> | | |
| | Review of Financial Guidance | | | <input checked="" type="checkbox"/> | | |

TUESDAY, 20TH JULY 2021

REPORT OF THE CHAIRS OF SCRUTINY COMMITTEES

SCRUTINY COMMITTEE 2020-2021 ANNUAL REPORTS

EXEMPT INFORMATION

None.

PURPOSE

The attached Annual Reports of each Scrutiny Committee are presented to full Council to formally update Council on the activities of the Corporate Scrutiny, Infrastructure Safety & Growth Scrutiny and Health & Wellbeing Scrutiny Committees over the year 2020/21.

Each Committee formally reviewed its Annual Report at the final meeting of the municipal year and any amendments required subsequently to reflect the content of the final meeting have been made with the agreement of the Chair.

RECOMMENDATIONS

It is recommended that Council endorse the recommendations as set out in each of the attached three reports.

REPORT AUTHORS

Appendix 1 – Chair of Corporate Scrutiny Committee – Councillor T Jay
Appendix 2 – Chair of Health & Wellbeing Scrutiny Committee – Councillor R Ford
Appendix 3 – Chair of Infrastructure Safety & Growth Scrutiny Committee – Councillor S Goodall

APPENDICES

Appendix 1 – Annual Report of Corporate Scrutiny Committee
Appendix 2 – Annual Report of Health & Wellbeing Scrutiny Committee
Appendix 3 – Annual Report of Infrastructure Safety & Growth Scrutiny Committee

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Council

20th July 2021

Report of the Chair

Annual Report of the Corporate Scrutiny Committee

Exempt Information

None.

Purpose

To provide full Council with an overview of the work and activities undertaken by the Corporate Scrutiny Committee during the year 2020/21. The draft Annual Report was received by the Committee at its final meeting in the last municipal year and any updates agreed by the Chair following that meeting.

Executive Summary

This report covers the following:

- Chair's overview
- Working Groups
- Recommendations made in the year to Cabinet
- Committee Terms of Reference
- Membership and Attendance
- Training & Effectiveness
- Work Plan
- Resource implications

Recommendations

Council is requested to:

- Note the Annual Report of the Committee;

Chair's Overview

This year, as result of the COVID-19 pandemic, has seen all the Committee's meetings move to online (remote) meetings. To accommodate this, careful consideration has been given to agenda content for each meeting and to the scheduling of additional meetings where necessary.

The Committee met twelve times in the 2020/21 municipal year, four (28 July 2020, 18 January 2021, 28 January 2021 and 24 March 2021) of those meetings were additional meetings which were scheduled to consider urgent business and /or matters referred to it by full Council.

The work ethic and input from committee members has been excellent and that is reflected in the volume of items considered this year.

In terms of the work of the Committee during 2020/21 municipal year, this has included:

1. Policy Development and /or Review

This is where the Committee has contributed to the Council's policy development processes and / or where the Committee has considered the implementation of policies and feeding back scrutiny views to Cabinet.

The Committee has received:

- (a) A Capital Outturn Report which advised members of the final outturn of the Authority's Capital Programme for 2019/20. The Committee sought various clarifications and in particular requested that a review of property funds be undertaken, prior to further investments under existing delegation being made;
- (b) Member Training Update which had been due to be considered at the March 2020 Committee meeting which was cancelled as a result of the pandemic. This update was provided to the July 2020 meeting and provided an overview of the member training activities since March 2020 including the delivery of the systems and member support to move to remote meetings, as well as the provision of online training for Chairs and Vice-Chairs of Committee by an external trainer. Recommendations were made to Cabinet. Whilst a response is awaited from Cabinet on some of the recommendations, the majority are in progress as part of this year's member induction and training;
- (c) As a result of the pandemic, a report of the Initial Impact of the Pandemic on the Council's Business Aims prior to consideration of that item by Cabinet in the summer of 2020. This led to the Committee making recommendations to Cabinet;
- (d) The Cemeteries Policy for review following a referral from full Council to the Committee. The Committee was requested to expedite this review and held two additional meetings in January 2021 to undertake the review and make recommendations to both Cabinet and Council. In summary, following extensive debate and consideration of information provided by Officers, the Committee recommended that the Cemeteries policy be referred back to full Council with a recommendation to leave the policy unchanged. The Committee agreed to make two further recommendations to Cabinet which were that the Cemeteries regulations be reviewed on a regular basis, and that Cabinet consult with the wider public investigating an alternative scheme of memorialisation and to further look at whether it is feasible and maintainable.
- (e) Legal Services Review Implementation – the Committee welcomed the detailed report on the first 11 months of operation of the new shared legal service.

2. Monitoring (scrutiny)

This is where the Committee has undertaken monitoring of the Council's performance and progress. In particular the Terms of Reference for this Committee set out the specific areas for scrutiny which include scrutiny of the achievement of the Council's strategic priorities and scrutiny of the performance and functions of other public bodies, statutory undertakers or other such organisations who provide or facilitate the provision of public services within the Borough. To assist in the achievement of this the Committee's remit includes scrutinising matters related to:

- (a) Forward Plan
- (b) Quarterly performance reports
- (c) Corporate plan
- (d) Major Council led projects
- (e) Investment strategy
- (f) HRA function
- (g) Bi-annually review and scrutinise matters relating to the Local Authority Trading Company's activities and performance.

Over the year 2020/21, there has been regular review of the Forward Plan at most meetings to identify areas which would either require pre decision scrutiny and /or post implementation scrutiny.

During this year the revised format for the Committee's Work Plan was used to track progress on scrutiny of matters identified via the Forward Plan. Examples of areas which were identified for the Committee's scrutiny, as a result of regular Forward Plan consideration were:

- Assembly Rooms
- Review of Write Offs
- Update on Potential Legal Actions
- Review of Cabinet Key Decisions
- Customer Portal – post implementation review

The Committee has also during the year considered the Quarterly Performance Reports. The Committee has received the relevant quarter's draft report and the meeting has been attended by senior Officers and/or relevant Cabinet member, normally the Leader. This consideration has been prior to Cabinet's receipt of the report and has enabled the Committee's comments, where relevant, to be taken on board prior to Cabinet's consideration. Further details are given below.

The Committee reviewed Key Cabinet Decisions made in the previous (2019/20) municipal year and considered that there were no further items to bring forward to this Committee at that time. This exercise will be repeated at the start of the next (2021/22) municipal year in respect of Key Cabinet Decisions from this municipal year (2020/21).

In terms of major Council led projects, the Committee considered:

1. The Assembly Rooms

The Committee held an additional meeting in July to consider this project. Recommendations were made to Cabinet regarding the management process for future projects worth over £1million pounds and projects of importance to the reputation of the council as well as the creation of a minimum governance structure and project guidelines.

2. Local Council Tax Reduction Scheme

The Committee had considered an interim report on the LCTR scheme in November 2019 and made recommendations to consider further scenarios. It was reported that due to the pandemic it was recommended that the review

be postponed to 2021 and that no change be recommended to the current scheme other than the usual alignment with housing benefit.

3. Solway (Tamworth) Limited

The Committee received an update report on this item in August 2020 and a second update at the March 2021 meeting.

4. Potential Legal Actions Update

The Committee received an update in October 2020 and March 2021. A recommendation was made to Cabinet to involve both the Leader and relevant Portfolio Holder in any decisions in respect of any legal proceedings.

5. Quarterly Performance Reports (QPRs)

The Committee has received, and scrutinised, each quarter's performance report prior to Cabinet review and approval. The recommendations from this Committee's working group during the previous municipal year to include an executive summary report for each quarter's report showing a summary dashboard of performance to track trends in performance was implemented. During consideration of the QPRs in November 2020 and February 2021 further recommendations were made by the Committee to Cabinet. Details of these are set out below.

6. Gungate Public Consultation Report.

The Committee received a report which updated the Committee on the findings of the Gungate Regeneration Quarter Consultation, which had been held digitally during February 2021. The Committee debated the findings of the report and highlight certain matters including the importance attached to local heritage, the disparate responses received, the need to retain flexibility in the aspirations for the area, and the view that the site would support mixed uses, including residential use. The Committee made a recommendation to Cabinet, details of this are set out below.

3. Call-in

This is where a decision of the Executive has been called in to be considered by a scrutiny committee, after a Cabinet decision has been made but ahead of its implementation, in accordance with the provisions of the Constitution.

No decisions have been called in to date.

Working Groups

No use was made of working groups this year. The Committee's business was addressed by full Committee meetings and this is reflected in the number of meetings held.

Recommendations made to and Responses received from Cabinet

Recommendations were made to Cabinet on the following Reports and Cabinet's response is highlighted:

| Scrutiny meeting item | Cabinet Response |
|--|--|
| <p>Capital Outturn Report – a review of property funds be undertaken and be scrutinised by the Audit & Governance Committee - 15 July 2020 meeting</p> | <p>Cabinet referred the matter to the Audit & Governance Committee for their review and that the review be taken to Council in December 2020 – 30 July 2020 Cabinet meeting At the October 2020 Audit & Governance Committee meeting it was agreed that planned investments in property funds be deferred. At Council in December 2020 it was agreed that the planned investments in property funds be deferred, with a review during Spring 2021 when the situation should be clearer, to inform future investment plans.</p> |
| <p>Member Training Update – recommendations covering the attendance at training sessions, in particular at regulatory training sessions, including improving the visibility of member attendance at regulatory training sessions, as well as actions to improve new member induction - 15 July 2020 meeting</p> | <p>Recommendations considered, and agreed that Cabinet and Officers would go through the recommendations in the report and feedback to the Committee at the first opportunity. 30 July 2020 Cabinet meeting</p> |
| <p>Initial Impact of the Pandemic on the Council's Business Aims – Recommendation to look at the longer term finances of the heritage assets – 28 July 2020</p> | <p>Cabinet agreed the recommendations from the Committee at its meeting on 10 September 2020.</p> |
| <p>Progress Report on Tamworth Assembly Rooms – Recommendations regarding the management process for future projects worth over £1million pounds and projects of importance to the reputation of the council as well as the creation of a minimum governance structure and project guidelines – 28 July 2020 meeting</p> | <p>Cabinet agreed the Committee's recommendations at its 30 July 2020 meeting</p> |
| <p>Update on Potential Legal Actions – Recommended that the Leader of the Council be involved in any decisions in respect of any legal proceedings, in addition to the relevant Portfolio Holders – 8th October 2020 meeting</p> | <p>Cabinet noted the Committee's recommendation at its 22 October 2020 meeting.</p> |

| | |
|--|---|
| <p>Quarterly Performance Report – Q2 recommendation – Recommendation that Officers are requested to ensure that the Scrutiny Chairs are advised of the timelines of their Corporate plan projects so there is an opportunity for scrutiny to participate in the process, as necessary. Recommendation that council staff in the collections team be thanked for their work at this difficult time. - 19 November 2020 meeting</p> | <p>Cabinet approved the recommendations from the Committee at its meeting on 3 December 2020.</p> |
| <p>Cemeteries Regulations – Recommendation that the Cemeteries Policy is referred back to full Council with a recommendation to leave the policy unchanged. Recommended to Cabinet that Cabinet consult with the wider public investigating an alternative scheme of memorialisation and to further look at whether it is feasible and maintainable. Recommended to Cabinet that the Cemeteries Regulations be reviewed on a regular basis, as to be agreed by Cabinet - 28 January 2021 meeting</p> | <p>Cabinet noted reference back to full Council to leave policy unchanged and accepted that the policy is correct, and agreed that the Cemeteries Regulations should be reviewed on a five yearly cycle and that the Portfolio Holder and Assistant Director would look to pull together realistic options that can be consulted on with the public on how memorialisation in the town can be achieved that is appropriate, at its meeting on 4th February 2021.</p> |
| <p>Quarterly Performance Report – Q3 recommendation – That Cabinet be advised of the areas where additional information had been sought by the Committee, in the form of an additional page being added to the report following the meeting – 3 February 2021 meeting</p> | <p>The QPR report Q3 was updated following the Corporate Scrutiny Committee meeting to include the additional information and Cabinet approved the Scrutiny Committee’s recommendations at its meeting on 18 February 2021.</p> |
| <p>Gungate Public Consultation Report recommendation – Recommended to Cabinet that the council embraces a mixed use vision for the future of the town centre – 24 March 2021 meeting</p> | <p>To be presented to Cabinet at its meeting on 8th April 2021.</p> |

Committee Terms of Reference

The Committee Terms of Reference are set out in Article 6 in the Constitution which can be accessed [here](#).

The Primary Scope, the General Role and the Specific functions detailed there have been largely achieved through the Committee’s work this year.

Members and Members Attendance

The following sets out the membership and attendance of members at the 12 Committee meetings during 2020/21:

| Member | Number of meetings attended (out of 12) |
|------------------------|---|
| Thomas Jay (Chair) | 10 |
| Ben Price (Vice-Chair) | 6 |
| Robert Bilcliff | 9 |
| Simon Goodall | 12 |
| Michael Oates | 10 |
| Simon Peale | 12 |
| Patrick Standen | 11 |
| Martin Summers | 10 |
| Peter Thurgood | 11 |

Training and Effectiveness

A Chairs and Vice-Chairs online training session was held in early June 2020. This training was provided by an external provider and focussed on chairing skills generally and, more particularly, chairing remote (online) meetings.

In early November 2020, a Successful Scrutiny online training session was held. This was led by a different external provider and the workshop was designed to bring together scrutiny councillors, cabinet members, other members and senior officers to consider how to ensure scrutiny is successful and effective in Tamworth. It provided an overview of key aspects of successful scrutiny, including clarifying purpose and roles, understanding critical processes such as developing a strategic direction, prioritising a work programme and ensuring impact.

Work Plan - Items identified for next municipal year

The existing Committee Work Plan is as available at Appendix 1.

Resource Implications

None to note.

Report Author

Councillor T Jay
Chair of the Corporate Scrutiny Committee

Appendices

Appendix 1 – Committee's Work Plan

Appendix 1 – Committee’s Work Plan

Corporate Scrutiny Work Plan

| Work Plan 2020 – 2021 | | |
|------------------------------|---|---|
| TARGET MEETING DATE | SUBJECT | MEETING WHEN ITEM ADDED TO WORK PLAN |
| | | |
| March / June 2021 | Review of Cabinet decisions over previous 12 month period | December 2020 |
| June 2021 | Consideration of State of Tamworth Debate items | March 2021 |
| Quarter 4 2020/21 | Asset Management update | December 2019 |
| June 2021 (tbc) | Review of Write Offs (full update) | July 2020 |
| Dates to be agreed | | |
| TBC | Update on corporate prioritisation | August 2020 |
| TBC | Market tender progress Update | August 2019 |
| TBC | Parking Toolkit review | October 2019 |
| TBC | Housing Repairs & Investment Contract Review | November 2019 |
| TBC | Solway Trading Company Update (2x per year – March & September) | December 2019 |
| TBC | Gungate Masterplan | January 2020 |
| TBC | Customer Portal - post implementation review | November 2020 |

| |
|---|
| Upcoming Corporate Scrutiny Committee Meetings |
| <i>Dates to be confirmed</i> |

Council

20th July 2021

Report of the Chair

Annual Report of the Health & Wellbeing Scrutiny Committee

Exempt Information

None.

Purpose

To provide full Council with an overview of the work and activities undertaken by the Health & Wellbeing Scrutiny Committee during the year 2020/21. The draft Annual Report was received by the Committee at its final meeting in the last municipal year and any updates were agreed by the Chair following that meeting.

Executive Summary

This report covers the following:

- Chair's overview
- Working Groups
- Recommendations made in the year to Cabinet
- Committee Terms of Reference
- Membership and Attendance
- Training & Effectiveness
- Work Plan
- Resource implications

Recommendations

Council is requested to:

- Note the Annual Report of the Committee;

Chair's Overview

This year, as result of the COVID-19 pandemic, has seen all the Committee's meetings move to online (remote) meetings. To accommodate this, careful consideration has been given to agenda content for each meeting and to the scheduling of additional meetings or moving meetings where necessary.

The Committee met 7 times in the 2020/21 municipal year.

This Committee has within its remit the scrutiny of the achievement of the Council's strategic priorities by scrutinising the performance of the Cabinet and external providers in securing a safe environment in which local people can reach their full potential and live longer, healthier lives.

Staffordshire County Council, as the upper tier authority responsible for social care in Staffordshire, has the powers to review and scrutinise any matters relating to the planning, provision of health services in its area (Staffordshire) and works with local district and borough councils. The focus for Tamworth Borough Council's health scrutiny function is on local matters with an impact specific to Tamworth. To aid the coordination of activities, a representative of this Council's scrutiny committee is a member of the Healthy Staffordshire Select Committee (this is currently the Chair, Councillor Ford, or his substitute) and a member of the Healthy Staffordshire Select Committee is a member of this Council's Health & Wellbeing Scrutiny Committee (for this municipal year that has been County Councillor Tina Clements).

In terms of the work of the Committee during 2020/21 municipal year, this has included:

1. Policy Development and /or Review

This is where the Committee has contributed to the Council's policy development processes and / or where the Committee has considered the implementation of policies and feeding back scrutiny views to Cabinet.

The Committee has reviewed, and (in some cases) made Policy Development recommendations in the following areas:

(a) Housing Strategy

The Committee identified from the Forward Plan that this Strategy was an area relevant for the Committee's scrutiny, as a pre-decision item and accordingly requested details prior to the anticipated Council consideration in October 2020.

The Committee received a detailed update from the Executive Director, Communities, the Assistant Director, Neighbourhoods and members of her team at its October 2020 meeting on the Housing Strategy which ahead of its submission to Cabinet. This policy would inform the Council's role in increasing housing supply, place shaping and promoting housing in the creation of safe, thriving and sustainable communities and supporting economic growth. The Committee sought clarification in certain areas and made recommendations to Cabinet, in particular in respect of the specific wards which could be included for targeted support based on level of need.

(b) Green Agenda / Climate Change Update

At the January 2021 meeting the Committee was updated on the progress made and the anticipated next step following the Council's adoption in November 2019 of the Declaration to make the Council's activities net-zero carbon by 2050.

The Committee recognised the importance of there being an assessment of the Council's carbon footprint which could then lead to the identification of areas which could be targeted to reduce and/or offset the footprint and map out the process. The Committee considered and received clarification on the role of potential wider borough activities and the

infrastructure to support that, such as electric vehicle charging points which was an area of focus for the Infrastructure Safety & Growth Scrutiny Committee, the role of the Local Plan and planning policy, and the role of the Council's housing stock.

The Committee made recommendations to Cabinet regarding the setting up of a working group involving the relevant Portfolio Holder, Scrutiny Chair and member of the Opposition, together with a commitment to engage with the public following production of the baseline report.

2. Monitoring (scrutiny)

This is where the Committee has undertaken monitoring of the Council's and external providers performance and progress. In particular the Terms of Reference for this Committee set out the specific areas for scrutiny which include scrutiny of the achievement of the Council's strategic priorities by scrutinising the performance of the Cabinet and external providers in securing a safe environment in which local people can reach their full potential and live longer, healthier lives. To assist in the achievement of this the Committee's remit includes scrutinising matters related to:

- (a) Statutory Health Obligation
- (b) Leisure
- (c) Voluntary Sector
- (d) Non HRA Housing
- (e) Disability Service
- (f) Social Care
- (g) Elderly and Vulnerable People Services

Healthy Staffordshire Select Committee

Over the year 2020/21, there have been regular written and verbal updates provided to the Committee on the scrutiny work of the Healthy Staffordshire Select Committee which included:

- (a) An overview of the update provided to the Staffordshire Select Committee on the West Midlands Ambulance Services University NHS Foundation Trust in terms of changes to Community First Responders (CFRs), as well as details of the further update to the Staffordshire Select Committee 5 months later, which was additionally attended by representatives of the Staffordshire CFRs;
- (b) An update on the mental health burden of the COVID 19 pandemic in Staffordshire from the relevant NHS trusts as well as an update on the impact of COVID-19 on Staffordshire Care Homes and the work the County Council had implemented to assist;
- (c) A resume of the update provided from CCGs and hospital trusts on the backlog of hospital appointments arising from the COVID-19 pandemic, and the steps taken to restoring services following the first wave;
- (d) Details of the presentation provided to the Staffordshire Select Committee on the Impact of COVID-19 Pandemic and Winter Plans for 2020/21 season from the Staffordshire Clinical Commissioning Groups (CCGs), local hospital trusts and the county council;

- (e) Changes to the Adult Learning Disability Community Offer which were proposed to be recommended to Staffordshire County Council's Cabinet;
- (f) An overview of the restoration of CCG commissioned services following the COVID-19 pandemic;
- (g) Details of work at the County Council level on Digital inclusion / exclusion in relation to health services;
- (h) Further update on the development of an Integrated Care System for Staffordshire;
- (i) Details of the update provided to the Staffordshire Select Committee on the implementation of the COVID-19 Vaccination programme; and
- (j) An update on Care Homes and the Impact of COVID-19.

Consideration of the Forward Plan

At each meeting the Committee received and considered the Forward Plan to assist in its identification of whether there are any forthcoming key decisions which this Committee determined that it would scrutinise, either pre decision or post decision. Examples of areas which were identified for the Committee's scrutiny as a result of regular Forward Plan consideration were; the Housing Strategy and the Climate Change Declaration Update. However, many of the areas identified for scrutiny were not matters which were identified from the Forward Plan.

Safeguarding bi-annual updates

This Committee was updated bi-annually on the safeguarding of children and adults at risk of abuse. The Committee meetings were attended by the Portfolio Holder for Regulatory and Community Safety, the Assistant Director, Partnerships and the Partnership Vulnerability Officer. The first update in this municipal year was slightly delayed and received in December 2020 Committee meeting. The second update was received at the April 2021 meeting.

The safeguarding updates focussed on:

- Referrals, in terms of numbers, made through the year;
- The continued operation of the service throughout the pandemic;
- Stoke and Staffs Safeguarding Children Board as well as Staffs and Stoke Adult Safeguarding Partnership Board and district partnership subgroups.
- Safeguarding training including the work undertaken to roll out the development of new online e-Learning modules, as well as work to review the taxi driver training in light of the Statutory Taxi & private Hire Vehicle Standards published in July 2020 and to provide guidance for staff in responding to individuals threatening suicide;
- The partnership approach to Modern Slavery, Human Trafficking and Contextual Safeguarding, including the partnership team's involvement with the Staffordshire County Council Families First Child Exploitation Coordinator, and the additional projects which provided relevant support, including the Sapling project, the Vulnerable Adolescence Support Programme and Prevent work were highlighted;
- The work of the Multi-agency Child exploitation Panel to identify children at risk of exploitation
- Guidance had been recently issued on the PREVENT agenda which would lead to a review of procedures to reflect the new guidance.

Council Response to COVID-19 – Vulnerable People

At the Committee meeting in July 2020, the Portfolio Holder, Neighbourhoods and the Assistant Directors for Neighbourhoods and Partnerships attended the Committee to provide an update to the Committee on the actions taken to respond to the COVID-19 pandemic and ongoing actions around the most vulnerable people in the local community. This update covered:

- The immediate response from various anchor organisations which locally mobilised support to vulnerable groups;
- The deployment of Council resources to support the anchor organisations;
- The coordination work of the Local Resilience Forum;
- The tailored support for homeless people;
- The successful lottery bid for resources to support the ongoing support over the next six months.

The Committee questioned and sought clarifications in certain areas, in particular interactions with Staffordshire County Council, the work underway to manage any second wave of the pandemic, research work commissioned, the proactive support to homeless people and the local situation on domestic abuse during the lockdown.

Impact on Young People of COVID-19

At its September 2020 meeting, the Committee received an update from the Chief Executive of Staffordshire Council of voluntary Youth Services (SCYVS) on the work undertaken and the impact on young people during the COVID-19 period. The work of SCYVS continued in supporting partners and signposting information at a local level. Issues which young people had pre pandemic and continued, and at times were exacerbated, during the pandemic were highlighted which included issues around:

- mental health,
- education and employment,
- early years intervention, and
- inactivity and obesity

Recent research and recommendations made were highlighted to members, as well as a local consultation which was open and which would inform the commissioning of services for young people. Issues of inequality were discussed as well as the disproportionate impact of COVID-19 on young people in terms of education and employment.

Following consideration of this item the Committee agreed to form a working group, further details of which are set out below.

Homelessness and Rough Sleeping Planning

At its September 2020 meeting, the Committee received an update from the Portfolio Holder and relevant Officers on:

- Response during COVID - 19 to homelessness
- Challenges arising from government legislation &/or guidance ending around furlough scheme and ban on evictions
- Range of housing solution

- The delivery of the Allocations Policy to programme in June 2020.
- Strategies to encourage the sustaining of private tenancies between landlords and tenants.
- The Prevention, Intervention and Recovery process implemented and which will be supported through the Homelessness and Rough Sleeping Strategy.
- The process followed and next steps for approval of the Homelessness and Rough Sleeping Strategy.

Whilst no recommendations were made to Cabinet by the Committee some observations were presented to Cabinet by the Chair including to minimise the use of acronyms in reports.

Reopening High Streets Safely

At its September 2020 meeting the Committee received a presentation from the Portfolio Holder and relevant Officers on the work undertaken to reopen the town centre safely following the initial lockdown in spring 2020. The Committee heard that a highly visible presence by the Shop Safe team had supported local businesses in re-opening as well as highly visible signage. This had developed the Council's knowledge of the business community and increased engagement had forged positive relationships. An update was also provided on the reopening of sports and leisure facilities.

Clinical Commissioning Groups Update on the impact of COVID-19 and on winter preparedness

At the October 2020 meeting, the Committee received an update from representative of the local CCGs on the impact of COVID-19 on planned care, including operation waiting lists and outpatient appointments, cancer treatments (screening, waiting lists and diagnosis) and a brief overview of winter preparedness / plans. The Committee considered and sought clarification from the CCG attendees on various areas including the impact of COVID-19 on the funding of NHS trusts, the collaborative working arrangements which had developed, patient and staff responses to the increased digitisation of health service delivery, the balance between managing the COVID-19 pandemic and ongoing service delivery for other health conditions, and the prioritisation process for more routine health services.

University Hospitals of Derby and Burton NHS Foundation Trust

At the October 2020 meeting, the Committee received an update from representative of the NHS trust on how the COVID-19 response had been managed, including:

- the increase in intensive care capacity,
- the concentration and consolidation of staff and services at acute sites, whilst maintaining minor injury units at the local Sir Robert Peel and Samuel Johnson community hospitals
- the reduction in A&E attendances
- The initial impact on the referral to treatment times, which had started to improve but remained a challenge

An update was provided on the delivery of new services at the Sir Robert Peel, where such services had not materialised as quickly as expected due to COVID-19, although good progress in the frailty pathway had.

The Committee considered and sought clarification from the NHS trust attendee on various areas including the testing of the trust's staff for COVID-19, the methodology for determining which health services are provided locally and the reasons behind the drop in attendances at minor injury units.

Headteacher update

The headteacher update which had been planned for the March 2021 meeting was deferred to the next municipal year.

Overview of Tamworth Advice Centre Services

At the March 2021 meeting the Committee received an update from the Assistant Director, partnerships and the Community partnerships Manager in respect of the Tamworth Advice Centre Services, the provision of which was currently contracted to Citizens Advice Mid Mercia (CAMM). It was reported that the contract with CAMM was due to expire in March 2022 and therefore Officers were seeking authorisation from Cabinet to re-procure the service.

The Committee received an update on the financial wellbeing, debt and generalist advice services which were provided and which were accessed through three routes:

- Self referral by Tamworth residents
- Homelessness team client referrals
- Tenancy team client referrals

Learnings from the COVID-19 pandemic were discussed including the use of telephone appointments and other online / digital interactions and the increased complexity presented with some client referrals.

Updates from External bodies

The Committee has also during the year received updates from the following external bodies (further detail provided above), with a focus on service delivery in the Tamworth area:

- (a) SCVYS update from its Chief Executive
- (b) CCGs on the impact of COVID-19 and winter preparedness
- (c) University Hospitals of Derby and Burton NHS Foundation Trust update on local services.

Working Groups

The Committee agreed to form Task & Finish Groups in the following areas:

- (a) Impact of COVID-19 on Young People comprised:

Councillor Brindley
Councillor Greatorex
Councillor Peuple

This group produced an interim report to the December 2020 Committee meeting and a final (phase 1) report was made to the April 2021 meeting. At the April 2021 meeting it was agreed that:

1. The Young People Working Group continue in the same form into the new municipal year;
2. A meeting be organised to scope any future working group and strategy going forwards, and the following be invited to attend; (i) the three Councillor working group members (ii) relevant Council Officer(s) (iii) relevant Staffordshire County Council Officer(s) (iii) representatives of partner organisations and (iv) the relevant Portfolio Holder.

Recommendations made to and Responses received from Cabinet

Recommendations were made to Cabinet on the following Reports and Cabinet's response is highlighted:

| Scrutiny meeting item | Cabinet Response |
|--|--|
| Council Response to COVID-19 – Vulnerable People 14 th July 2020 meeting | Cabinet agreed that a joint letter from all the Leaders of each political group and the Chief Executive be issued to thank all anchor organisations involved in the response to COVID-19 in the Borough. Cabinet meeting – 30 th July 2020. |
| Consideration of Draft Housing Strategy 20 th October 2020 meeting | Cabinet agreed that the proposed actions contained within the draft Housing Strategy be endorsed and could go on to become the final strategy with the amendment that Stoneydelph and Glascote to be included as areas where funding/support should be focussed as they contain areas which have historically had high deprivation. Cabinet meeting – 22 nd October 2020 |
| Green Agenda – Climate Change update 26 th January 2021 meeting | Cabinet agreed that once full council had elected a new Leader, at its meeting on 23 February 2021, to take leadership on 1 March 2021, Councillor D Cook would write to the new Leader to recommend and supporting scrutiny's recommendation that we designate a portfolio lead for climate change and that portfolio lead also has a member champion and that we also then look to let the portfolio lead and member champion form a working group to meet the aspirations of scrutiny and look to consult with the public and Cabinet approved the recommendation to report back to Cabinet and the Health & Wellbeing Scrutiny Committee on the outcomes of Stage 1, when ready. Cabinet meeting - 18 th February 2021 |

Committee Terms of Reference

The Committee Terms of Reference are set out in Article 6 in the Constitution which can be accessed [here](#).

The Primary Scope, the General Role and the Specific functions detailed there have been largely achieved through the Committee's work this year.

Members and Members Attendance

The following sets out the membership and attendance of members at the 7 Committee meetings during 2020/21. Councillor M Oates joined the Committee in August 2020, and Councillor R Kingstone stepped down at that time, and therefore their attendances are shown out of the number of meetings they were eligible to attend.

| Member | Number of meetings attended |
|--|-----------------------------|
| Richard Ford (Chair) | 7 out of 7 |
| Paul Brindley (Vice-Chair) | 7 out of 7 |
| Dennis Box | 3 out of 7 |
| John Faulkner | 7 out of 7 |
| Moira Greatorex | 7 out of 7 |
| Richard Kingstone | 1 out of 1 |
| Michael Oates | 6 out of 6 |
| Sheree Peale | 6 out of 7 |
| Steven Pritchard | 4 out of 7 |
| Roy Rogers | 7 out of 7 |
| County Cllr Tina Clements (Staffordshire County Council representative on the Committee) | N/A |

Training and Effectiveness

A Chairs and Vice-Chairs online training session was held in early June 2020. This training was provided by an external provider and focussed on chairing skills generally and, more particularly, chairing remote (online) meetings.

In early November 2020, a Successful Scrutiny online training session was held. This was led by a different external provider and the workshop was designed to bring together scrutiny councillors, cabinet members, other members and senior officers to consider how to ensure scrutiny is successful and effective in Tamworth. It provided an overview of key aspects of successful scrutiny, including clarifying purpose and roles, understanding critical processes such as developing a strategic direction, prioritising a work programme and ensuring impact.

Work Plan - Items identified for next municipal year

The existing Committee Work Plan is appended as Appendix 1.

Please note that it is expected that the activities of the Committee may continue to be impacted by the ongoing COVID19 pandemic.

Resource Implications

None identified.

Report Author

Councillor R Ford
Chair of the Health & Wellbeing Scrutiny Committee

Appendices

Appendix 1 – Committee’s Work Plan

Appendix 1 – Committee’s Work Plan

| Work Plan 2020 - 2021 | |
|--|--|
| DATE | SUBJECT |
| Each meeting | Update on Staffordshire County Council matters |
| Ongoing | Together We’re Better / STP - brief update post close of initial consultation (end date of initial consultation is 25 August 2019) |
| Ongoing | Working group updates |
| Ongoing | Children’s wellbeing, including education and mental health issues / anxiety |
| June | Presentation from headteacher |
| June | Food vulnerability and Healthy Eating |
| TBC | Update on PREVENT Agenda / Safeguarding (Staffordshire County Council – First Response) |
| TBC | Physical wellbeing |
| TBC | Mental wellbeing – to cover mental health issues in Tamworth as well as loneliness and partnerships |
| TBC | The Green Agenda, including Air Quality review |
| TBC | Discharge to Assess and End of Life Care |
| TBC | Barriers to accessing GP Services in relation to residents with additional needs / Centralisation of some GP Services |
| TBC | Update on Young People – SCYVS representative to be invited |
| TBC | Social Prescribing |
| TBC | Presentation on CCG / Derby & Burton Hospitals Update |
| Upcoming Health and Wellbeing Scrutiny Committee Meetings | |
| Upcoming Relevant County Council Meetings | |

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Council

20th July 2021

Report of the Chair

Annual Report of the Infrastructure Safety & Growth Scrutiny Committee

Exempt Information

None.

Purpose

To provide full Council with an overview of the work and activities undertaken by the Infrastructure Safety & Growth (IS&G) Scrutiny Committee during the year 2020/21. The draft Annual Report was received by the Committee at its final meeting in the last municipal year and any updates agreed by the Chair following that meeting.

Executive Summary

This report covers the following:

- Chair's Overview
- Working Groups
- Recommendations made in the year to Cabinet
- Committee Terms of Reference
- Membership and Attendance
- Training & Effectiveness
- Work Plan
- Resource implications

Recommendations

Council is requested to:

- Note the Annual Report of the Committee;

Chair's Overview

This year, as result of the COVID-19 pandemic, has seen all the Committee's meetings move to online (remote) meetings. To accommodate this, careful consideration has been given to agenda content for each meeting and to the scheduling of additional meetings where necessary.

The Committee met six times in the 2020/21 municipal year. One meeting (13th October 2020) was cancelled, however, an additional meeting was then scheduled in February 2021 to manage the number of agenda items to be considered in the early part of 2021.

In terms of the work of the Committee during 2020/21 municipal year, this has included:

1. Policy Development and /or Review

This is where the Committee has contributed to the Council's policy development processes and / or where the Committee has considered the implementation of policies and feeding back scrutiny views to Cabinet.

The Committee has reviewed, and (in some cases) made Policy Development recommendations in the following areas:

(a) CCTV Service

Following consideration by the Committee of the planned modernisation of the future service delivery for CCTV in the previous municipal year, at its February 2021 meeting the Committee received a post implementation review. A presentation was received from the Portfolio Holder for Regulatory and Community Safety, the Assistant Director, Neighbourhoods, the Head of Housing Management & Neighbourhood Resilience and the Head of Safety, Security and Emergency Planning at West Midlands Combined Authority (WMCA). The Committee sought and received clarification in several areas including:

1. Partnership working with the police in respect of the implementation and ongoing delivery of the CCTV service as a tool for the police and the funding of digital access for the police;
2. The local knowledge of the CCTV operators;
3. The extent of cross border collaboration;
4. Location of cameras and Quality assurance / accreditation;
5. Deployable cameras; and
6. Working with other partners, including the police and county council.

(b) Electric Vehicle Charging

This item had also been considered in the previous municipal year and recommendations at that time had been made to Cabinet. The Committee had been scheduled to receive an update on progress at its 31 March 2020 meeting, which was cancelled.

This item was considered at the first meeting in the 2020/21 municipal year including receipt of a report providing on update on progress. The Committee discussed various aspects of the project including the work being undertaken at Staffordshire County Council and requested that further information was sought from other district and borough councils who had started their journey to support electric vehicle charging points.

The Committee made five recommendations to Cabinet.

(c) Castle Update

The Committee received an update on the Castle review, following several updates over previous years. It was reported that an external and more commercial view of the opportunities for the Castle had been undertaken. The key findings of the review and the next steps required were presented. The Committee endorsed the work undertaken and made a further recommendation to Cabinet to defer its consideration of the Castle Review until the relevant financials (including cost / benefit analysis) were available.

(d) Future Provision of the Dry Recycling Service – Update and Preliminary Options Appraisal

At its meeting on 24th February 2021, the Committee received a report on the Future Provision of the Dry Re-cycling Services from the Portfolio Holder for Environment and Culture, the Chief Executive and the General Manager of the Waste Management Service. The update covered the current position on waste management, including the market for processing dry mixed recycling which had shifted dramatically, and presented some of the emerging options (together with risks and benefits) for the future provision of the dry recycling service. The Committee sought further clarifications including in respect of:

1. The extent of the competition in the market and the market for dry recycling;
2. Optionality in the framework contract; and
3. The split of dry recycling waste.

The Committee supported the drafting of a letter to encourage urgency in the decision making process related to the National Resource and Waste Strategy.

2. Monitoring (scrutiny)

This is where the Committee has undertaken monitoring of the Council's performance and progress.

In particular the Terms of Reference for this Committee set out the specific areas for scrutiny which include:

To provide effective scrutiny of the achievement of the Council's strategic priorities and external providers in securing the primary outcome of creating a safe and sustaining thriving local economy and making Tamworth a more aspirational and competitive place to do business, with a focus on:

- Infrastructure
- Education
- Employment/Inward Investment
- Town Centre
- Open Space and Play
- Public Space Protection Orders

Statutory Crime and Disorder obligation; the Committee shall act as the Crime and Disorder Committee for the purposes of section 19 of the Police and Justice Act 2006 and may co-opt additional members subject to the Crime and Disorder Overview and Scrutiny) Regulations 2009.

To undertake such other scrutiny activities, relevant to the committee's scope, as may be required in relation to the performance of the Council, governance, financial management and discharge of statutory functions.

At each meeting the Committee received and considered the Forward Plan to assist in its identification of whether there are any forthcoming key decisions which the Committee determined that it would scrutinise, either pre decision or post decision.

Examples of areas which were identified for the Committee's scrutiny as a result of regular Forward Plan consideration were; ICT Strategy, CIL Spending and Modern Slavery & Human Trafficking statement.

Over the year 2020/21, areas scrutinised included:

(a) Community Safety Plan and Tamworth Police Update (x2)

The Committee considered the draft 2020-2023 Community Safety Partnership Plan and received a Police and Partnership Update from the Tamworth NPT Police Commander at its July 2020 meeting. The Tamworth Police Update had been deferred from the cancelled March 2020 meeting.

The presentation from the Tamworth NPT Commander focussed on policing areas which contributed to the priorities in the Community Safety Plan, as well as recent activities related to COVID-19 and the BLM protests.

Following consideration of the Tamworth Community Safety Plan 2020-2023, the Committee recommended to Cabinet that it endorse the plan.

At the March 2021 meeting the Committee received:

- An update on the Tamworth Community Safety Partnership Plan, which included an update on Modern Slavery and human trafficking; and
- A further Tamworth Police Update from the Tamworth Police Commander and Deputy Commander.

This second presentation to the Committee included the Community Safety Plan priorities, which would be presented to Cabinet at a later date, and from the Police Commander focussed on crime figures for the Tamworth area, Anti-social behaviour, road safety, police engagement with the local community during the COVID pandemic and looking forwards, and work to detect and prevent County Lines activities.

(b) Public Space Protection Orders (PSPO)

Under the Council's PSPO process, the Committee is required to consider consultation evidence received as part of any proposal to introduce or renew a PSPO, and if appropriate endorse the order prior to the Portfolio Holder using his delegated powers to approve it. During the year 2020/2021 this Committee considered and endorsed for adoption the renewal of two PSPOs; Tamworth Dog Control and Alcohol Control in Public Space.

(c) ICT Strategy Briefing

The Committee received an update on the ICT Strategy, which set out the IT vision, principles and strategic themes. At the point that this was considered by the Committee in September, this strategy was a working document. A working group of two members was formed which received further updates on the strategy as it developed and before it was due to be presented to Cabinet in April 2021 for approval.

(d) Matters referred from Cabinet or Council (Fireworks Motion)

Following receipt of a motion from members, full Council referred two recommendations to the Committee for their consideration, and the Committee agreed to form a working group to progress this item.

(e) Community Infrastructure Levy (CIL) Spending

At its meeting in March 2021, an update was received from the Assistant Director, Growth & Regeneration, prior to consideration of a report by Cabinet at its meeting on 8 April 2021.

This report summarised the proposals for the application of CIL funds within the statutory framework. The Committee sought and received clarification on how the process could work with neighbouring authorities.

The Committee recommended the Report to Cabinet.

(f) Future High Street Fund

In the 2019/2020 municipal year, this Committee had actively reviewed the Future High Street Fund work prior to submission of the Outline Business Case to Government. Following the successful bid, which was announced in December 2020, at its meeting in March 2021, the Committee received an update from the Portfolio Holder which focussed on the mobilisation phase.

3. **Call-in**

This is where a decision of the Executive has been called in to be considered by a scrutiny committee, after a Cabinet decision has been made but ahead of its implementation, in accordance with the provisions of the Constitution.

No decisions have been called in to date.

Working Groups

Several working groups had been formed during the year, and some could continue into the next calendar year. The Groups formed were:

| Working Groups | | |
|-----------------------|----------------------------|---|
| Topic | Possible WG Members | Target IS&G Com meeting date |
| ICT Strategy | SG, PS | Work completed and reported to March 2021 meeting |
| Fireworks | Open to all | June 2021 |
| Events | SP, RB, AF, PB, SG | |

Recommendations made to and Responses received from Cabinet

Recommendations were made to Cabinet on the following Reports and Cabinet's response is highlighted:

| Scrutiny meeting item | Cabinet Response |
|---|---|
| Electric Vehicle Charging recommendations – 8 th July 2020 meeting | <p>At the Cabinet meeting on 30th July 2020, it was resolved that Cabinet:</p> <ol style="list-style-type: none"> 1 Chose operating Model 2 2 Agreed a further marketing exercise to secure a supplier / operator is carried out with Council Officers given delegated authority to offer financial incentives in the form of low rental value and / or a financial contribution towards the capital cost 3 Agreed to a private sector location on the Ventura retail parks is investigated 4 Agreed an Action Plan is developed that focuses on new on-street fast charging sites and on-street residential charging sites 5 Agreed that Electric vehicle charging infrastructure is installed in the borough by the end of the municipal year 2020/21 as a target date. |
| Community Safety Plan 2020-23 – 8 th July 2020 meeting | <p>At the Cabinet meeting on 30th July 2020, it was resolved that Cabinet endorsed the Tamworth Community Safety Plan 2020-2023 for publication.</p> |
| Castle Update – 24 th November 2020 meeting | <p>At the Cabinet meeting on 3 December 2020 Cabinet resolved that consideration of the Castle Review report be deferred from 17 December 2020 meeting to a later meeting of Cabinet to allow the report to be considered by Cabinet to include relevant financials (including cost / benefit analysis).</p> |
| CIL Spending – 25 March 2021 meeting | <p>The Committee's recommendations to approve the CIL Spending report were presented to 8 April 2021 Cabinet meeting.</p> |

Committee Terms of Reference

The Committee Terms of Reference are set out in Article 6 in the Constitution which can be accessed [here](#).

The Primary Scope, the General Role and the Specific functions detailed in the Constitution have been largely achieved through the Committee's work this year.

Members and Members Attendance

The following sets out the membership and attendance of members at the 6 Committee meetings during 2020/21.

Please note that the Councillor R Kingston retired from the Committee in July and Councillor P Standen joined the Committee at that point and therefore their attendances are recorded out of the number of meetings they were eligible to attend.

| Member | Number of meetings attended |
|-----------------------------|-----------------------------|
| Simon Goodall (Chair) | 6 out of 6 |
| Alex Farrell (Vice-Chair) | 6 out of 6 |
| Marie Bailey | 5 out of 6 |
| Robert Bilcliff | 5 out of 6 |
| Paul Brindley | 6 out of 6 |
| Tina Clements | 6 out of 6 |
| Richard Kingston (out of 1) | 1 out of 1 |
| Patrick Standen (out of 5) | 4 out of 5 |
| Simon People | 6 out of 6 |
| Peter Thurgood | 6 out of 6 |

Training and Effectiveness

A Chairs and Vice-Chairs online training session was held in early June 2020. This training was provided by an external provider and focussed on chairing skills generally and, more particularly, chairing remote (online) meetings.

In early November 2020, a Successful Scrutiny online training session was held. This was led by a different external provider and the workshop was designed to bring together scrutiny councillors, cabinet members, other members and senior officers to consider how to ensure scrutiny is successful and effective in Tamworth. It provided an overview of key aspects of successful scrutiny, including clarifying purpose and roles, understanding critical processes such as developing a strategic direction, prioritising a work programme and ensuring impact.

Work Plan - Items identified for next municipal year

The existing Committee Work Plan is appended as Appendix 1.

Please note that it is expected that the activities of the Committee may be impacted by the ongoing COVID19 pandemic.

Resource Implications

None identified.

Report Author

Councillor S Goodall
Chair of the IS&G Scrutiny Committee

Appendices

Appendix 1 – Committee’s Work Plan

Appendix 1 – Committee’s Work Plan

Infrastructure, Safety and Growth Scrutiny Work Plan

| Work Plan 2020 - 2021 | | |
|------------------------------------|--|---|
| DATE | SUBJECT | |
| Quarterly updates | Future High Street Fund (Growth) – Quarterly updates – starting March 2021 | |
| June / July 2021 | Consideration of State of Tamworth Debate items | |
| xxx 2021 | Modern Slavery update | |
| xxx 2021 | EV Charging update | |
| xxx 2021 | Business Crime Reduction Partnership Update | |
| xxx 2021 | E-Scouters and E-Bikes | |
| September 2021 | CCTV update | |
| Sept / Oct 2021 | Kettlebrook and Bolehall Public Space Protection Orders | |
| xxx 2022 | Review of Taxi Licensing Policy – Points System | |
| When clarity on legislation | Fire Safety Update | |
| Working Groups | | |
| Topic | Possible WG Members | Target IS&G Com meeting date |
| ICT Strategy | SG, PS | |
| Fireworks | Open to all | June 2021 |
| Events | SP, RB, AF, PB, SG | |

| |
|---|
| Upcoming Infrastructure, Safety and Growth Scrutiny Committee Meetings |
| <i>Dates to be confirmed</i> |

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