



Borough of Tamworth

Marmion House,
Lichfield Street, Tamworth,
Staffordshire B79 7BZ.

Enquiries: 01827 709 709
Facsimile: 01827 709 271

**INFRASTRUCTURE, SAFETY AND GROWTH
SCRUTINY COMMITTEE**

7 September 2021

Dear Councillor

A Meeting of the Infrastructure, Safety and Growth Scrutiny Committee will be held in **Council Chamber, Marmion House, Lichfield Street, Tamworth, B79 7BZ on Wednesday, 15th September, 2021 at 6.00 pm.** Members of the Committee are requested to attend.

Yours faithfully

A handwritten signature in black ink, consisting of a stylized 'A' followed by a long horizontal line that tapers to a point on the right.

Chief Executive

A G E N D A

NON CONFIDENTIAL

- 1 Apologies for Absence**
- 2 Minutes of the Previous Meeting (Pages 5 - 10)**
- 3 Declarations of Interest**

To receive any declarations of Members' interests (personal and/or personal and prejudicial) in any matters which are to be considered at this meeting.

When Members are declaring a personal interest or personal and prejudicial 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 personal and prejudicial interest in respect of which they do not have a dispensation.

4 Update from the Chair

To receive an update from the Chair

5 Responses to Reports of the Infrastructure Safety & Growth Committee

Update on responses received to Reports of the Infrastructure Safety & Growth Committee

6 Consideration of Matters referred to the Infrastructure Safety & Growth Committee from Cabinet or Council

(Discussion item)

7 Future High Streets Fund Update (Pages 11 - 14)

(Report of the Leader of the Council)

8 Forward Plan

(Discussion item – link to Forward Plan is attached)

<http://democracy.tamworth.gov.uk/mgListPlans.aspx?RPId=120&RD=0&bcr=1>

9 Working Group Updates

To receive updates from any Working Groups

10 Infrastructure Safety & Growth Scrutiny Committee Work Plan (Pages 15 - 16)

(Update and discussion on the Infrastructure Safety & Growth Scrutiny Work Plan)

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 accidental filming, 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](#)

To Councillors: S Goodall, T Clements, J Chesworth, R Claymore, A Cooper,
D Maycock, Dr S Peale, B Price and M Summers

This page is intentionally left blank



**MINUTES OF A MEETING OF THE
INFRASTRUCTURE, SAFETY AND
GROWTH SCRUTINY COMMITTEE
HELD ON 7th JULY 2021**

PRESENT: Councillor S Goodall (Chair), Councillors T Clements, J Chesworth, R Claymore, A Cooper, D Maycock, Dr S People and M Summers

CABINET: Councillor Stephen Doyle

The following officers were present: Anna Miller (Assistant Director – Growth & Regeneration), Paul Weston (Assistant Director Assets), Richard Powell (Planning Policy and Delivery Officer) and Jo Hutchison (Democratic Services, Scrutiny and Elections Officer)

Apologies received from: Councillor(s) B Price

11 MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting held on 15th June 2021 were approved as a correct record.

(Moved by Councillor Dr S People and seconded by Councillor A Cooper)

12 DECLARATIONS OF INTEREST

There were no declarations of interest.

13 UPDATE FROM THE CHAIR

There was no update from the Chair beyond items covered later on the agenda.

14 RESPONSES TO REPORTS OF THE INFRASTRUCTURE SAFETY & GROWTH COMMITTEE

The Chair reported that he attended Cabinet on 17th June 2021 to provide a verbal update to Cabinet on this Committee's consideration of the Future High

Streets Fund – Terms of Reference at its previous meeting. The Chair reported that Cabinet approved the report and its recommendations.

15 CONSIDERATION OF MATTERS REFERRED TO THE INFRASTRUCTURE SAFETY & GROWTH COMMITTEE FROM CABINET OR COUNCIL

There were no additional matters referred to this Committee.

16 FIRE SAFETY / INSPECTION UPDATE

Councillor Maycock joined the meeting at 6.05pm.

The Chair introduced the Fire Safety / Inspection update and invited the Assistant Director, Assets to provide an update to the Committee.

The Assistant Director reported that:

- Very little had changed in relation to our position since the last report to this Committee in December 2019 as we had largely been waiting on the Building Safety Bill.
- However, we had continued to operate in a 'Business As Usual' mode.
- Initial survey of buildings had been completed in order to provide Government Returns and to identify likely future programmes. There were no incidents of note to report.
- Despite COVID we had continued to undertake our regular programme of Fire Risk Assessments as planned and had completed any works arising from those assessments.
- The programme of fire door replacements in the high rise blocks had now been agreed and will be rolled out. This was delayed initially as there had been a major shake-up in Fire Door certification.
- The implications of the Fire Safety Bill were reviewed by our external compliance consultant who advised that our current policies and approach would put us as compliant with the Bill.
- We had commenced the process of formalising our policy in relation to electrical safety inspections to bring it more in line with gas safety inspections. It was anticipated that a report will be taken through Cabinet later in the year to approve the policy.

In terms of the recently published Building Safety Bill, the Assistant Director reported that:

- The Building Safety Bill was published on 5th July 2021 and it was announced that there would be a Building Safety Regulator.
- We had been advised that it could well be later this year before this came into effect and at the moment we were still not clear on how it would be introduced in terms of phasing.
- The Bill did not look significantly different to earlier versions that were circulated and had previously been reported to this Committee.

- There were budgets in place for the role of Building Safety Manager. However, this role had not yet been appointed as we still needed to understand exactly what the Act would require of the role.
- Some works had commenced in preparation:-
 1. Consultant appointed
 2. Type 4 Fire Risk Assessments underway across high-rise
 3. Consultant to assist with the production of Building Safety Manuals
 4. Consultant to assist with digital record keeping and Building Information Management systems
 5. Currently seeking tenders for updated structural survey of blocks
 6. Updated electrical inspection programme would feed into project
 7. Inspections to be extended to a sample of low-rise blocks
- We would need to further develop more pro-active communications with residents and Leaseholders within our blocks.

The Committee sought and received clarifications in the following areas:

- Fire door replacement programme, where it was confirmed that the delay to this programme was as a result of the re-certification of fire doors in the market.
- The requirement or not for 3D mapping of buildings, where it was confirmed that this would be part of the expected digital records requirement if the surveyors considered 3D mapping to be most appropriate.
- Regularity of lift inspections in the high rise buildings, where it was reported that a risk based approach was taken, but all lifts were maintained regularly (every 3 months as a minimum) and some more regularly.
- The installation of fire sprinklers within residences and the extent of the take up. It was reported that the take up had been good with only 17 leasehold properties across all 7 blocks included in the programme refusing installation. Furthermore, whilst the Council had decided not to charge leaseholders for the work, there was no mechanism to force leaseholders to have the work done as there was no legal requirement to install sprinklers and nothing in the lease that would force them to comply.
- Assessments of council buildings which were lower risk (below 18m), where it was reported that inspections and surveys were prioritised on buildings with communal entrances.
- Management of inspections for heritage sites, such as the Town Hall where it was reported that regular risk assessments and electrical inspections were undertaken and that a reasonable and proportionate approach was taken.
- Electrical safety checks and gaining access to undertake such tests where the access process was less clear than for gas safety inspections, It was noted that this was an area of focus to ensure all procedures and communication with tenants were clear.

The Committee thanked the Assistant Director for his attendance and presentation and noted that a further update in 12 months time would be added to the work plan. The Assistant Director left the meeting.

17 LOCAL DEVELOPMENT SCHEME AND LOCAL PLAN TIMETABLE

The Chair introduced the Portfolio Holder, Councillor Doyle, and the Assistant Director, Growth and Regeneration and the Planning Policy and Delivery Team Leader to the meeting to present the report on the Local Development Scheme and Local Plan Timetable which would be considered at Cabinet on 8 July 2021.

The Local Development Scheme (LDS) is required to set out the Council's programme for the preparation of Local Development Documents over a three-year period to inform the public and other stakeholders about the likely dates for opportunities to get involved with the plan-making process. The current LDS was published in 2018 and set out a work programme up to the end of 2021. Whilst the timeline set out in LDS has not yet reached its conclusion, it does include for an annual review, and it was reported that the timescales for individual projects had changed sufficiently such that it was considered appropriate to publish an updated version.

The Planning Policy and Delivery Team Leader reported that the proposed LDS set out the broad timeline over a period of three years leading to a planned submission for examination in late 2024.

The Committee sought and received clarification on:

- The role of the Local Plan Working Group in the process, which it was reported would be reconvened as part of this process and before consultation started. It was reported that the benefits of utilising the Local Plan Working Group as a conduit for comments from councillors was that it was cross party and was more generally involved in planning policy developments. It was noted that detailed involvement by councillors in the process was required.
- The coverage within the process and local plans (including neighbouring plans) of HS2, as well as climate change and the role of Electric vehicles, and the requirement to future proof local homes regarding EV charging. It was noted that these detailed comments should be fed into the Local Plan Working group process for consideration.
- The ambitious timelines set out to develop the new plan and the reasons for this, where it was reported that whilst the geographic area of Tamworth was fairly small this could facilitate shorter timelines and that additionally some evidence based work had already commenced which could be used.

RESOLVED that the Committee recommend the report to Cabinet for approval.

(Moved by Councillor Dr S Peuple and seconded by Councillor S Goodall)

The Committee thanked the Portfolio Holder, Assistant Director and Planning Policy and Delivery Team Leader for their attendance who then left the meeting.

18 FORWARD PLAN

No further additional items were identified.

19 WORKING GROUP UPDATES

The Chair updated the Committee as follows:

- Fireworks – following an initial discussion with Officers, the Chair proposed that a meeting open to all members be scheduled.
- Events – Councillor Dr S Peale had circulated to members a note of the working group’s meeting held in February, and it was agreed that this would not currently be a priority to progress.

20 INFRASTRUCTURE SAFETY & GROWTH SCRUTINY COMMITTEE WORK PLAN

The Committee considered its work plan and updated it as follows:

Infrastructure, Safety and Growth Scrutiny Work Plan

Work Plan 2021 - 2022	
DATE	SUBJECT
Quarterly updates	Future High Street Fund (Growth) – Quarterly updates – starting March 2021
October 2021	Kettlebrook and Bolehall Public Space Protection Orders
Date to be confirmed – 2021 / 22	Community Safety overview to include: <ul style="list-style-type: none"> • Invitation to Tamworth Police Commander • Invitation to Police, Crime and Fire Commissioner • CCTV update • E-Scooters and E-Bikes • Modern Slavery update • Business Crime Reduction Partnership Update
Date to be confirmed - 2021 /22	Garage Sites & EV Charging update
Date to be confirmed	Review of policy / engagement with stakeholders relating to Travellers
November 2021	Review of Taxi Licensing Policy – Points System
July 2022 (tbc)	Fire Safety Update

Working Groups

Topic	Possible WG Members	Target IS&G Com meeting date
Fireworks	Open to all	tbc
Review of policy / engagement relating to Travellers		

Upcoming Infrastructure, Safety and Growth Scrutiny Committee Meetings

15th September 2021

12th October 2021

23rd November 2021

19th January 2022

24th March 2022

Chair

WEDNESDAY, 15 SEPTEMBER 2021

REPORT OF THE LEADER OF THE COUNCIL

FUTURE HIGH STREETS FUND UPDATE

NOT EXEMPT

PURPOSE

To Update the Committee on the progress of the Future High Streets Fund programme

RECOMMENDATIONS

It is recommended:

1. To note the report

EXECUTIVE SUMMARY

The Programme has progressed well since the previous report to the committee on 15th June 2021.

Procurement

Significant steps forward have been made to appoint a Lead Consultant. The tender process was undertaken throughout August with three tenders returned. Two tenderers were taken forward to be interviewed on 7th September 2021 with a final recommendation to be made for review and agreement with the Programme Board on 10th September 2021. A verbal update on this will be provided at the Committee meeting on 15th September.

Surveys

Carter Jonas surveying company have been appointed to carry out measured surveys, topographical surveys and utilities mapping of the buildings and areas affected by the Future High Streets Fund. So far they have completed all measured surveys to FHSF buildings aside from the properties on the southern side of Market Street which require a minor clearance works contractor before they can safely access all areas to complete surveys.

Projects

College Quarter: South Staffordshire College have achieved a first round pass for their funding bid to the Department for Education. The second round bid is due to be submitted in October 2021. SSC are a part of the Lead Consultant tender process so their design team will be appointed at a similar time to the TBC design team.

Solicitors are currently progressing with a legal agreement between TBC and the Co-operative Society to arrange acquisition of the department store with vacant possession by

the end of the year. The next stage will be progressing of a legal agreement to formalise arrangements between TBC and SSC.

Middle Entry: Discussions are progressing with the Peer group to achieve vacant possession. Purcell architects have prepared concept sketch designs to support ongoing discussions with Peer Group.

Castle Gateway: Positive meetings with the Conservation Officer and Historic England have been held and set some high level principles regarding what would be supported regarding renovation of the listed properties.

Agreement has been reached with Nationwide Building Society on their move into the former Peel Café building (12-13 Market Street). Freeths Solicitors are now communicating with Nationwide's solicitors to formalise this into a legal agreement

Progress continues to be made with Coop, Peer Group and Nationwide on the relevant 3rd party agreements required to meet programme and ensure land acquisitions are completed.

Engagement and Communications

A Communications Plan and Engagement Plan have both been developed to manage the stakeholders and public understanding of the programme.

Work has already begun to engage key stakeholders and those most affected by the programme. It is intended to begin engaging with town centre businesses, as an important group of stakeholders, over the next month with one to one discussions and drop in sessions. Following this a wider public engagement process will be launched to include press releases and stalls in the town centre for members of the public to visit. A website is also being developed which will contain regular updates of progress.

Budget and Timescales

To date the programme progress accords with the master programme previously approved and also the budget.

RESOURCE IMPLICATIONS

There are no resource issues.

LEGAL/RISK IMPLICATIONS BACKGROUND

There are no legal issues.

EQUALITIES IMPLICATIONS

There are no equalities issues.

SUSTAINABILITY IMPLICATIONS

The impact of the Future High Streets Fund programme on sustainability is to be taken into account by the consultant team when designing and implementing the projects

BACKGROUND INFORMATION

None

REPORT AUTHOR

Tom Hobbs – Future High Streets Fund Project Officer

LIST OF BACKGROUND PAPERS

None

APPENDICES

None

This page is intentionally left blank

Infrastructure, Safety and Growth Scrutiny Work Plan

Work Plan 2021 - 2022	
DATE	SUBJECT
Quarterly updates	Future High Street Fund (Growth) – Quarterly updates – starting March 2021
September 2021	Future High Street Fund update
October 2021	Kettlebrook and Bolehall Public Space Protection Orders
Date to be confirmed – 2021 / 22	Community Safety overview to include: <ul style="list-style-type: none"> • Invitation to Tamworth Police Commander • Invitation to Police, Crime and Fire Commissioner • CCTV update • E-Scooters and E-Bikes • Modern Slavery update • Business Crime Reduction Partnership Update
Date to be confirmed - 2021 /22	Garage Sites & EV Charging update
Date to be confirmed	Review of policy / engagement with stakeholders relating to Travellers
November 2021	Review of Taxi Licensing Policy – Points System
July 2022 (tbc)	Fire Safety Update

Working Groups		
Topic	Possible WG Members	Target IS&G Com meeting date
Fireworks	Open to all	tbc
Review of policy / engagement relating to Travellers		

Upcoming Infrastructure, Safety and Growth Scrutiny Committee Meetings
15 th September 2021
12 th October 2021
23 rd November 2021
19 th January 2022

24th March 2022