



## **MINUTES OF A MEETING OF THE CORPORATE SCRUTINY COMMITTEE HELD ON 6th OCTOBER 2022**

**PRESENT:** Councillor T Jay (Chair), Councillors D Cook, M Cook, C Cooke, A Cooper, S Goodall, J Harper, S Peple and S Smith

**CABINET** Councillor Stephen Doyle

The following officers were present: Paul Weston (Assistant Director Assets), Matthew Fletcher (Head of Economic Development and Regeneration) and Jo Hutchison (Democratic Services, Scrutiny and Elections Officer)

### **32 APOLOGIES FOR ABSENCE**

The Chair welcomed the new members of this Committee; Councillors M Cook and A Cooper.

There were no apologies for absence.

### **33 MINUTES OF THE PREVIOUS MEETING**

The minutes of the previous meeting held on 6 September 2022 were approved as a correct record.

*(Moved by Councillor D Cook and seconded by Councillor A Cooper)*

### **34 DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **35 CHAIR'S UPDATE**

The Chair reported that there were no further items to report which were not otherwise covered under later agenda items.

**36 RESPONSES TO REPORTS OF THE CORPORATE SCRUTINY COMMITTEE**

None at this time.

**37 CONSIDERATION OF MATTERS REFERRED TO THE CORPORATE SCRUTINY COMMITTEE FROM CABINET / COUNCIL**

The Chair reported that at Full Council on 27<sup>th</sup> September 2022 a motion was moved and carried as follows:

That the handling of communications to residents is brought to corporate scrutiny at the first available meeting and specifically how we handle communications to leaseholders. This should include looking at how leaseholders are made aware of their responsibility for payment for works required by Tamworth Borough Council as freeholder of their properties and their right to influence the Councils decisions, using the Gillway cases we've heard of tonight as our case study.

As this was the first available meeting following that Full Council meeting, the Chair invited members to raise any suggestions on how to take this matter forward, and following debate the Committee considered that it would be appropriate to form a working group of members to look at this matter. During debate members highlighted the importance of:

1. Analysing what had happened
2. Looking into the language of the communications issued
3. Working quickly and thoroughly.

It was agreed that the following members would form the working group which would report back to a future meeting of this Committee:

Councillor Sheree Peape  
Councillor Daniel Cook  
Councillor Simon Goodall  
Councillor Michelle Cook  
Councillor Chris Cooke  
Councillor John Harper

**38 GUNGATE REGENERATION PROGRAMME TERMS OF REFERENCE**

Councillor Doyle introduced the report which provided Corporate Scrutiny Committee with an update on the proposed governance for the Gungate Regeneration programme and an early draft of the proposed terms of reference for any programme governance board prior to consideration by Cabinet.

The Head of Economic Development and Regeneration provided a brief overview of the proposals which were designed to reflect the governance arrangements in place for the Future High Street Fund project. Feedback from the Committee was sought on the proposed arrangements prior to Cabinet consideration and decision.

The Committee sought clarification on:

1. the proposed membership of the Programme Board and whether there were any proposals to include members of the Opposition on that.
2. the proposed delegated authority levels set out in the draft Terms of Reference and how these differed from the arrangements in place for the Future High Street Fund.

The Committee **RESOLVED** to recommend to Cabinet that the Programme Board had a member of the Opposition on it (such member to be agreed by the two leaders of the opposition groups).

*(Moved by Councillor D Cook and seconded by Councillor S Peuple)*

The Committee **RESOLVED** that:

1. it had reviewed and considered the draft terms of reference for the Gungate Regeneration programme
2. it had made any comments and recommendations on how the draft terms of reference might be amended or changed prior to submission to Cabinet for approval.

*(Moved by Councillor T Jay and seconded by Councillor M Cook)*

The Committee thanked the Portfolio Holder and Officer for their attendance.

## **39 STREET MARKET UPDATE**

The Chair reminded members that a written report had been received by this Committee at its meeting in August and following that had requested that the Head of Economic Development and Regeneration attend a future meeting to respond to questions from the Committee.

The Head of Economic Development reported that the Tamworth Street Market was put out to tender in early 2021, and the contract was awarded for a five year term in June 2021 to LSD Promotions and since then LSD had made a number of changes to grow and change the market to attract a wider demographic to the market.

Clarifications were sought on the following areas:

1. Whether LSD Promotions were meeting the broader contractual obligations, for example to provide events, where it was reported that there were some areas where performance needed to be examined in more detail, however there were areas where performance was going well, for example, in terms of food festivals delivered.
2. Future changes to the town centre and the utilisation of St Editha's Square for market trading and whether there would be more space for the market following Middle Entry redevelopment. In respect of which the Head of Economic Development understood that future plans for St Editha's could facilitate more market stalls, as well as some space near Middle Entry.
3. How and when the contract would be reviewed where the Head of Economic Development reported that there was continuous review following the start of the new contract in summer 2021 and would expect to see a strong narrative within 18 months to two years.

4. How were the three monthly meetings with the contractor progressing and whether these were fruitful, where the Officer responded that these had helped the Council's understanding of the market and improved relationships with the market and the market operator.
5. Whether there was planned to be any review of the street market strategy which had been developed pre-COVID, followed by the letting of the market operator contract during COVID, if there was considered to be a risk that the strategy did not reflect the current post-COVID position? The Head of Economic Development reported that review was always important and as developments within the town continued this could become clearer.
6. Whether the removal of the canopy was expected to affect the market footfall, in particular at times of bad weather. It was reported that the removal of the canopy itself was not expected to impact the footfall in the market, given it was an outdoor street market. All market traders were provided with individual covers for their stalls.
7. Whether there were any plans to include performance art or music or other imaginative ideas as part of the market offering; both during events and more generally to help attract more people into the town. It was noted that this was an area which the Head of Economic Regeneration could raise with the market operator.

**RESOLVED** that the Committee recommend to Cabinet that Cabinet instigate a focussed review of the market strategy as a result of the changes in business conditions.

*(Moved by Councillor S Goodall and seconded by Councillor A Cooper)*

A proposed amendment to the above motion to include a budget figure was moved, but not seconded and withdrawn by the mover.

The following motion was moved and seconded but withdrawn following debate:

That Corporate Scrutiny request Cabinet to do a deep dive review of the strategy, short and long term for the market, to ensure it is still correct and to undertake that review within a maximum budget of £10,000 (to be found from within budget, or failing that from the revenue contingency budget).

The Chair thanked the Portfolio Holder and Head of Economic Development and Regeneration for their attendance who then left the meeting.

## 40 FORWARD PLAN

The Committee considered the Forward Plan and noted that the Health & Wellbeing Scrutiny Committee's work plan included an item related to the Homelessness Strategic Update which was due for consideration at Cabinet on 1 December 2022.

The Committee requested that the Regulation Social Housing for the Council's own stock be brought to this Committee and accordingly agreed to add it to this Committee's work plan.

#### **41 WORKING GROUP UPDATES**

The Committee agreed that the working group to Review the Quarterly Performance Report be updated as follows:

Councillor T Jay  
Councillor D Cook  
Councillor C Cooke  
Councillor A Cooper

#### **42 CORPORATE SCRUTINY COMMITTEE WORK PLAN**

The Committee agreed to consider the Action Log under this item going forwards.

The Committee updated the Work Plan as set out below:

### **Corporate Scrutiny Work Plan**

<b>Work Plan</b>		
<b>TARGET MEETING DATE</b>	<b>SUBJECT</b>	<b>MEETING WHEN ITEM ADDED TO WORK PLAN</b>
17 November 2022	Update on Assure Project (Environmental Health)	September 2022
17 November 2022	Quarter 2 2022/23 Performance Report	
17 November 2022	Regulation Social housing for the Council's own stock	October 2022
8 December 2022	Draft Asset Management Strategy	June 2022
8 February 2022	Quarter 3 2022/23 Performance Report	
<b>Dates to be agreed</b>		
TBC	Update on corporate prioritisation	August 2020
Bi-annual updates (March & September)	Solway Trading Company Update	December 2019
TBC (September 2023)	Joint Waste contract update	June 2021
TBC	Gungate Masterplan	January 2020
TBC	Reset & Recovery Workstreams	November 2021
TBC	Staffordshire Leaders Board	February 2022
TBC	Corporation Street (Gateway project) – review	September 2022

<b>Working Groups</b>		
TBC – which meeting Working Group to report back to	<b>Review of Quarterly Performance Report</b> to align with new Corporate Plan 2022-2025  Members: Cllrs T Jay, D Cook, C Cooke, A Cooper	June 2022
TBC – which meeting Working Group to report back to	<b>Review of Leaseholder Charges Communications</b> following referral from full council meeting on 27.09.2022 meeting  Members: Cllrs D Cook, M Cook, C Cooke, S Goodall, J	October 2022

	Harper, S Peple	
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**Upcoming Corporate Scrutiny Committee Meetings**

Meeting dates:

17 November 2022

8 December 2022

8 February 2023

9 March 2023

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Chair