

# NON-CONFIDENTIAL



**Borough of Tamworth**

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## **CORPORATE SCRUTINY COMMITTEE**

8 March 2024

Dear Councillor

A Meeting of the Corporate Scrutiny Committee will be held in **Town Hall, Market Street, Tamworth on Monday, 18th March, 2024 at 6.00 pm**. Members of the Committee are requested to attend.

Yours faithfully

A handwritten signature in black ink, appearing to be 'AJS', followed by a long horizontal line extending to 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 Chair's Update**
- 5 Responses to Reports of the Corporate Scrutiny Committee**
- 6 Consideration of Matters referred to the Corporate Scrutiny Committee from Cabinet / Council**
- 7 Corporate Scrutiny Annual Report** (Pages 11 - 22)  
*(Report of the Chair of Corporate Scrutiny)*
- 8 Leaseholder Insurance Policies**  
*(Discussion item)*
- 9 Working Group Updates**  
Housing Repairs Working Group
- 10 Forward Plan**  
*Discussion Item – link to the Forward Plan below*  
  
[Forward plan - 1st March 2024 - 30th June 2024 :: Tamworth Borough Council](#)
- 11 Corporate Scrutiny Committee Work Plan** (Pages 23 - 26)  
*To review and discuss the Work Plan*

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### **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](mailto: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: D Cook, M Bailey, C Bain, R Claymore, G Coates, S Doyle, D Maycock,  
B Price and L Smith

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## **MINUTES OF A MEETING OF THE CORPORATE SCRUTINY COMMITTEE HELD ON 7th FEBRUARY 2024**

**PRESENT:** Councillor D Cook (Chair), Councillors C Bain, G Coates, S Doyle, D Maycock and L Smith

**CABINET** Councillor Thomas Jay

The following officers were present: Andrew Barratt (Chief Executive), Rob Barnes (Executive Director Communities), Rebecca Smeathers (Executive Director Finance (S151)), Paul Weston (Assistant Director Assets), Zoe Wolicki (Assistant Director People), Wendy Smith (Head of Environmental Health), Gareth Youlden (Head of Technology and Information Services), Leanne Costello (Senior Scrutiny and Democratic Services Officer) and Tracey Smith (Democratic Services Assistant)

### **68 APOLOGIES FOR ABSENCE**

Apologies for Absence were received from Councillor M Bailey, R Claymore and B Price.

The Chair noted that apologies had been received from the Portfolio Holder for Environmental Health and Community Partnerships, Councillor Summers in respect of item 7.

### **69 MINUTES OF THE PREVIOUS MEETING**

The minutes of the previous meeting held on 20<sup>th</sup> December 2023 were approved and signed as a correct record.

*(Moved by Councillor C Bain and seconded by Councillor L Smith)*

### **70 DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

### **71 CHAIR'S UPDATE**

There was no update from the Chair.

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

The Chair advised the Committee that further to Committee meeting on the 20<sup>th</sup> December 2023 the recommendations moved by the Committee were taken to Cabinet for consideration on the 25<sup>th</sup> January 2024.

All three recommendations were agreed however it was noted that for recommendation 3 they would need to think about criteria of what constitute a vulnerable people.

The Assistant Director Assets, Paul Weston highlighted that since the meeting the Government has announced Awaabs Law, within which there is provision around addressing those with health vulnerabilities within 24 hours so this will need to be considered as well.

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

There were none.

**74 QUARTER 3 PERFORMANCE REPORT**

The Chair handed over to the Leader of the Council to introduce the report to provide the Committee with an overview of Council performance for the third quarter of the 2023-24 financial year (October to December 2023). It reports the Council's position in relation to progress with strategic corporate plan projects and updates on the financial position, corporate risks, audits, information governance and complaints, with a recommendation to endorse the contents of the report, before it is considered by Cabinet on the 22<sup>nd</sup> February 2024.

The Section 151 Officer highlighted that from the General Fund Revenue summary of expenditure (Page 33) the outturn variance for the end of the year has increased to 1.9 million compared to almost 1.6 million in the quarter two report which increased balances held to 10.3 million which will feed back into the budget report.

The Committee made the following comments/observations and asked the following questions:

1. The improved layout of the report was noted.
2. More information was requested around the launch of the Home Hub mentioned in the report and whether any service users would be attending the event?

Officers confirmed that the event was an open day to launch the multi-agency Homelessness Hub which is being introduced, to enable partners and Members to look at the offer and talk to those who will be delivering the service. Service users were not expected to be attending.

It was highlighted that there was an update and invite to all Members on Memberzone.

It was noted that it would be useful for Members to be given information around how service users will get to know about the service but that this could be shared out of the meeting.

3. With regards to the Housing Revenue Account Business Plan due to be reported to Cabinet in February is there an update on the 30-year projection of the plan?

Officers confirmed that the financial forecast has been undertaken and would be reporting a deficit baseline position over the 30-year period, however they would be working on the mitigations and to put in place an action plan to help balance the business plan over that period of time. One of the biggest pressures is the achievement of NetZero and social housing providers are still awaiting clarity on this.

4. With regards to the Asset management Strategy, as per previous comments by the committee has depreciation now been built into the report?

Officers confirmed that this has now been factored in the report – it was noted that this would be coming back to Scrutiny (Infrastructure, Safety and Growth) in the future.

5. Clarification on the position of the Future High Street Fund (If it was not considered too commercially sensitive)?

The Leader of the Council confirmed that up to date costings had been received and these would be shared before Full Council as decisions need to be made.

6. In addition to Damp and Mould, trees seem to be a problem in the Borough and could Members be briefed on the policy relating to trees? The Leader of the Council confirmed that there is currently an issue with a backlog of work meaning that where tree work is identified as required, this can take up to 9 months to be actioned. They confirmed that the budget allows for a new arborist, three street scene team members and a new van to help address the problem.

The Committee then expressed an interest in reviewing the policy relating to trees and the budget allocation as well as Members being briefed on how to use Terra Nova. They considered whether this could be added an agenda item for an upcoming meeting?

The Chair agreed to discuss bringing this to a future Committee meeting offline and reporting back to the Committee.

#### **Resolved that the Committee:**

Endorsed the content of this report for consideration by Cabinet.

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

## **75 UPDATE ON ASSURE IMPLEMENTATION**

The Chair welcomed the Assistant Director, People, Zoe Wolicki to introduce the report of the Portfolio Holder for Environmental Health and Community Partnerships to update Corporate Scrutiny on progress made in implementing the

Assure corporate project, who highlighted that the report was only in the name of the Portfolio for Environmental Health and Community Partnerships, and not the Portfolio holder for Housing and Planning, before passing over to the Head of Environmental Health, Wendy Smith and the Head of technology and Information, Gareth Youlden to summarise the report.

Officers highlighted the following -

- From an Environmental Health point of view the project was progressing well.
- There is an Officer dedicated to systems administration working three days a week progressing the transition from M3 to assure.
- Setting up the configurations for licenses with enquiries, licences and inspections working the test system is well underway
- Training from NEC on the reporting side of the system is pending
- It is anticipated that the Licensing workload will be ready for transition by the end of March.
- Document usage has been analysed and culled allowing the removal of any documents no longer use.
- Licensing represent about 75% of the current EH workload that needs to transition and the aim is to ensure the transition is before the de-support date and the remaining 25% will flow from the Licensing transition the risk of which is much lower.
- From an ICT perspective at the end of last year the M3 and Assure Environment has been brought up to date including application versions so that users have all of the latest functionality.
- There is some work due next week to further improve the security of the system which an aspiration of making the system available externally when Officers go out on site.

The Committee made the following comments/observations and asked the following questions:

1. Are we on top of implementing the system?  
Officers confirmed that they were.
2. What happens if we don't meet the end of March deadline?  
Officers confirmed that this is just a de-support deadline, that the Council can continue to use the system but that if there were any technical issues with the M3 system, NEC would no longer provide support. The aim is to move Licensing over first but Environmental Health will continue using the system beyond that date but transitions as soon as is possible.
3. Are there any insurance implications?  
Officers confirmed that the Council will continue to be licensed to use the system after the end of March.



4. Is there a plan in place for if any support was needed?  
Officers confirmed that they think support will still be available at a cost, this would no longer be included in their package.
5. Will the two systems run in parallel initially to ensure that things work in the new system?  
It was confirmed that Environmental Health are currently working in a test system. Licensing will transition first whilst other operations will continue in the M3 system until they transition, so there will be two systems operational for a period.
6. A briefing note was requested for the meeting on the 7<sup>th</sup> March just to keep the Committee up to date as the cut off date for removal of support gets closer, no Officer attendance was requested,

### **Resolved that the Committee**

Endorsed the report.

*(Moved by Councillor D Cook and seconded by Councillor C Bain)*

The Chair thanked the Officers for attending and invited them to leave the meeting.

## **76 WORKING GROUP UPDATES**

The Chair asked that now that the Damp and Mould part of the Housing Repairs working group was being addressed that the group move on to look at the repairs side with a view to a larger item being on the agenda at the meeting on the 7<sup>th</sup> March 2024.

The Chair confirmed that a briefing note had been circulated and the Executive Director, Communities, Rob Barnes and the Assistant Director, Assets, Paul Weston were here to answer any initial questions on the data.

1. The Committee ask the Officers if they were happy with the KPI data around housing repairs in particular around the 'complete within 24 hours'?

The Assistant Director confirmed that –

- the data had been provided at short notice and no filtering or explanations had been applied. There would be instances where the nature of the work meant that it is not possible to complete a job within 24 hours but that does not mean the job was not attended with 24 hours. There is a similar issue around first-time fix data and given more time, a more detailed report would include explanations and exceptions.

- the scaling of the report needs to be considered and on average approximately 97% of repairs are completed within 24 hours and this is without the exceptions being taken out.
- jobs completed within 5 and 26 days were broadly on target.
- there is always room for improvement, and the aim was to lower recall visits and they were working with the contractor to ensure improvements are made in the form of an improvement plan.

The Executive Director added –

- whilst there are only a small number of cases where the system did not work, that Officers recognised these can have a high impact on the customer.
  - there are areas where the contractor needs to improve that they are working proactively with the contractors to develop an improvement plan and improve the service across all areas.
  - the improvement plan will look at all opportunities for improving processes including in areas administered by TBC.
2. The Committee welcome the improvement plan and asked that communication be a part of that, and whether the plan could be shared with the committee?
- It was confirmed that often problems are around communication rather than quality of work.
  - Officers were happy to engage with the Committee over the improvement plan as were the contractors.

The Chair acknowledged that 97% was a good percentage and that in reality this represent 48 repairs per ward (out of a total of 16000) that were not dealt with, within 24 hours but that there is always room for improvement.

The Chair confirmed that they would invite the Officers to the March meeting.

## **77 FORWARD PLAN**

There were no new items identified from the Forward Plan.

## **78 CORPORATE SCRUTINY COMMITTEE WORK PLAN**

The Chair confirmed that the next meeting was on the 7<sup>th</sup> March and that they would aim to bring the Housing Repairs as the main item and the briefing note for the Assure Implementation.

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Chair

## Corporate Scrutiny Committee

18<sup>th</sup> March 2024

### Report of the Chair

#### Draft Annual Report of the Corporate Scrutiny Committee 2023-24

##### Exempt Information

None.

##### Purpose

To provide the Committee with a draft of the Committee's Annual Report for 2023/24 (Appendix 2) together with a draft of the Introductory Report (Appendix 1) which will be presented to full Council in the 2024/25 municipal year.

Following the Committee's consideration, the draft Annual Report will be updated and following the agreement of the Chair will be presented to full Council together with the Annual Reports for the other scrutiny committees and the Introductory Report.

##### Executive Summary

The draft Annual Report includes:

- the Committee's membership
- a Chair's overview
- the Committee's remit and function (Terms of Reference)
- an overview of regular activity undertaken by the Committee
- a spotlight on items considered
- a summary of working group activity
- a summary of recommendations made to Cabinet and responses received
- members' attendance
- Current Committee work plan

##### Recommendations

The Committee is requested to consider and comment on the draft Annual Report and Introductory Report and thereafter endorse the draft Annual Report and Introductory Report for submission to full Council, following agreement by the Chair of any final amendments and updates to reflect the March 2023 meeting.

##### Resource Implications

None to note.

##### Report Author

Councillor D Cook  
Chair of the Corporate Scrutiny Committee

##### Appendices

Appendix 1 – draft Introductory Report

Appendix 2 – draft Annual Report of the Committee

# Scrutiny Introductory Report – 2023-24

## What is scrutiny?

The term ‘scrutiny’ means ‘**examine carefully, rummage through odds and ends.**’ In the context of local government Scrutiny’s role is to research and examine policies and decisions to assess whether they could be improved or strengthened to deliver better services for residents and visitors to Tamworth. Scrutiny is often referred to as the Council’s ‘critical friend’, its purpose is to provide constructive criticism in order to continually seek improvements to services, secure better decisions and realise better outcomes.

Effective overview and scrutiny should:

- Provide constructive ‘critical friend’ challenge;
- Amplify the voices and concerns of the public;
- Be led by independent people who take responsibility for their role; and
- Drive improvement in public services.

Scrutiny committees cannot make decisions but can offer recommendations to cabinet and officers to be considered when making their decisions.

## What Scrutiny at Tamworth Council looks like?

There are three main overview and scrutiny committees and this year each Committee welcomed a new Chair. The Committees’ role is to hold the Executive to account and support the work of the Executive and the performance delivery of the Council as a whole. These are shown diagrammatically below:



### Health and Wellbeing Scrutiny

- Quarterly performance reports
- Leisure
- Voluntary Sector
- Non HRA Housing
- Disability Service
- Social Care
- Elderly and Vulnerable People Services



### Infrastructure Safety and Growth Scrutiny

- Infrastructure
- Education
- Employment/Inward Investment
- Town Centre
- Open Space and Play
- Public space protection orders



### Corporate Scrutiny

- Forward Plan
- Corporate Plan
- Major Council led projects
- Investment Strategy
- HRA Function
- Local Authority Trading Company's activity and Performance



These lead to reports and recommendations which advise the Executive and the Council as a whole on its policies, budget and service delivery. Overview and scrutiny committees also monitor the decisions of the Executive.

Scrutiny Committees can 'call-in' a decision which has been made by the Executive but not yet implemented. This enables them to consider whether the decision is appropriate. They may recommend that the Executive reconsider the decision. They may also be consulted by the Executive or the Council on forthcoming decisions and the development of policy.

There is a further committee which meets up to twice a year; the Joint Budget Scrutiny Committee. That Committee's purpose is to consider the budget proposals being put forward by the Executive and make any comments or recommendations. The committee is made up of all non-Executive members of the Council/

The Councils Procedure Rules state that each of the three main Scrutiny Committees should meet at least 4 times a year. During 2023/2024 the Scrutiny Committee met an average of 8 times.

Within each Scrutiny committee there can be a number of focussed working groups. Each Committee has a work plan detailing the matters being considered by the committee and future items.

Each Scrutiny Committee decides its workplan for the upcoming year, however throughout the year further items can be added to the plan, this can be through items being identified from the forward plan or by the agreement of committee members.

### **Training for Members**

The Council provides induction and ongoing training which is open to all members. This covers areas to help familiarise Councillors with each service area / directorate of the Council, as well as training aimed to support Councillors in carrying out their roles on Committees; Planning, Licensing, Audit & Governance as well as Scrutiny training. As well as the Committee focussed training, training sessions are provided in person, or on TEAMS and in some cases, through online modules on safeguarding, equality & diversity, treasury management, and on the member code of conduct. Additionally, where specific topical areas are identified within the year further training and briefings are provided, as well as Councillors being sign-posted to support available through the Local Government Association.

This year the Council invested in Scrutiny training from the Centre for Governance and Scrutiny. Two sessions were run, one for Chairs and Vice-Chairs and one for Scrutiny Committee Members (non-committee Members were also invited to the training.)

A one stop portal is available to Councillors where key training and other resources can be found; known as 'Memberzone'

## Annual Report of the Corporate Scrutiny Committee

**Chair - Councillor Daniel Cook**

**Vice Chair – Councillor Daniel Maycock**



Members (2023/24)	Appointed for municipal year	2022/23	Retirement from Committee
Daniel Cook (Chair)	May 2023		
Daniel Maycock(Vice-Chair)	May 2023		
Marie Bailey	May 2023		
Chris Bain	May 2023		
Lee Clarke	May 2023		November 2023
Rosemary Claymore	May 2023		
Gareth Coates	May 2023		
Stephen Doyle	May 2023		
Ben Price	May 2023		
Lewis Smith	November 2023		

### **Committee’s remit and function (Terms of Reference)**

The Constitution sets out the Committee’s remit which can be summarised as to provide effective scrutiny of the achievement of the Council’s strategic priorities by scrutinising the performance of the Executive. Particular areas of focus include reviewing and scrutinising matters relating to:-

- Forward Plan
- Quarterly performance reports
- Corporate plan
- Major Council led projects
- Investment Strategy
- HRA function
- Bi-annually review and scrutinise matters relating to the Local Authority Trading Company’s activities and performance

## **Chair's Overview**

The Committee met eight times in the 2023/2024 municipal year, one meeting that was scheduled for the 7<sup>th</sup> December 2023 was moved to the 20<sup>th</sup> December 2024.

During the past year, the Committee's main focus has been on the Council's performance, including specifically the financial performance of the Council through the Quarterly Performance Report which has been spotlighted within the report.

Cabinet Members and Officers were invited to attend meetings of the Committee to provide information and to answer questions on these areas.

The Committee has used the Council's Forward Plan to focus its work and to help identify areas which would either require pre-decision scrutiny and/or post implementation scrutiny.

The Committee undertook a robust scrutiny of actions taken by Officers and Members over recommendations made the Leaseholders working group.

A cross scrutiny working group was established to consider a number of items raised by all three Committees, in relation to Council Housing Repairs. The Housing repairs working group has already met and delivered a number of recommendations to Cabinet around damp and mould with more work to do around general repairs.

I would like to thank all members of the Committee, officers and other stakeholders who took part in these meetings for their valuable contributions during the year.

**Councillor D Cook**

**Chair**



### **Spotlight item – Quarterly Performance Report**

The Committee received the relevant quarter's draft report, and the meetings were normally attended by senior Officers and/or the Leader. Consideration was given prior to Cabinet's receipt of the report and a report detailing the Committees comments was added to the report to aid Cabinet in their consideration of the reports.

In addition to the quarter's highlights the following areas received scrutiny through the regular receipt of the QPR reports:

- Strategic Corporate Projects
- Financial Position
- Corporate Risk
- Audit
- Information governance and Comments, Compliments and Complaints

Following feedback from the Committee the layout of the report has been developed throughout the year.

During Scrutiny of the reports' the Committee requested clarification and asked questions around the Councils Financial Position including -

- How benchmarking was used within the Corporate Plan to measure performance?
- The improvement in corporate risk and how sensitive this was to change?
- Whether there was a 30-year projection of the Housing Revenue Business Plan?
- Clarification around the medium-term financial strategy?

The Committee also requested explanations around tenants' arrears, council tax support, Universal Credit figures, as well as questioning the expected outcomes of the new Neighbourhood Impact Teams and how Members could learn more and signpost users to the Councils Homelessness Hub?

The Committee ask questions around the Future High Street Fund project and asked for clarification around the decision to demolish the Peel café. The Committee highlighted the importance of ensuring good governance was in place around decisions in future to ensure that people are fully engaged.

Through the report the Committee acknowledged the work carried out by the team responding to FOI requests.

Further items were identified through the report for consideration on the Committees workplan including an item to look at the Councils budget and policy around managing trees.

The Committee endorsed the reports before they were presented to Cabinet.

The Committee also considered the following items:

1. **Local Council Tax Reduction Scheme (July and August 2023)**

At the July meeting the Committee received an update on the Council Tax reduction Scheme for 2024/2025, as the report was released late it came back to the Committee in August when they had, had more time to consider the report.

The Committee sought clarification around whether the armed forces Covenant had been included, the discretionary fund available, how many people with benefit from the scheme and what was being done in terms of money advice or green energy support.

Following the responses from Officers the committee agreed that they were in support of the scheme going out for public consultation.

2. **Housing Repairs Performance Update (June and July 2023)**

At the June 2023 meeting the Committee received an update from the Assistant Director Assets and the Portfolio Holder for Housing and Planning on the housing repairs performance statistics.

The Committee raised concerns around the number of repairs that were not put right on the first visit and highlighted that they felt the data in the report did not seem to represent the number of complaints that Ward Councillors were receiving. Further information was requested around the damp and mould process.

The Committee resolved to make a recommendation to Cabinet that would allow complaints to Members to be fed through the tell us process.

Following on from this meeting a further update on the Housing Repairs Services was brought to the Committee at the July Meeting where they were provided with performance data for a number of areas.

A working Group was set up to include Members from the other Scrutiny Committees to be led by Corporate Scrutiny under the title of Housing Repairs Working Group.

3. **Leaseholder Service Charges (October 2023)**

At the meeting on the 4<sup>th</sup> October 2023 the Committee undertook a review of the actions taken since recommendations had been made to Cabinet in February 2023 around Leaseholder Service Charges.

Officers attended to provide a timeline of events since the recommendations were made and to answer questions from the Committee on the progress made which included confirmation of the current situation; what urgent works had been carried out; and what communication had been made with leaseholders.

Following the report and the responses from Officers the committee highlighted:

- the importance of improving communication with residents particularly the elderly and vulnerable.
- the importance of strong governance arrangements being in place to support accountability so that the public can have confidence and trust in processes.

4. **Medium Term Financial strategy (October 2023)**

The Committee received an update on the Councils Medium Term Financial Strategy.

Considering the report, the Committee asked for clarification on a number of areas including; where assumptions within the report came from and whether the Council could keep anymore of its business rates. Concern was raised that the Council do not do enough long-term planning to secure the future of the Council.

Following Scrutiny two recommendations were made to be sent to Cabinet for consideration.

5. **Update on the Social Housing Regulatory Programme (November 2023)**

Further to the Spotlight item in 2022/2023 the Committee continued to monitor the Social Housing Regulatory Programme and received an update for endorsement in November 2023 before it was presented to Cabinet.

Clarification was sought by the Committee around what work was being done in terms of engagement other than dealing with complaints. The Committee also highlighted a concern in the increase in anti-social behaviour.

Following the responses from Officers the Committee were happy to endorse the recommendations within the report for Cabinet.

6. **Update on the Assure Implementation.**

Following on from the meeting of the Committee in March 2023, in February 2024, they received a further update on the implementation of the Assure project to migrate Environmental Health and Planning processes from M3 to Assure.

The Committee asked for clarification around the testing of the system; what would happen if they did not meet the de-support deadline for the licensing system and for the elements that would run beyond the deadline whether there was a plan in place for if support was needed.

The Committee endorsed the report but requested a briefing note with a progress update for their March meeting.

**Forward Plan consideration;** Over the year 2023/2024, there has been regular review of the Forward Plan at all meetings to identify areas which would either require pre decision scrutiny and /or post implementation scrutiny.

Working groups

**Housing Repairs working Group**

The Cross-Scrutiny working group decided to address damp and mould as its first item and a meeting was attended by officers where Members given an update on the inspection process and how damp and mould could occur.

Members of the group had the opportunity to ask the Officer questions before drafting three initial recommendations.

The recommendations were moved by the Scrutiny Committee on the 20<sup>th</sup> December 2023.

To be updated following March Meeting

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## 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 recommendations	Responses received
<p><b>4<sup>th</sup> October 2023</b></p> <p><b>1.a.</b> That Cross party write a letter to Government to lobby for a better position for long term strategic planning for the Council.</p> <p><b>1.b.</b> That the three Scrutiny chairs are invited on to the budget setting group.</p>	<p><b>26<sup>th</sup> October 2023</b></p> <p>No recommendations were moved however in respect of recommendation one: the Leader of the Council agreed that he supported the first recommendation for Cross party write to Government to lobby for a better position for long term strategic planning.</p>
<p><b>20<sup>th</sup> December 2023</b></p> <p><b>2.a.</b> To add additional resource to TBC repairs team; when a MLDINS code is inputted for a property a manual lookback at the history of repairs for that property be conducted to identify if this Damp and/or Mold has been a previous issue at the property, or for the tenant at a previous property.</p> <p><b>2.b.</b> That the Damp &amp; Mould inspection process become part of the repairs policy.</p> <p><b>2.c.</b> To ensure that vulnerable residents are prioritised when there are damp and mould issues within the home.</p>	<p><b>25<sup>th</sup> January 2024</b></p> <p>All recs agreed as long as in line with new housing regulations. Rec 3. Need to think about criteria of what constitutes vulnerable people</p>

## Members Attendance to be updated

Member	Number of meetings attended
Daniel Cook (Chair)	
Daniel Maycock(Vice-Chair)	
Marie Bailey	
Chris Bain	
Lee Clarke	4 out of 5

Rosemary Claymore	
Gareth Coates	
Stephen Doyle	
Ben Price	
Lewis Smith	
<b>Not including the meeting on the 20<sup>th</sup> December as this was added at short notice</b>	

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## Its Corporate Scrutiny Work Plan

Work Plan				
TARGET MEETING DATE	SUBJECT	DATE ADDED TO WORK PLAN	LEAD OFFICER	LEAD MEMBER
7 <sup>th</sup> March 2024	Leaseholder Insurance Policies	Requested 06.03.24	Paul Weston	PH for Housing and Planning
	Working Group Updates – Housing Repairs	Meeting 07.02.24	Paul Weston	PH for Housing and Planning
<b>Dates to be agreed</b>				
TBC	Quarter 4 2023/2024 Performance report		Zoe Wolicki	Leader of the Council

Items Considered/Recommendations to Cabinet/Further Action				
Date of meeting	Item	Action	Cabinet Meeting Date	Response from Cabinet /Any further action
20/12/23	Housing Repairs working Group	<p>1.To add additional resource to TBC repairs team; when a MLDINS code is inputted for a property a manual lookback at the history of repairs for that property be conducted to identify if this Damp and/or Mold has been a previous issue at the property, or for the tenant at a previous property.</p> <p>2. That the Damp &amp; Mould inspection process become part of the repairs policy.</p> <p>3. To ensure that vulnerable residents are prioritised when there are damp and mould issues within the home.</p>	25/01/24	<p>1. Agreed to add additional resource to TBC repairs team; when a MLDINS code is inputted for a property a manual lookback at the history of repairs for that property be conducted to identify if this Damp and/or Mould has been a previous issue at the property, or for the tenant at a previous property.</p> <p>2. Agreed that the Damp &amp; Mould inspection process become part of the repairs policy</p> <p>3.. To ensure that vulnerable residents are prioritised when there are damp and mould issues within the home.</p> <p>Cabinet asked that with regards to recommendation 3 there would need to be some work around specific wording as to what would constitute priority</p>
04/10/23	Financial Strategy	<p>Recommendation to Cabinet</p> <p>1.That cross party write to government</p>	26/10/23	No recommendations were moved however in respect of recommendation one: the Leader of

		to lobby for a better position for long term strategic planning 2.That the three scrutiny chairs invited on to budget setting group		the Council agreed that he supported the first recommendation for Cross party write to Government to lobby for a better position for long term strategic planning. In respect of recommendation two the Leader of the Council agreed that he would diarise regular updates with the three Scrutiny Chairs to Feedback on the budget process.
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Items Considered/No further action		
Date of meeting	Item	Action
27.07.23	Council Tax reduction Scheme 2024/2025	Referred back to Committee on the 8 <sup>th</sup> August 2023
27.07.23	Housing Repairs Performance Update	Endorsed report and Working Group Established
08.08.23	Quarter 1 2023/2024 Performance report	Endorsed the contents of the report
08.08.23	Local Council Tax Reduction Scheme 2024/2025 (Follow up from 27.07.23)	The committee agreed they happy for the scheme to go out for public consultation
04.10.23	Leaseholder Services Charges	No recommendations – Committee happy to close matter
16.11.23	Quarter 2 2023/2024 Performance report	Item called back to Committee on 07.12.23 when PH can be present (moved to the 20 December)
16.11.23	Update on Social Housing Regulatory Programme	Endorsed the five recommendations that went to Cabinet
20.12.23	Quarter 2 2023/2024 Performance report	Recommendations endorsed
07.02.24	Quarter 3 2023/2024 Performance report	Report endorsed
07.02.24	Update on Assure Implementation	Report endorsed – briefing paper requested for next meeting

Working Groups		
Set up date	Item	Notes
July 2023	<b>Housing Repairs Performance</b> <b>Members, D Cook, C Bain, B Price D Maycock, S Doyle, G Coates, R Claymore</b> R Kingstone, J Wadруп, C Dean, B Clarke (Non Committee)	<b>First meeting scheduled 11/11/23 – Damp and Mould</b> <b>07.03.24 Meeting – Housing repairs</b>



**Upcoming Corporate Scrutiny Committee Meetings**

Meeting dates:

7<sup>th</sup> March 24

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