

NON-CONFIDENTIAL



Borough of Tamworth

13 May 2024

Dear Councillor

You are hereby summoned to attend a **meeting of the Council of this Borough** to be held on **TUESDAY, 21ST MAY, 2024** at 6.10 pm in the **TOWN HALL, MARKET STREET, TAMWORTH**, for the transaction of the following business:-

AGENDA

NON CONFIDENTIAL

- 1 Apologies for Absence**
- 2 Mayor's Cadet**
- 3 To elect a Mayor**
- 4 To elect a Deputy Mayor**
- 5 To elect the Leader of the Council**
- 6 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.

- 7 To receive the Minutes of the two previous meetings (Pages 5 - 20)**

To receive the minutes of the two previous meetings on the 11th March 2024 and the 19th March 2024

- 8 To receive any announcements from the Mayor, Leader, Members of the Cabinet or the Chief Executive**
- 9 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
- 10 Appointment of Cabinet and Allocation of Responsibilities**

To receive the Membership of Cabinet for 2024/25 and the Allocation of Responsibilities
- 11 Appointment of Committees**

To receive the constitution and Membership of Committees for 2023/24
- 12 Appointment of Committee Chairs**

To receive details of the proposed Chairs
- 13 Appointment to Outside Bodies**

To receive the updated Outside Bodies List 2023/24
- 14 The Local Authorities (Executive Arrangements) (Meetings and Access to Information Regulations) 2012 (Pages 21 - 26)**

(Report of the Leader of the Council)
- 15 Annual Report of Audit & Governance Committee 2023-24 (Pages 27 - 34)**

(Report of the Chair of the Audit and Governance Committee)
- 16 Annual Report of the Scrutiny Committees 2023-24 (Pages 35 - 64)**

(Report of the Chairs of the Scrutiny Committees)
- 17 Calendar Of Meetings - 2024-25 (Pages 65 - 76)**

To receive the calendar of the Council and Committee meetings for 2024/25
- 18 Exclusion of the Press and Public**

To consider excluding the Press and Public from the meeting by passing the following resolution:-

“That in accordance with the provisions of the Local Authorities (Executive Arrangements) (Meeting and Access to Information) (England) Regulations 2012, and Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during the consideration of the following business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 2 of Part 1 of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public”

At the time this agenda is published no representations have been received that this part of the meeting should be open to the public.


19 Nomination Received - Honorary Freeman Of the Borough (Individual)
(Pages 77 - 86)

(Report of the Chair of the Nominations and Grants Committee)

20 Nomination for Honorary Alderman (Pages 87 - 96)

(Report of the Chair of the Nominations and Grants Committee)

Yours faithfully



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 19th MARCH 2024

PRESENT: Councillor J Harper (Mayor), Councillors D Maycock, P Turner, T Jay, C Adams, C Bain, B Clarke, L Clarke, G Coates, C Dean, L Wood, D Cook, R Claymore, T Clements, A Cooper, S Daniels, S Doyle, R Kingstone, J Oates, B Price, R Pritchard, L Smith, M Summers, P Thurgood and J Wadrup

The following officers were present: Andrew Barratt (Chief Executive), Nicola Hesketh (Monitoring Officer) and Tracey Pointon (Legal Admin & Democratic Services Manager)

90 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors S Smith, P Thompson M Bailey, J Jones and G Coates

91 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

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

The Mayor made the following announcement

I would like to mention, I'm sure some of you would have seen the Offa procession through the town at the weekend. I would like to put it on public record that in my opinion it was one of the greatest, finest parades and one of the most worthy things that we have done for a good many years. There was so many smiling faces round to the Town as we processed, there was a fantastic performance by the Thegns of Mercia re-enactment society in the church and they were doing the re-enactment of Offa signing the various deeds and records in Tamworth and I can't begin to think how much better it could have been. I think congratulations are certainly in order to Lara Rowe, who was mainly behind organising and everyone who was involved, the Church the Civic Society and thanks for putting on a really good show.

Tonight marks the final appearance of our esteemed Chief Executive Mr Andrew Barratt, he is leaving to take up retirement in the Isle of Wight and I'm sure that we all feel the same that we are going to miss a man who is respected throughout the Council whether that be by Councillors, Officers, or anyone else involved. He is a thoroughly knowledgeable, modest, sagacious man we will miss his advice and his lovely smiling personality, I have never known him not be able to smile. He's always got a smile on his face always optimistic, incredibly helpful and admired by everyone, I'm sure. We are going to miss him terrifically not only for his personality but for his integrity, personality and he is a thoroughly decent nice man who is incredibly good at his job.

Councillor D Cook

It would be remiss of me not to speak this evening on the matter you have just raised, as the Leader of the Council who originally signed Mr Barratt's original contract of employment as Chief Executive. I recall when the previous CE Tony Goodwin was announcing his intention to retire Mr Barratt said to me he had no ambition to be Chief Executive of this Council, none whatsoever. What was really strange was at the time as Assistant Director Mr Barratt was in control of Marmion House. Utter control, when I say control, he decided who sat in what office, which department had which floor, and on the 8th floor were all the Assistant Directors were and in the smallest office up there Mr Barratt was in. You are in control of the entire building, and you give yourself the smallest office on the floor. I walked down the corridor when I found out Mr Barratt wasn't intending to apply to be the next Chief Executive and I sat in his office and I said what the hell do you think your're doing, he said I have no ambition for this, after about 30 minutes his application went in for Chief Executive and he came for an interview and it was the best interview and that's why he's Chief Executive, phenomenal interview, laid out what his intentions were, the things he believed needed to change the things that needed to stay the same. And as we know in 2017 he became Chief Operating Officer, when we trialed a new procedure which was a dual Chief Executive and Deputy Chief Executive almost sharing the role. However, they then went away reorganised how they wanted to design the council and the structure. They came back and said we want to change it and I said if that's what you want then to do it. Because I've always believed if you don't trust your senior officers what are we doing. They put a structure together that took us forward and I've always believed in Andrew, he was a phenomenal Chief Executive. There's two officers of this council we have had some fantastic officers over the years, but two have massively stood out for me, one was Tony Goodwin, when I was first elected it was said if its broken give it Tony Goodwin and when I became Leader I made Tony Goodwin, Chief Executive and that mantle was taken by Andrew Barratt, if it's broken give it Andrew Barratt, guess what happened he became Chief Executive. Some of my favourite ever conversations with Andrew have always ended like this, Danny do you want me to make this go away. Not as in hide it, not as in let's cover it up, as in do you want me to make this just stop being the problem, yes please Andrew and never heard anything about it again because it genuinely went away, again not as a cover up as in proper management, as in I'm going to deal with this now. And that's why he's been an exceptional Chief Executive and that's why Tamworth as developed so well under his guidance. I'm going to miss Andrew massively, it's quite strange Andrew joined the council one year before I was first elected, this is also my last council

meeting I intend not to re-stand, so you've got one year on me Andrew, but it's been a pleasure over those years working with you. I remember when I was first made a cabinet member by Cllr Oates in 2006, I was quickly running around, its strange being a cabinet member for the first time it's like you'd passed a job interview and you arrive for work on the first day nobody tells you where your desk is, nobody tells you what your role is you just have to figure it out. Andrew grabbed me by the back of the neck and said right son this is what you need to be looking at, this is what you need to be doing. I'll always thank him for that, he took me forward and anything I've ever achieved in this Council was from the guidance of Andrew and Tony but especially Andrew, he was the first one to grab hold of me and say, stop, think, read your papers, understand what you're asking, and I'll always thank you for that.

Leader of the Council Councillor Thomas Jay

I've not known Andrew as long as some of the others here, but he has served the town for 21 years and done an amazing job. I've worked closely with him the last year and have found him to be rational, level-headed, gives sound advice to the Leader which is important to the Leadership and genuinely cares about the town he serves, and I want to wish you and your wife many happy times in the Isle of Wight and thanks for everything.

I would also like to thank Cllr Cook. Anyone that serves the Town knows it's a hard job and you have done it for 20 years and deserves a thank you.

Councillor J Oates.

Councillor Cook as already suggested that Andrew was here a year longer than yourself, I was already here when Andrew arrived, I remember Andrew coming to the authority at the time when the then Labour controlling group were looking at Housing Repairs we went through the process of outsourcing. If you want to put it that way, the DSO which was our own in-house repairs team. Andrew did an audit of the service, and the outcomes of that audit included the outsourcing of that team. The reasons are well documented and we can look back if we want to.

What Andrew did then was possibly under anticipated the problem that he created, because the new company that came in were too successful and in 2005 we were looking at a 1.2 million pound over spend in housing repairs and the Assistant Director and the Director at the time told me that we've got this over spend with 1.2 million pound and Councillor Cook came up to me at the time and said we need to buy more chemicals for the pool at peaks and it's going to cost a couple of grand I went Danny I've just found out there is a 1.2 million pound hole in housing repairs go and buy your chemicals I'm a bit distracted.

So we went to Andrew in the way that Councillor Cook explained, if you want a problem going away take it to Andrew and we took it to Andrew. Everyone's panicking what to do about this projected 1.2 million quid and Andrew phoned up the housing repairs company and went stop repairing things please. Let's have a chance to review it and guess what they stop repairing things we stopped paying them, we were able to navigate our way through that simply by taking the common-sense approach.

So obviously Andrew's gone on to great things since then and there's a privilege that only Leaders have T Jay would have experienced this and Paul Turner. Danny and I have and that is you end up spending lots of time in cars or in meetings or commuting with Chief Executives, and the great thing about Andrew is his professionalism but also he's a personal individual. We could talk about things like the GPS LEP, the Combined Authority, you know huge projects and at the same time on the train we're talking about too good to go Apps and whether he could get food on his way to the Isle of Wight that weekend cheap by pre-ordering it. You know it was that personal involvement that Andrew brought, professional but also personal and it's a result of that there was always a context to discussions so his professionalism, his history in the building industry you're able to sit there and have a proper discussion from both sides of the spectrum and I'm not going to say Andrew swore a lot but he certainly did say to me a number of times something to do with oars on a boat or I'm sure it was rowlocks. Andrew and I shared a number of different hobbies I wasn't involved to the extent Andrews was but we both used to sail so we're able to have those conversations. I remember standing there in his office in 2004/2005 to talk about stock transfer with a potential housing stock, what Andrew and I would talk about was whether you could get a photo of Ventura Park at night from the top of the block of flats because we were interested in photography. So, I think what Andrew has brought is a sense of Personality to the role of Chief Exec, I'll miss some of those discussions. We do need to go for a pint but you've done a sterling job at the different roles and like Councillor Cook said if you want something going away you take it to Andrew and Andrew fixes the problem and that's what he's done successfully for over 20 years so thank you very much for everything you've done Andrew and I wish you all the best in your retirement and don't get too tempted to get involved in local politics in Isle of Wight.

Councillor R Pritchard

When I started as a young whipper snapper there were many things I always considered the constant in the council chamber and in this authority. You always expect them to be there, the only sort of consistent thing with those over the years is they tend to disappear and there are members on the opposition side members on our side that are no longer here but when I think of the authority I think of those people being around still and the same's true for many officers and Andy is one of those. You know it doesn't matter how long I've been involved in local politics but I'll always associate Andy Barratt with the Council and the Council with Andy Barratt. Andy started, as mentioned not long before I was elected so I kind of feel you know as an officer going through the ranks and remember going through the ranks, we've been on a journey together and got up to all sorts of, should we say completely legal adventures we've never broken any rules to do the right thing for the town but I think that's speaks testament to Andy because Andy was never an officer that would let red tape get in the way of doing the right thing if something needed doing he would get it done, and it is a testament to good Local Government Officers, Andy always knew what was best for the town, he was always there to give sage advice, always there to give good counsel and as far as I'm concerned he's a model Local Government Officer.

Andy always understood the bigger picture, always knows the value of the destination we were getting to. The BMX tracks springs to mind as a project again, you know something that red tape wouldn't get in the way of, so I had a great idea let's build a Let's build a BMX track on land we don't own, with no funds to do so, no in house how else expertise. But without Andy's help that project would never have happened because Andy was invaluable in navigating the obstacles, suggesting ideas and things to look at and making some of the red tape go away so we could deliver these great projects for Tamworth and that's an outlook Andy's always had.

I want to thank you for that for the attitude you've brought to local government, and you really have made a difference to this town, you've made a lasting difference that you should be proud of. It's very sad to see you go, not only is this authority in this town is losing a very competent officer we're losing a huge amount of knowledge and those that will be around for a long time will know the things that Andy has been around to help deliver, to help develop, to help drive and all the little things that we've all forgotten that Andy knows about and that knowledge gap will be a big blow to this Council, but you know you've very much earned your retirement and the please do enjoy it and we will miss you

Councillor Doyle

I echo everything that's been said in this chamber tonight. When I first started on Cabinet you were my first officer for the portfolio and I think we got on really, really well. You've been a great bloke to work, with whenever I needed to contact you you've always been there for advice, and I've learned an awful lot from you and from other members in the council as well. I've had a great time working with yourself and I will miss you and I hope you all the best for the future.

Councillor C Dean

I can't hope to speak with the length of Councillor Oates and Councillor Cook, I've only been working with Mr Barrett for around 9 or 10 months, but that time has been very educational, I'm very grateful for the way that you've dealt with us. I have a bit of sadness about the knowledge that we will lose when you go you know when somebody's been here for that length of time that knowledge is invaluable and it can't be replaced, it takes a long time for somebody else to put that in place. I'm quite sad that you won't be around to see the town centre come to fruition, the work that you've started there. The other thing I'd like to say is that as nice as you've been to me and how courteous you've been to me you did make me cry on International Women's Day, the speech that you gave, it was very very emotional and it was lovely to see that side and see the human side of you so thank you for that and I wish you well and hope you and your wife enjoy the Isle of Wight, I'm sure it's got to be better weather hasn't it than here.

Response from Chief Executive Andrew Barratt

Unusually for me I have absolutely nothing prepared. I wasn't expecting that and yes, it's a big day for me and a big sort of couple of weeks really. I've really really

enjoyed my time here (I would say that it's being televised) but you know it's a magical place. As some of you have known me for the length of time I've been here you'll know I came here for a couple of years because the job sounded interesting and 21 years later I'm still here. There's something about Tamworth that is absolutely magical and special. I've really enjoyed my time here and I've been fortunate to progress throughout the authority. We've got some great people in your authority; the staff make this work. You're a good bunch of members if I can refer to you that I don't know what the collective is for members but you know regardless of your political differences when it matters you've always made the right choice and I think that is important. And as Chief and a senior officer that's really important to know that we've got that level of sort of workability between ourselves.

And international women's day yes, I got quite emotional myself, a subject very close to my heart so I am human (ish) but thank you all for your wonderful comments. Tamworth is in a great place, and from Stephens point, I know he's watching us (the incoming chief) I know he's got a task to do over the next few years and you will all get there with him.

93 QUESTION TIME:

QUESTIONS FROM MEMBERS OF THE COUNCIL NO. 1

Under Procedure Rule No 11, Councillor R Pritchard will ask the Leader of the Council, Councillor Thomas Jay, the following question:-

We are suffering from a serious issue in my ward, we are seeing raw sewage spew out of a manhole on the Ashby Road whenever it rains. It's clear this is caused by water flow from the new Arkall Farm development. Will the Leader, and this council, join me in calling for Severn Trent Water to fix this issue and prevent more raw sewage from running into drains, watercourses and the adjacent River Anker.

The Leader Councillor T Jay gave the following response

Thank you, Cllr. Pritchard for bringing this question to Full Council, and well done on your campaigning to get this issue resolved for residents.

I'm sure that your hard work on important issues like this won't go unnoticed by the residents of the Spital Ward.

I thoroughly agree that this is a serious issue.

Children have been witnessed crossing nearby and getting splashed by this sewage whilst waiting to cross the road. It is extremely serious.

I will ask that Tamworth Borough Council's CEO writes to Severn Trent Water on behalf of the Council and your residents asking them to address this issue with urgency.

If this doesn't get action, I would suggest that we try and get the nearby developers, planning for Lichfield & Tamworth, and Staffordshire County Council together as interested partners with Severn Trent Water.

Thanks again for bringing such an important issue to Full Council.

QUESTIONS FROM MEMBERS OF THE COUNCIL NO. 2

Under Procedure Rule No 11, Councillor R Pritchard will ask the Portfolio Holder for Housing and Planning, Councillor S Smith, the following question:-

It's been confirmed that an appeal has been submitted by developers looking to build houses on land behind Browns Lane. Will the Leader reassure me that the council will make a robust argument to the Planning Inspector and continue to resist this development?

Response was provided by the Leader of the Council in Cllr Smith's absence

Thanks again for this question. I know that you have campaigned hard on this issue over many years.

I'm sure many will remember the campaigning you did against the Browns Lane One and Arkall Farm developments.

This resulted in significantly fewer properties being built on our borders than previously planned – a massive win on behalf of residents, not just in your Spital Ward but across Tamworth as it would have impacted us all.

Regarding this specific development, I can confirm that discussions have already begun by Tamworth planning officers with the neighbouring authority Lichfield planning officers to coordinate appeal activity.

As Leader of our Conservative Group, I'm committed to fighting for what is right for our town and I know our group is also fully committed to this.

I therefore strongly support Cllr Pritchard's view that a robust argument should be made, and you have my word that it will be.

QUESTIONS FROM MEMBERS OF THE COUNCIL NO. 3

Under Procedure Rule No 11, Councillor M Bailey will ask the Leader of the Council, Councillor T Jay, the following question:-

Would the Leader agree that the sale of the Council land to Staffordshire County Council for the construction of a care home is a positive strategic step towards our Town being fit for the future?

The Leader Councillor T Jay gave the following response

Our town is lacking in provision for care home space for our elderly residents.

I therefore totally agree with Cllr Bailey that this is a positive strategic step in ensuring our town is fit for the future.

This brings a plot of land that has been unused for years back into use, brings in a significant capital receipt into the Council for future projects and gives us a new care home to be better prepared for our elderly residents.

Excellent news and another example of a positive step in the right direction for our town under this Conservative administration.

QUESTIONS FROM MEMBERS OF THE COUNCIL NO. 4

Under Procedure Rule No 11, Councillor A Cooper will ask the Leader of the Opposition, Councillor C Dean, the following question:-

Given the Leader of the Oppositions many references to the term “forgotten estates” , can I ask that she clarifies where these places are within the Borough and given the Labour group have also stated that the council is in a terrible financial position, if that is the case what services would Labour be cutting to ensure that these estates weren't forgotten, if they were ever to take control?

Councillor C Dean gave the following response

Thank you for giving me the chance to highlight the problem of the Forgotten Estates, I'm just surprised that you need to ask where they are. Just in my ward Councillor Daniels and myself regularly hold residents surgeries and at our monthly surgeries we have a group of residents who come regularly to highlight the problems on the Estate of the area around Dorma Avenue and Councillor Harper will be able to confirm this as they've also spoken to him about it. I'll be happy to let you have a list of the areas, I've got about 50 photographs here we've taken and that's just what I've put together this afternoon. My colleagues I'm sure you know because they've also spoken on it and have been working on this as well and just as an aside I did find it amazing after raising this issue at the state of tamworth last week I actually had a roads sweeper outside from my house last Wednesday which was I haven't seen before.

On your second point with regard to the council finances, we've been told every meeting regarding the budget setting that there will be problems in the next few years, it's not something that hasn't been highlighted to us so we will take the time to speak with Becky Smeathers and her team who I know we're already working to overcome the problems that have been highlighted. We will speak with the

Chief Executive, Directors and their teams to see if there are any efficiencies that can be made. The Conservative group are as aware as us that local authorities are all facing challenging times with their budgets but as I have continually stated our focus will always be with the residents and their wellbeing.

Councillor Cooper asked for clarity on the second part of the question

I don't feel the second part of the question was answer Mr Mayor, I'm afraid there was nothing in there to say, where there would be cut's in order to address those issues

Councillor C Dean responded

If we were to take control in May like every responsible administration we'd have a proper look at the books and probably make some different choices based on different priorities and values always for the benefit of the people that the town but as a say like all councils up and down the country it'll be in the context of chronic underfunding year on year from this tory government. It would be really irresponsible of me to give you a list of things without knowing the full facts and nobody in the right mind would ever do that.

Supplementary

We have got our budget and we've got our priorities, because we remember who we're represented. So, in that case, why didn't the opposition leader of the council propose an alternative budget at budget scrutiny. Instead, they voted for our budget, it was a brilliant balance project Mr Mayor but why didn't you propose an alternative budget at budget scrutiny that we could have looked at and voted on, why weren't these issues brought in there, I just find it really strange.

Councillor C Dean gave the following response

We've highlighted these things time and time again as we said at the budget meeting it was bought through it was a balanced budget there was no reason for us not to vote for it We're a new group, we're looking at the way things are run. We will be looking at ways going forward whether we are in control or not because we have the experience now, we've had a good tutor in Councillor Cook in how scrutiny runs and how to question things and I just find it amazing that you think we could make a difference in this amount of time and we could change around what you've done. I will say one thing we do seem to have changed something because it seems that since we've been highlighting this there is now some extra money in the budget for street scene so it sounds as if you've been listening to us. What I would like to say though is street scene is fabulous and we are so grateful for the work that they do and we know how hard they work but it just seems that there's underfunding there and they needs to be a review of how that goes

QUESTIONS FROM MEMBERS OF THE COUNCIL NO. 5

Under Procedure Rule No 11, Councillor P Turner will ask the Portfolio Holder for Engagement, Leisure and Events, Councillor T Clements, the following question:-

As we plan events within Tamworth Borough, does the Portfolio holder agree the events organised and delivered by Tamworth Borough Council, fully supported by the Controlling Group, not only deliver a positive financial impact on local businesses across the town centre, but many none financial benefits to the good people of Tamworth in general?

Councillor T Clements gave the following response

Yes Cllr Turner, Tamworth Borough Council run a wide range of events and activities for the residents of Tamworth to engage in and support visitors into the town centre, which support an increase in footfall in the Town, which also have the potential added benefit of support to local businesses, along with supporting the wellbeing of our residents too.

As fellow Members will be aware the Council run and support a wide range of large-scale events, business events, light ups of the castle and events run from the castle through to supporting community led events like the Royal British Legion, Armed Forces Day.

In some surveys and data collated by our Economic Development team 74% traders and businesses strongly agree and agree that footfall of the market is higher when there is a big event held at the Castle/Castle Grounds.

And a stakeholder survey identified main attractions / destinations and the Tamworth programme of events as key strengths for the tourism and visitor sector in Tamworth.

Anecdotally we have also recognised that our events bringing circa around 500 pounds in extra car parking charging charges when the residents pay. We need to understand as well that the weather has an impact on the events that we can do and it's just been announced that we've had the wettest February on record of the last 200 years. I've got plenty of data if you wish to have that. But we also need to remember that events are good for mental health and being outside, St George's Day, We Love Tamworth events brings charity groups together to be able to raise a little bit of money to keep them going for the future.

QUESTIONS FROM MEMBERS OF THE COUNCIL NO. 6

Under Procedure Rule No 11, Councillor L Wood will ask the Portfolio Holder for Housing and Planning, Councillor S Smith, the following question:-

What are the current figures on homelessness in the Borough, and what is the Council doing to tackle this pressing issue?

The Leader answered the question in the absence of Councillor Smith

Thank you, Cllr L Wood, for your question, I am delighted to provide the information as this topic goes to the heart of supporting vulnerable people and has been the subject of several Cabinet and Scrutiny considerations in the last couple of years.

- If Cllr Wood is referring to those households who are in temporary accommodation and have presented as homeless then Tamworth continues to have single figures in bed and breakfast (emergency nightly paid accommodation). As at 18th March we have 22 families in self-contained dispersed accommodation. This contrasts sharply when benchmarked with our peer groups who have in-excess-of this. For example: Joint working with Birmingham City Council has shown they have almost 4,000 in temporary accommodation of which around half of this are in nightly emergency B&B. Again, evidence that Tamworth supports homelessness prevention.
- From the discussions at H&W Scrutiny and reflecting in the Cabinet reports' on the 14th December 2023 [SWEP](#) and the [HOME HUB](#) updates were heard on this. If you are interested in what the Council is doing in detail, then I would urge you to look through the Council's Homelessness and [Rough Sleeping Strategy 2020 – 2025](#) as Cllrs will see that the causes of homelessness are clearly understood and the actions an improvement plan is focused on making a difference tackling these issues.
- I can summarise some of the headlines which have contributed to supporting this vulnerable client group.
The launch of the HOME hub in collaboration with key partners across Tamworth seeing around £200,000 invested in face-to-face support through a multi-agency approach. HOME – Branded by our lead partner:

Holistic help to stabilise housing problems.

Outreaches within communities working towards positive outcomes.

Multi-Agency approach, one hub for all issues

Empowering and enabling people to build resilience and a better future.

Clients can call for more information if they are worried about losing their home then call the Tamworth FREEPHONE Telephone Support Line 0808 175 4041”

CAMMS (Citizens advice Mid Mercia – lead partner) CT CIC, NO 8, Home start, Betterway recovery all provide early intervention across a range of issues such a debt, employability, health and wellbeing aspirations and social prescribing.

We also have:

- Continued work with the Heart of Tamworth on our Severe Weather emergency Protocol (SWEP)

- Trained mediators within the team to facilitate and prevent family break downs
- Cross working with the Private sector team to engage with Private landlords
- Maximising a wide range of Housing options in relation to specialist support, for example pathways, TCHA
- Direct investment in Eller beck and Chestnut, providing 20 units within the Council stock of specialist support for 18- 25 year olds.
- A continual focus and commitment on the Council's Allocation policy and efficient management of the Housing register as approved last week by Cabinet on the 14th March 2024, showing that waiting times to move into the Council's own stock across general needs continue to reduce.

Supplementary

I agree a lot is done by voluntary groups, charity groups having spoken to them Government data from July – September last year shows that 43 households were classed as homeless and 38 were threatened with homelessness. One charity state that in the last 12 months 207 had no fixed address 56 of those were children, other local charities have stated that they have dealt with 267 people in the last year who presented themselves as homeless. I am just wondering how the figures are so different when it comes to what local charities say. I'm not saying we are not taking it seriously but when you say single figures and local charities say different, I am just seeking clarification.

Response

You refer to charity and volunteer groups as if they do it themselves the council supports a lot of those groups, so it is a joint exercise. The figure at the moment up to 18th March is around 22 families, that doesn't mean they are the only 22 families for the whole year, others will come in, others will have gone out so there will be more than the 22 throughout the year rolling but at the moment its 22 and its around that figure and its not significantly higher than that at any point in the year. I thought you may have gone into rough sleeping which we have talked about in the last year but pleased you have kept it to homelessness.

94 PAY POLICY STATEMENT

Report of the Leader of the Council to report details of Tamworth Borough Council's Pay Policy Statement so that statutory guidance set out in S38 of the Localism Act is adhered to. In addition, the Gender Pay Gap report is also included for consideration and approval.

RESOLVED That Council

approved that the Pay Policy Statement 2023 for adoption and publication with the Localism Act 2011.

(Moved by Councillor T Jay and seconded by Councillor R Kingstone)

Cllr Dean thanked the Officers for all the work that was put into this report

95 TAMWORTH BOROUGH COUNCIL FRONT DESK SERVICE

The report of the Leader of the Council to provide an overview of current service provision and outlines several options for future consideration of the council's customer service offer for Tamworth residents. The report also provided an update on work completed to date as well as an update regarding disposal and future utilisation of Marmion House.

Recommendations That Council

1. Agreed that Officers explore options for a town centre location and delivery model to provide long term face to face customer services for Tamworth Borough Council, supporting the strategy to dispose of Marmion House.
2. Agreed that face to face customer services will continue to be provided through Tamworth Information Centre at the Assembly Rooms whilst options for the future location and delivery model are identified and evaluated; and
3. Agreed that Front desk services at Marmion House will remain closed.

(Moved by Councillor T Jay and seconded by Councillor A Cooper)

Councillor R Kingstone moved the following amendment.

Agree the three recommendations in the report but add in a fourth recommendation:

That a fully costed proposal is presented to this Council at the first meeting in the autumn for this council to consider and agree a way forward to be implemented in financial year 2025/26

(Moved by Councillor R Kingstone and seconded by Councillor J Wadrup)

The amended motion was then withdrawn

Councillor D Cook moved the following motion

To amend recommendation 1 to read

Agreed that Council commits Officers to explore options for a town centre location and delivery model to provide long term face to face customer services for Tamworth Borough Council, supporting the strategy to dispose of Marmion House.

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

Councillor R Kingstone moved the following motion

Under rule 4.14.10 (d) that the question now be put

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

A vote took place 10 votes for and 14 against. The motion was not carried.

Following a remark by Councillor M Summers stating that some Councillors had lied to the public about there being no front desk, Councillor Kingstone asked that the Councillor withdraw the word lie from his statement. Councillor Summers changed his statement and withdrew the word lied and changed to mislead the public.

Resolved That Council

1. Commits officers to explore options for a town centre location and delivery model to provide long term face to face customer services for Tamworth Borough Council, supporting the strategy to dispose of Marmion House.
2. Agreed that Face to face customer services will continue to be provided through Tamworth Information Centre at the Assembly Rooms whilst options for the future location and delivery model are identified and evaluated; and
3. Agreed that Front desk services at Marmion House will remain closed

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

The Mayor



MINUTES OF A MEETING OF THE COUNCIL HELD ON 11th MARCH 2024

PRESENT: Councillor J Harper (Mayor), Councillors D Maycock, T Jay, C Adams, C Bain, B Clarke, L Clarke, G Coates, C Dean, L Wood, D Cook, M Bailey, R Claymore, T Clements, A Cooper, S Daniels, J Oates, B Price, R Pritchard, S Smith, L Smith, M Summers, P Turner and J Wade

The following officers were present: Andrew Barratt (Chief Executive), Nicola Hesketh (Monitoring Officer) and Tracey Pointon (Legal Admin & Democratic Services Manager)

85 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors S Doyle, J Jones P Thompson, P Thurgood & J Wadrup.

86 TO RECEIVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 27th February 2024 were approved and signed as a correct record.

(Moved by Councillor L Wood and seconded by Councillor A Cooper)

87 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

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

The Mayor made the following announcement:

I would like to give my thanks all who attended the recent civic ball, I would look particularly like to thank Tracey Pointon without whom nothing would have happened and I can't thank you enough. We did have guests from Bad Laasphe it was fantastic to meet up with them. We had Civic guests from all over Staffordshire, our MP Sarah Edwards, representatives of Tamworth Borough Council, former Mayors, Church and Civic Society representatives, guests from various businesses including Probus, Arts Groups, hospitality venues and even

the former editor of the Tamworth Herald my own boss Gary Phelps was there. I would like to pass on my own particular thanks to everyone at the Assembly Rooms the magnificent, the meal, the staff were courteous, smiling, efficient and absolutely top of the game. Everyone has my grateful thanks for making it such a splendid evening.

Councillor Danny Cook made the following announcement.

From Monday 11th March 2024 the Leader of the Independent Futures Group will be Councillor Ben Price.

89 STATE OF TAMWORTH DEBATE

The annual State of Tamworth Debate provides members with the opportunity to look back at the work of the council over the last 12 months and discuss plans for the future, whilst considering public feedback gained through consultation exercises.

It gives members the chance to comment on the council's vision and priorities and the work that is ongoing in each of the main areas of focus.

Motion was moved to increase the debate from 5 minutes to 10 minutes for each Councillor

(Moved by Councillor T Jay and seconded by Councillor A Cooper)

This Motion was not carried

A motion was moved that the Council thank all volunteers in Tamworth.

(Moved by Councillor R Pritchard and seconded by Councillor B Price)

Motion was carried

There were no further recommendations moved during the meeting

The Mayor

Tuesday 21st May 2024**Report of the Leader of the Council****The Local Authorities (Executive Arrangements) (Meetings and Access to Information Regulations) 2012****Exempt Information**

None

Appendix 2 - This Executive Decision is not available for public inspection as it contains or relates to exempt information within the meaning of paragraph 3 of Schedule 12A to the Local Government Act 1972.

Purpose

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) Regulations 2012 specify and require *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 together with a summary of the matters in respect of which the decision was made.

Recommendations

That the Council endorse the Annual Executive Arrangements Report.

Executive Summary

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) Regulations 2012 came into force on 10 September 2012 making provision for public access to meetings and to information relating to decisions of local authority executives and their committees and access to documents where executive decisions are made by individual members or officers.

The regulations require a document to be published of key decisions (a decision likely to result in the local authority incurring expenditure, which is, or the making of savings which are, significant having regard to the local authority's budget for the service or function to which the decision relates) with 28 days' notice of an intended key decision whether it contains exempt information or not as the case may be. As the Council already produced and published a forward plan it retains this document adding additional information in terms of the regulations to ensure compliance. There are also regulations to deal with general exceptions and cases of special urgency including publicity requirements in relation thereto.

The regulations also impose a requirement on the executive leader to produce an annual report to the authority to demonstrate that the Executive is using its powers appropriately and complying with the regulations particularly in relation to urgent executive decisions.

Regulation 19 places an obligation on the executive leader to submit one report annually to the authority to include particulars of each urgent executive decision made and a summary of the matters in respect of which each decision was made. Since the regulations came into force on 10 September 2012, for the period 01 May 2023 until 30 April 2024 I can confirm that two such decisions has been taken by the executive under regulation 11, cases of special urgency. This is detailed in **Appendix 1**

Resource Implications

Implementation of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) Regulations 2012 has no additional resource implications for the authority. Democratic Services have taken steps to ensure full compliance with the statutory provisions thus maintaining high standards of good governance.

Legal/Risk Implications Background

The authority continues to have in place measures to ensure compliance with the Regulations by utilising existing software and publishing on the website a document, as required in terms of the said regulations, which is have named the Forward Plan.

Environment and Sustainability Implications (including climate change)

It is essential that the executive operate in a lawful, open and transparent manner embodying good governance and leading the Authority and setting examples as a consequence.

Background Information

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) Regulations 2012 and the Coronavirus Act 2020.

Report Author

If members would like further information or clarification prior to the meeting please contact Rob Barnes, Executive Director Communities

List of Background Papers

None

Appendices

Appendix 1 – Update to Committee Places

Appendix 2 – Castle Update

Notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 Paragraph 10;

The making of the decision to update changes to committee places which was due to be made by Council on 23rd May is urgent and cannot reasonably be deferred because the council's committee membership needs to be agreed so that the formal council annual diary can be implemented.

Tamworth Borough Council is therefore unable to comply with the requirements under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 Paragraph 10 in respect of Publicity in connection with the intention to make a key decision.

Tamworth Borough Council has taken the following steps to comply with the requirements under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 Paragraph 10 in respect of the general exception

1. The Proper Officer (Deputy Chief Executive) Anica Goodwin, can confirm that the Group Leaders, Councillor P Turner, Councillor C Dean and Councillor D Cook and Independent Councillor R Kingstone, have been notified in writing of the need to allocate Councillor Ben Price to sit on Audit & Governance Committee, Councillor D Cook to sit on Planning and Councillor T Jay to sit on Statutory Officer Conduct Committee.
2. The Proper Officer (Deputy Chief Executive) confirmed that the Chair of the Scrutiny Committee, Councillor D Cook has been notified in writing of the need to allocate Councillor Ben Price to sit on Audit & Governance Committee, Councillor D Cook to sit on Planning and Councillor T Jay to sit on Statutory Officer Conduct Committee.
3. The Proper Officer has ensured that at least 5 clear days will have elapsed from the date of this notice prior to the decision been made on Tuesday 18th July
4. The Proper Officer has made arrangements for this notice to be made available at the Council Offices at Marmion House, Lichfield Street, Tamworth, B79 7BZ and on the Council's website;

[Notices under The Local Authorities \(Executive Arrangements\) \(Meetings and Access to Information\) \(England\) Regulations 2012 | Tamworth Borough Council](#)

I am therefore satisfied that The Local Authorities (Executive Arrangements) (Meetings and Access of Information) (England) Regulations 2012 paragraph 10 has or will have been complied with.

Signed

A handwritten signature in black ink, appearing to read 'Anica Goodwin', with a long horizontal flourish extending to the right.

.....
Anica Goodwin
Deputy Chief Executive Officer

Dated 2nd June 2023

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

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Tuesday, 21 May 2024

Annual Report of Audit & Governance Committee 2023-24**Exempt Information**

None.

Purpose

This report presents the Annual Report of the Audit & Governance Committee 2022/23 for Council.

Recommendations

1. **That the Annual Report of the Audit Committee 2023/24 be presented to Council.**

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**.

Options Considered

None.

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 and CIPFA guidance.

Equalities Implications

None.

Environment and Sustainability Implications (including climate change)

None.

Background Information

None.

Report Author

Andrew Wood – Audit Manager

andrew-wood@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 2023/24.

Appendices

Appendix 1 – Annual Report of the Audit & Governance Committee 2023/24

Annual Report of the Audit & Governance Committee 2023/24

1. Introduction from the Chair of the Audit & Governance Committee

I am pleased to present the Annual Report of the Audit Committee for the 2023/24 Committee year.

2023/2024 has continued to be a challenging year for all due to cost of living issues affecting our residents and the changes encountered as we progress into new more agile ways of working. The Committee plays an even more vital role in being able to gain assurance that the Council's governance, risk and internal control environment remain fit for purpose and concurrent with the challenges faced.

From the challenges faced by the Committee we have been able to gain assurance in respect of 'business as usual' and also the wider risks facing the Council. In addition, we have obtained regular reports from management to ensure that the Council's overall governance framework remained robust and fit for purpose.

As a committee we continue to review the risks both faced generally by the council but also around the Future High Street Fund and other major projects, this work will continue during 2024/25.

Cyber Security risks continue to be high on the agenda during the year with notable 'cyber attacks' being reported at other Councils, this oversight will continue into 2024/25.

The Committee regularly reviews the corporate risks facing the council and we gained assurance that any new or emerging threats or opportunities will be identified to ensure that Council meets its objectives.

As reported last year 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 D Maycock,
Chair of the Audit & Governance Committee 2023/24
20th March 2024**

2. Terms of Reference

The terms of reference, which the Committee operated to during 2023/24, 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 8 times during 2023/24.

Membership of the Audit & Governance Committee during 2023/24 and their attendance is detailed at below:

Audit & Governance Committee Member	Date of Committee							
	27/6/23	23/8/23	27/9/23	25/10/23	15/11/23	8/2/24	20/3/24	24/4/24
Councillor D Maycock		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Councillor B Price	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Councillor B Clarke	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Councillor S Daniels	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Councillor S Doyle	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Councillor R Pritchard	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<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"/>	<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 re-assessed the pros and cons of this during the year. Further work will be completed during 2024/25 to assess this further.

Senior officers from the Council also attend the Audit Committee as appropriate, including the Chief Executive, Executive Director Finance (Chief Finance Officer), Assistant Directors, Monitoring Officer, and the Audit Manager. 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 September 2023 on the role of the Committee; the internal control environment, governance, risk management and

counter fraud. A 'skills audit' will be completed in June 2024 to assess training requirements for 2024/25.

5. Sources of Assurance during 2023/24

In fulfilling its terms of reference, the business conducted by the Audit Committee during 2023/24 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 2023/24 from these themes as follows:

Internal Audit

In respect of the 2023/24 financial year, a positive Internal Audit Opinion was given from the Audit Manager as follows:

'On the basis of audit work completed, the Audit Manager'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.

The Council can be assured that no issues have been identified in the 2023/24 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 2022/23 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'.

The Council's External Auditors for 2023/24 will be Azets.

Financial Management

The Committee scrutinised the 2022/23 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.

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. Additional quarterly assurance was gained in relation to the risks to the Future High Street Fund project.

Corporate Governance

The annual governance statement (AGS) and review of effectiveness for the 2022/23 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 and all policies were updated in line with required timescales.

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 2023/24 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 2024/25 with the Committee's refreshed work programme.

Appendix A

Summary of Audit & Governance Committee Work Plan by Assurance Theme 2023/24

Meeting Date	Report	Assurance Theme				
		Internal Audit	External Audit / Inspection	Financial Management	Risk Management	Corporate Governance
27/6/23	Risk Management Update				<input checked="" type="checkbox"/>	
	Internal Audit Annual Report and Update	<input checked="" type="checkbox"/>				
	Annual Governance Statement and Code of Corporate Governance					<input checked="" type="checkbox"/>
	Auditors Annual Report		<input checked="" type="checkbox"/>			
	Audit Plan		<input checked="" type="checkbox"/>			
	Future High Street Fund			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
23/8/23	External Audit Update		<input checked="" type="checkbox"/>			
	Internal Audit Quarterly Report	<input checked="" type="checkbox"/>				
	Independent Member Update					<input checked="" type="checkbox"/>
27/9/23	Audit Findings Letter and Management Report Letter		<input checked="" type="checkbox"/>			
	Annual Statement of Accounts and Report 22/23			<input checked="" type="checkbox"/>		
	Risk Management Update				<input checked="" type="checkbox"/>	
	RIPA 2000					<input checked="" type="checkbox"/>
	Modern Slavery Statement 22/23					<input checked="" type="checkbox"/>
	Local Government & Social Care Ombudsman Report 22/23					<input checked="" type="checkbox"/>
25/10/23	External Audit Update		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
	Internal Audit Quarterly Report	<input checked="" type="checkbox"/>				
	Review of Annual Report on Treasury Management and Actual Prudential Indicators 22/23			<input checked="" type="checkbox"/>		
	Future High Street Fund			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
15/11/23	Introduction of Azets as Council's External Auditors 23/24 and Audit Plan		<input checked="" type="checkbox"/>			
	Counter Fraud Update	<input checked="" type="checkbox"/>				
	Risk Management Update				<input checked="" type="checkbox"/>	
	Revised Councillor Code of Conduct					<input checked="" type="checkbox"/>
	Constitution & Scheme of Delegation					<input checked="" type="checkbox"/>
8/2/24	Risk Management Quarterly Update				<input checked="" type="checkbox"/>	
	FHSF Quarterly Update			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
	Internal Audit Quarterly Progress Report	<input checked="" type="checkbox"/>				
	Audit Committee Effectiveness					<input checked="" type="checkbox"/>

Meeting Date	Report	Assurance Theme				
		Internal Audit	External Audit / Inspection	Financial Management	Risk Management	Corporate Governance
	Constitution & Scheme of Delegation					<input checked="" type="checkbox"/>
	Internal Audit Plan Charter and Protocol 24/25	<input checked="" type="checkbox"/>				
	Final Accounts 23/24 Accounting Policies and Action Plan			<input checked="" type="checkbox"/>		
24/4/24 to be confirmed	PSIAS Quality Assurance and Improvement Programme	<input checked="" type="checkbox"/>				
	Annual Report of Chair of A&G Committee 23/24					<input checked="" type="checkbox"/>
	Review of Financial Guidance			<input checked="" type="checkbox"/>		
	Review of Treasury Management Statement			<input checked="" type="checkbox"/>		
	Re-stated Statement of Accounts 22/23			<input checked="" type="checkbox"/>		
	Auditors Annual Report		<input checked="" type="checkbox"/>			
	Audit Interim Progress Report		<input checked="" type="checkbox"/>			

Tuesday, 21 May 2024

Report of the Chairs of the Corporate Scrutiny, Health and Wellbeing Scrutiny and the Infrastructure, Safety and Growth Scrutiny Committee

Annual Report of the Scrutiny Committees 2023-24

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, the Health & Wellbeing Scrutiny and Infrastructure Safety & Growth Scrutiny Committees over the year 2023/24.

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

Recommendations

1. It is recommended that Council endorse the recommendations as set out in each of the attached annual reports, appendices 2-4.

Executive Summary

Overview and scrutiny committees were introduced in 2000 as part of new executive governance arrangements to ensure that members of a local authority who were not part of the executive could hold the executive to account for the decisions and actions that affect their communities.

Options Considered

None – summary of items already considered by Scrutiny Committees – for information only.

Resource Implications

None – summary of items already considered by Scrutiny Committees – for information only.

Legal/Risk Implications Background

None – summary of items already considered by Scrutiny Committees – for information only.

Equalities Implications

None – summary of items already considered by Scrutiny Committees – for information only.

Environment and Sustainability Implications (including climate change)

None – summary of items already considered by Scrutiny Committees – for information only.

Background Information

None – summary of items already considered by Scrutiny Committees – for information only.

Report Author

List of Background Papers

None.

Appendices

Appendix 1 – Introductory Report 2023-2024

Appendix 2 – Annual Report of the Corporate Scrutiny Committee

Appendix 3 – Annual Report of the Health and Wellbeing Scrutiny Committee

Appendix 4 – Annual Report of the Infrastructure, Safety and Growth Scrutiny 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 Council's 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

Welcome to the annual report of the Corporate Scrutiny Committee who met eight times in the 2023/2024 municipal year, one meeting that was scheduled for the 7th December 2023 was moved to the 20th December 2023.

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 by 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 asked 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 4th 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

1. 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 20th December 2023.

A further working group meeting was held where the focus was on voids and at the March meeting, the Assistant Director- Assets attending to answer some questions with a view to a full report being produced for April. The Committee agreed to add an extra meeting to the calendar.

At the meeting in April 2024 the Committee received the housing voids update report to review where the Committee raised a number of concerns including, the time taken to turnaround voids and the associated costs, the capacity of the contractor to manage the work and the change in turnaround times seen since the change of contractor and the current recovery rate of rechargeable repairs.

Following the Committees discussion a number of recommendations were moved to be presented to Cabinet at the first meeting of the new Municipal Year.

2. Leaseholder Insurance Policies

Following a request from a non-Committee Member the Committee requested a briefing note around Leaseholder services charges, following this it was agreed that a working group would be established and meet in April when Officers could attend. Following the working group meeting, Members reported back to the Committee that they were satisfied with the response provided by Officers and that there was no further work to be done in this area.

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>4th October 2023</p> <p>1.a. That Cross party write a letter to Government to lobby for a better position for long term strategic planning for the Council.</p> <p>1.b. That the three Scrutiny chairs are invited on to the budget setting group.</p>	<p>26th October 2023</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>20th December 2023</p> <p>2.a. 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.b. That the Damp & Mould inspection process become part of the repairs policy.</p> <p>2.c. To ensure that vulnerable residents are prioritised when there are damp and mould issues within the home.</p>	<p>25th January 2024</p> <p>All recs agreed as long as in line with new housing regulations.</p> <p>Rec 3. Need to think about criteria of what constitutes vulnerable people</p>
<p>22nd April 2024</p> <p>3.a To instruct Officers to review the costs versus return, of employing an in-house inspection team to see if we can drive down the costs of voids.</p> <p>3.b To review how we recover damages costs from existing tenants and see if there is a more proactive way we can approach this long term.</p> <p>3.c That the Portfolio Holder calls Equans in to address Members major concerns around void turnaround times and ask them what their action plan is to improve this.</p>	<p>To be presented to Cabinet in the 2024/2025 Municipal year</p>

Members Attendance

Member	Number of meetings attended
Daniel Cook (Chair)	9 out of 9
Daniel Maycock(Vice-Chair)	7 out of 9
Marie Bailey	2 out of 9
Chris Bain	7 out of 9
Lee Clarke	4 out of 5
Rosemary Claymore	6 out of 9
Gareth Coates	8 out of 9
Stephen Doyle	8 out of 9
Ben Price	7 out of 9
Lewis Smith	4 out of 4

Annual Report of the Health and Wellbeing Scrutiny Committee

Chair – Councillor Chris Bain



Vice Chair – Councillor Daniel Maycock



Members (2022/23)	Appointed for 2023/24 municipal year	Retirement from Committee
Chris Bain (Chair)	May 2023	
Daniel Maycock (Vice Chair)	May 2023	
Marie Bailey	January 2024	
Tina Clements	May 2023	Retired November 2023
Daniel Cook	May 2023	
Rosemary Claymore	May 2023	
Sarah Daniels	May 2023	
Carol Dean	May 2023	
Stephen Doyle	January 2024	
Jason Jones	May 2023	
Jeremy Oates	May 2023	Retired December 2023
County Councillor Thomas Jay	May 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 and external providers in securing a safe environment in which local people can reach their full potential and live longer, healthier lives :-

- Statutory Health Obligation
- Leisure
- Voluntary Sector
- Non HRA Housing
- Disability Service
- Social Care
- Elderly and Vulnerable People Services

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.

Under the joint working arrangements in place between Staffordshire County Council and District and Borough Council's within Staffordshire, the Chair of this Committee is also a member of the County Health and Social Care Overview & Scrutiny Committee, and a county representative is appointed as a member of Tamworth Health & Wellbeing Scrutiny Committee. These joint working arrangements are designed to assist in knowledge sharing and to aid efficient working to avoid duplicating the scrutiny of health-related matters. Such that the County scrutiny committee focusses on health matters at a county wide/ multi - district level, with individual district & borough council's focussing on activities affecting health & wellbeing within that district / borough.

Chair's Overview

Welcome to the annual report of the Health and Wellbeing Scrutiny Committee, who met 8 times in the 2023/34 municipal year.

During this year there have been some changes to the Committee's membership. As well as my appointment as the new Chair in May 2023, a new Vice-Chair Councillor Daniel Maycock was appointed in May 2023.

In 2024, Councillors M Bailey and S Doyle joined the Committee. I would like to thank those members who retired from this Committee during the year: Councillors Tina Clements and Jerney Oates.

During the past year, the Committee has focussed on activities associated with mental wellbeing as well as housing and homelessness matters, as it relates to residents' health & wellbeing.

Cabinet members and officers were invited to attend meetings of the Committee to provide information and to answer items. Guests were also invited from partner organisations.

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.

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

Chair Councillor Chris Bain

Housing Strategy Quarterly Update

Following on from the Councils adoption of its new Housing Strategy in November 2020 the Committee has continued to receive regular updates in this area and since February 2023 these updates have been received quarterly, continuing in the current municipal year. Updates were received in June 2023, October 2023 and January 2024.

Updates focussed on the 5 priorities identified within the strategy.

The Committee were provided with several updates around; affordable housing including the approval of the Councils first two, First Homes properties; energy saving schemes including ECO4 and the work being done by charity, Beat The Cold; private sector inspections and updates on HMO's; an update on housing stock and repairs service; the homeless strategy including the introduction of the new homelessness hub; updates on Disabled facilities grants and adaptations and the Wellbeing Strategy including the identification of two areas of need based on health inequalities to understand what improvements could be made in these areas.

The committee sought clarifications in areas, such as, whether there was any process to move a family from an adapted property where it was no longer required and what form HMO inspections took?

The Committee asked questions around whether there was any data on health issues with damp and mould, and for data around outcomes for ECO4Flex referrals which was provided at a later meeting.

The Committee raised concerns on the Councils damp and mould figures, the distribution of Government funding for DFG and the time it appeared to turnaround an empty home to get it back in to circulation.

At the October meeting the Committee welcomed the Development Manager from the charity, Beat the Cold, who provided an update on the work that the Charity were doing on behalf of the Council to support people with Fuel Poverty; to look at how to become more energy efficient; help with billing, tariffs and meters; helping with energy debt and supporting the Council with the process for eco/home energy schemes

It was agreed at the meeting in January 2024 that now that the policy was embedded in, that the Committee would receive its next update in 6 months in a 12 monthly format at which point a decision would be made on how regularly they would continue to receive the updates.

Update on Health-Related Matters Considered by Staffordshire County Council

The Committee receives a regular update to each of its meetings on relevant matters considered by the County Scrutiny Health Committee. This includes a regular written update, the Staffordshire County Council Digest, as well as verbal updates to the Committee by the Chair and County Council representative.

Items considered at the County Scrutiny Committee and of particular interest to this Committee included:

- Integrated Care System and Integrated Care Board establishment and updates.
- Primary care access
- Inpatient mental health services for adults in Southeast Staffordshire
- Developing healthier communities' work

Details of meetings of meetings of the Staffordshire Health and care Overview and Scrutiny Committee, the Staffordshire and Stoke-on-Trent Integrated Care Board and other relevant meetings were shared with Members.

Safeguarding Updates

The Committee's workplan includes twice yearly Safeguarding updates.

The first update was received in October 2023 and a further update was received in March 2024.

The reports included updates on safeguarding statistics, training, taxi driver training, the Adult safeguarding board, modern slavery, community safety, contextual safeguarding, Prevent, Tamworth Vulnerability Partnership and the anti-social behaviour coordination group.

At the October 2023 meeting, the Committee sought clarification on the data presented and whether it reflected pre-pandemic years, the levels of Safeguarding training and suicide prevention training. Information was also sought on modern slavery in Staffordshire which was not available at this time.

Following consideration of this item, the committee requested clarification around the policing of Modern day Slavery and children who had missed out on socialisation at school due to Covid. The Committee acknowledged that it is essential that safeguarding is always a top priority to protect vulnerable residents.

A further update was received in March 2024 where the Committee asked clarification around figures that did not meet the safeguarding threshold, as well as about how they engage with school on County Lines – specifically academies and they asked how cyber bullying/crime was addressed in particular with regards to children.

The Committee moved the recommendation within the report.

The Committee also received the following items for scrutiny -

Armed forces Covenant – July 2023

The Committee were asked to review the report to reaffirm the signing of the Armed Forces Covenant before it was presented to Cabinet. The Committee sought clarification around how the Council manages, meeting its Commitment to give to provide extra weighting for Armed Forces personnel with reduced housing stock and around employment recognitions. One of the recommendations was that a progress report be brought to the Committee annually, and the Committee asked for examples/evidence of positive actions when it returned. The Committee endorsed the recommendations with the report.

Homelessness Hub – July 2023

The Committee were provided with a presentation by Officers, with an update on the Homeless Hub being introduced by the Council to support those facing homelessness.

The Committee asked questions around how Officers would like to be working with other local authorities, how evictions from supported housing were dealt with (recognising that these are using vulnerable residents), the condition of temporary accommodation units and how they were going to improve access and support of affordable and supported housing. It was recognised that Tamworth runs their out of house service in house and Officers were asked how they challenge those that approach from other areas. There were no recommendations, but the Committee acknowledged that they were happy with the report.

Wellbeing Strategy Baseline and Priorities – November 2023

At the November meeting the Committee received the report to provide an update on the Tamworth Wellbeing Strategy Baseline and Priorities, produced for the UK shared prosperity fund. The Committee were also updated that the Council had an allocation of £255000 from the Covid 19 Contain Outbreak Management Fund (Comf) which needs to be spent by September 2024.

The Committee commented on and sought clarification around the two areas identified through the health inequalities data as having a 'high' level of need. The Committee felt that by labelling these areas it could have a negative impact on those living there and for people considering moving to the area. The Committee also felt that this approach may mean that other areas needing support may not be addressed. The Committee felt that work should be done within the borough itself to identify areas of need rather than rely on data from the County. The Officer agreed to feedback the Committee's comments to the Health Inequalities Directors Group.

The Committee endorsed the recommendations set out within the report.

Disabled Adaptations Policy – January 2024 and March 2024.

The Committee received item to consider the proposed draft Housing Assistance Policy (for the delivery of Mandatory and Discretionary Disabled Facilities Grants) prior

to submission to Cabinet for full approval and adoption. The Committee were update that in the absence of a policy the Council has delivered grants through the mandatory grant process which places a cap on grants with no option to offer discretionary grants or provide alternatives.

The Committee sought clarification in a number of areas, including why some grants may not go through, third party grant applications and whether any other funding was available in this area. The Committee also asked questions around the timescales of the process and the staffing.

The Committee were concern over the timescales and what support was in place whilst residents were waiting for grants/adaptations, as well the prioritisation process. It was requested that the report return to the March meeting with more information around this.

The Committee received an update on the Housing Assistance Policy in March where the Committee asked questions and concerns were raised around the capacity to address the current backlog, the decision not to prioritise ex-service personnel and the current prioritisation system. The Committee did not endorse the report and made two recommendations to Cabinet.

Exempt Items

Anker Valley Sports Complex – July 2023

The Committee received the report to detail the work to date and the decisions required in order to progress the grant claim in order to deliver the proposed Football Foundation/Football Association project.

Following scrutiny of the report the Committee endorsed the contents of the report and the five recommendations for Cabinet

Leisure Strategy Update – November 2023

The Committee received the report to give an update on the leisure strategies currently being undertaken by external leisure consultants, Knight, Kavanagh & Page, with additional bespoke Facility Planning Modelling via Sport England.

Following scrutiny the Committee endorsed the contents of the report and the three recommendations.

Homelessness Statutory On-Call and Out- of- Hours arrangements – November 2023

The Committee received the a presentation to provide an update on the Councils Statutory on-call and out of hours arrangements.

Following consideration the committee endorsed the recommendations from the report with a view to reviewing this in late 2023

Procurement of the Councils 24-hour Community Alarm Service

The Committee received an update from the Head of Housing management on the procurement of the Council 24 hour Community alarm system

Following consideration of the item the Committee endorsed the approach to the re-procurement of the service.

Consideration of Matters referred to the Health & Wellbeing Scrutiny Committee from Cabinet or Council

Loneliness and Isolation

At the meeting on the 26th March 2024 the Committee considered an item that had been referred to them from Full Council, following consideration of the referral and an update on what work had been done in the area the Committee agreed that the Council were already addressing this issue and that an item did not need adding to the Work Plan.

Work Planning

The Committee asked for an item to be added to the Forward Plan around Damp and Mould Housing Issues, however it was identified that this had been picked up via Corporate Scrutiny and a working group had been established which contained Members from all Scrutiny Committee

Working Group

Following consideration of the housing assistance Policy the Committee established a working group - Review of the Implementation of the Service to bring Disabled Adaptations In-House

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 recommendations	item	Cabinet Response
Housing Strategy 17th October 2023		9th November 2023
Recommended to Cabinet to continue to Lobby Government to have funding for DFG to be allocated on the need of the district rather than the current calculation		Resolved That Cabinet Continue to Lobby Government to have funding for DFG to be allocated on the need of the district rather than the current calculation.
Update on Housing Assistance Policy 4th March 2024		14th March 2024
Resolved that the Committee 1, Reviewed and considered the proposed assistance provided by the Council under		Resolved that Cabinet agreed : 1.to look at a proposal for providing extra resource to assist the Assistant

<p>the draft Housing Assistance Policy (Appendix A).</p> <p>2. Commented on the inclusion of various 'Discretionary Schemes' proposed.</p> <p>3. to look at a proposal for providing extra resource to assist the Assistant Director with the backlog and a review of the process (Moved by Councillor M Bailey and seconded by Council S Doyle)</p> <p>4. That page 7 includes a priority of those that have been medically discharged from the armed forces.</p>	<p>Director with the backlog and a review of the process.</p> <p>An amendment to the second recommendation</p> <p>2. to look at a proposal for providing extra resource to assist the Assistant Director with the backlog and a review of the process.</p>
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Members Attendance

Member	Number of meetings attended
Chris Bain (Chair)	8 out of 8
Daniel Maycock (Vice Chair)	7 out of 8
Marie Bailey	1 out of 2
Tina Clements	3 out of 4
Daniel Cook	5 out of 8
Rosemary Claymore	7 out of 8
Sarah Daniels	7 out of 8
Carol Dean	8 out of 8
Stephen Doyle	1 out of 2
Jason Jones	1 out of 8
Jeremy Oates	3 out of 5
County Councillor Thomas Jay	4 out of 6

The Annual Report of the Infrastructure, Safety and Growth Committee

Chair – Councillor Carol Dean

Vice-Chair – Councillor Ben Price



Membership

Members (2022/23)	Appointed for municipal year	2023/24	Retirement from Committee
Carol Dean (Chair)	May 2023		
Ben Price (Vice Chair)	May 2023		
Ben Clarke	May 2023		
Rosemary Claymore	May 2023		
Tina Clements	May 2023		January 2024
John Harper	January 2024		
Jason Jones	May 2023		
Jeremy Oates	May 2023		January 2024
Lewis Smith	November 2023		
Paul Turner	January 2024		
Lee Wood	May 2023		November 2024

Chair's Overview

Welcome to the annual report of the Infrastructure, Safety and Growth Scrutiny Committee who met 8 times in the 2023/2024 municipal year.

This year has seen some changes to the Committee's membership, including the appointment of myself, Councillor Carol Dean as Chair and Council Ben Price as Vice-Chair.

I would like to take this opportunity to thank members of the Committee who retired from this Committee during the year, Councillors Lee Clarke, Tina Clements and Jeremy Oates.

During the past year, the Committee has had a varied area of focus which has included regular updates of the Future High Street Fund Project, as well as regular reviews of the dual stream recycling service.

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

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.

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 C Dean

Chair

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 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

The Committee acts as the Crime and Disorder Committee for the purposes of section 19 of the Police and Justice Act 2006 and in this regard received the Tamworth Community Safety Partnership Plan and considered Public Safety Protection Orders.

Forward Plan Consideration: Over the year, there has been regular review of the Forward Plan at all meetings to identify areas which could either require pre decision scrutiny and /or post implementation scrutiny, and which were not otherwise included on the Committee's Work plan.

Future High Street Fund

In late 2018 Tamworth was awarded a share of the £830 million pound Future High Street Fund to transform the town centre into a busy, thriving heart of the community.

The Future High Street Fund is currently a quarterly item for the Committee to monitor the progress of the project.

The Committee received updates on the programme in June 23, October 23 and January 24. Two of the updates were heard in an exempt forum due to the nature of the report.

The Committee asked questions around the removal of street furniture, whether consideration had been given to local events, and the scope of works around Middle Entry, amongst other. The Committee asked for clarifications around communications with local businesses and received an update on how this was being conducted.

The Committee endorsed the reports and made three recommendations at the January 2024 meeting.

The item continues to be on the Committees work plan for the next municipal year.

Spotlight Item – Joint Waste Service

During the municipal year 2023/2024 the dual stream recycling service continued to be an area of focus for the Committee, following on from the Implementation of the service in May 2022, receiving updates in June 23, October 23, and January 24 and March 24 on this and the general Joint Waste Service operations.

The Committee received updates on operational performance, resident participation, tonnage performance, financial performance and upcoming Joint Waste Service projects which included details of a new recycling campaign, a round review, fleet renewals, reviews of the commercial waste service, the upcoming mandatory weekly collection of food waste and the long-term strategy for the service.

The Committee heard that the service had delivered well over the Christmas 2023 period; that the service has only had one rejected load since it went live. However, it was noted that dry recycling rates had dropped slightly.

The Committee questioned reasons for missed bin collections and what was being done to address this. This was attributed to several factors; however, it was highlighted that measures were being put in place to try to combat this including a dedicated Officer to manage the missed assisted collections process including holding conversations with crew members to understand why bins may have been missed.

The Committee were interested in the upcoming mandatory food waste collections and how this would be introduced and were updated that the food waste collections would be mandatory from 2026 and that the service had been awarded £1.7 million for the infrastructure. The Committee were advised that whilst extra staff and vehicles would be required that this would be a smaller simpler service and that contracts were already in place for disposal. It was noted that whilst tonnage would be important, the aim was to change behaviour around food waste.

The Committee asked whether the introduction of Electric Vehicles was an option for the upcoming fleet replacement and whether the fleet needed to be replaced all at once. It was confirmed that that contract hire for the entire fleet was due to expire so although there would be a significant cost, upgrading the entire fleet meant that they could benefit from economies of scale with the purchase. However, it was noted that EV vehicles would not be an option for the 2025 upgrade.

The Committee asked for clarification around the impact of the growth of the district and also the process for bringing the high-rise flats and Houses of Multiple Occupation (HMO's) under the service – at the update in January it was confirmed that these had now been brought under the management of the service and that work continued to be done within this area. The service has two recycling Officers in place and advised that resident buy-in was key to the success of the service in these areas.

The Committee also considered in further depth the following items:

1. Museum Accreditation – July 2023

The Committee received the report to seek endorsement for the adoption and implementation of documents relating to the 2023 Accreditation review (Arts Council England) in respect of Tamworth Castle Museum and Collections. It was acknowledged by the Committee that the report was extremely comprehensive. It was confirmed that the status was key to grant funding and that the team would be working with local history and heritage groups. The Committee endorsed the recommendations prior to the report being approved at Cabinet.

2. Extension of Public Space Protection Orders (PSPO) Dog Control and Alcohol restricted zones – September 2023

The Committee received the report to consider the recommendations to extend the PSPO (Tamworth Dog Control Order) and to cease the restriction of alcohol in a public place (Amington Alcohol Restricted Zone) but continuing to monitor the situation, as well as delegating power to the Portfolio Holder. Before endorsing the recommendations, the Committee considered how many fixed penalty notices had been issued and how easy it was to reinstate the PSPO for Amington if needed.

3. Staffordshire Sustainability Board Update – Adaptation Plan – September 2023

The Committee received the report to adopt the draft Staffordshire Adaptation Policy which had been developed with the Staffordshire sustainability Board. The Committee sought clarification over what steps the Council had taken since declaring a climate change emergency in 2019. It was acknowledged that the impact of climate change is complex and cannot be looked at in isolation. The Committee endorsed the recommendations with the report.

4. Local Plan – September 2023 and February 2024

The Committee received two reports for the local plan, in September the Local Plan Issue and Options Consultation responses came to committee prior to publication and approval at Cabinet for endorsement. The committee expressed concern that only one business had responded to the report and questioned whether this was a reflection on whether they felt that they would be listed to.

The next report was received in February 2024 to look at Local Plan Progression Options report for a revised approach of the delivery of a new local plan for Tamworth resulting from Government's proposed changes. The Committee sought clarification over what the omitted 'preferred options' stage looked like and over the resource within the team in place to meet the deadlines as well as the costs of consultants. The Committee endorsed the recommendation to be submitted to Cabinet to approve the approach recommended.

5. Nature Recovery Declaration – November 2023

The Committee received the report to declare that nature is in crisis and commit to the recovery of nature across the Borough and wider Staffordshire. During Scrutiny of this item the Committee welcomed the Declaration and questions were asked around how the progress would be reported and concerns were raised around how the strategy would be embedded in day to day operations before giving their support to the declaration before it was presented to Cabinet

6. Community Safety Plan including Crime Figures Update and Environmental Crime Policy – November 2023 and March 2024

The Committee received the first report in two sections, the environmental crime update and the Community Safety Plan.

The environmental crime update followed on from the Government introducing a new anti-social behaviour action plan, enabling Councils to review their policies.

The Committee asked questions around the new policy and the cameras that were now in place to support this. They expressed concern that the bureaucracy around the bulky waste service may make using other means of waste disposal more appealing. It was noted that only one fixed penalty notice had been issued for fly-tipping. The Committee highlighted that education was important. The Committee endorsed the recommendations with an additional recommendation seeking approval for fines to be awarded at a maximum level.

Following on from this Committee requested an item be added to the workplan to review the bulky waste service.

The Community Safety update was then presented which included an update from the Chief Inspector, Rob Neeson. The Committee asked whether the use of ring doorbell had helped with reducing crime.

The Committee agreed that they would like to continue to see a twice-yearly update and received a further update in March 2024 where the Committee were given an update on all of the priorities within the plan.

As well as acknowledging the work done by the Police the Committee asked for questions about the location of the police station and the police presence in the town centre as well as clarification on the Domestic Abuse figures, Pubwatch and how knife crime awareness was rolled out across schools.

7. Fire Safety Update – February 2024

The Committee received a written update from the Assistant Director Assets on the Council's approach to fire safety across its assets. The Committee endorsed the contents of the report

Exempt items

1. Off Street Car Parking Tariff and Structure Review – October 2023

A report was considered by the Committee in relation to the changes to tariffs and pricing structures across the Council's off-street carparking estate; the procurement of a new cashless, app-based system; no changes to the current permit structure and associated fees. The Committee endorsed the seven recommendations going to Cabinet and made a further recommendation.

2. EV Charging (Strategy Update) – November 2023

The Committee received the report to present a draft Public Electric Vehicle Infrastructure Strategy for Tamworth. Following consideration of the report the Committee endorsed the update.

3. CCTV Update – March 2023

The Committee received an update on the council's 24 hour CCTV monitoring shared service with the West Midlands Combined Authority. The Committee endorsed the contents of the reports as well as moving a recommendation that the Chair write to the operatives thanking them for the work that they done on behalf of the Committee and Council.

Matters referred to Scrutiny from Cabinet or Council

1. Securing Dosthill Park

At the meeting in September a matter was referred to the Committee following a petition that was discussed at Full Council around 'Securing Dosthill Park' a site which travellers has recently set up an encampment. An written update was received from the Operations Manager and from Environmental Health as well as the Portfolio Holder for Environmental Health who was in attendance at the meeting. The Committee agreed to continue the working titled 'Review of Policy/Engagement relating to migrant Travelling Community' and to include this matter.

2. Ending Plastic Pollution

At the meeting in September an item was added to the work plan following a referral from a motion at Full Council around ending plastic pollution. The Committee was provided with a written update from the Operation Manager of the Joint Waste Officer as well as an update from Tamworth Borough Council Officers. Following the discussion the Committee made a recommendation to Cabinet on this matter.

3. Improving the Water Quality within the rivers in Tamworth

At the meeting in March 2024 the Committee considered an item referred to them from a motion at Full Council. It was agreed that the item would be added to the work plan for the next municipal year and that they would try to invite someone from the Trent Rivers Trust in to discuss how the Council could help in this area.

Working Groups

During the year the Committee had the following items on its work plan –

To consider Facilities for HGV Drivers in Tamworth continued from the previous municipal year alongside a group to review policy / engagement relating to migrant travelling community (To include securing Dosthill park petition)

Forward Plan

Through reviewing the Forward Plan, the Committee identified the Councils updated Decant Policy as an area of scrutiny and it was agreed that a post implementation review would be carried out in the next municipal year.

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	Cabinet Response
<p>10th October 2023: Off Street Car Parking Tariff and Structure review</p> <p>The Committee made a recommendation to Cabinet (Exempt item).</p>	<p>At the Cabinet meeting on November the 9th it was resolved that Cabinet:</p> <ol style="list-style-type: none"> 1. Approved the recommendation from Infrastructure Safety & Growth Scrutiny Committee.
<p>21st November 2023: Environmental crime Policy Update 2023</p> <p>The Committee endorsed the Officers recommendation with an additional recommendation that:</p> <p>We set all of the fines at a maximum level.</p>	<p>At Cabinet on the 20th of November Cabinet approved the 5 recommendations which incorporated the recommendation made by the Committee.</p>
<p>18th January 2024: Future High Street Fund Quarterly Update</p> <p>The Committee made 3 recommendations to Cabinet (Exempt item).</p>	<p>At the Cabinet meeting on 25th January 2024, It was Resolved that Cabinet:</p> <ol style="list-style-type: none"> 1. Agreed to provide a response IS&G Committee, including recommendation 3 where a full timeline of options will be considered at Council in February which will update on which options should be considered. 2. Agreed that the Chair of I S & G Committee will be invited to attend all Future High Street Fund Board meetings as a none voting member.

18th January 2024: Ending Plastic Pollution

It was resolved by the committee to make the following recommendation:

1.Look at the feasibility of a trial to strategically site some dual use bins around the town with ongoing communications to explain and encourage the correct use.

At the Cabinet meeting on 1st February 2024, it was resolved that Cabinet –

1.Approved the recommendation from Infrastructure Safety & Growth Scrutiny Committee.

Members Attendance

Member	Number of meetings attended
Carol Dean (Chair)	8 out of 8
Ben Price (Vice Chair)	4 out of 8
Ben Clarke	8 out of 8
Rosemary Claymore	5 out of 8
Tina Clements	3 out of 4
John Harper	2 out of 2
Jason Jones	3 out of 8
Jeremy Oates	1 out of 5
Lewis Smith	4 out of 4
Paul Turner	2 out of 2

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May 2024

May 2024							June 2024						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
6	7	1	2	3	4	5	3	4	5	6	7	1	2
13	14	8	9	10	11	12	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
29 Apr	30	1 May	2	3
6	7	8	9	10
13	14	15	16	17
20	21 18:00 Full Council (Annual and Ordinary) (Town Hall Chambers) - Committee Meetings	22	23	24
27	28	29	30	31

June 2024

June 2024							July 2024						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
3	4	5	6	7	8	9	1	2	3	4	5	6	7
10	11	12	13	14	15	16	8	9	10	11	12	13	14
17	18	19	20	21	22	23	15	16	17	18	19	20	21
24	25	26	27	28	29	30	22	23	24	25	26	27	28
							29	30	31				

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
3 Jun	4	5 18:00 PROVISIONAL- Planning Committee Meeting - Committee Meetings	6 18:00 Cabinet Meeting (Town Hall Chambers) - Committee Meetings	7
10	11 18:00 PROVISIONAL - Infrastructure Safety & Growth Scrutiny Committee Meeting (Town Hall Chambers) - Committee Meetings	12	13	14
17	18 18:00 PROVISIONAL - Health & Wellbeing Scrutiny Committee Meeting (Town Hall Chambers) - Committee Meetings	19 18:00 PROVISIONAL -Nominations & Grants Committee Meeting (Town Hall Chambers) - Committee Meetings	20	21
24	25 18:00 PROVISIONAL - Corporate Scrutiny Committee Meeting (Town Hall Chambers) - Committee Meetings	26 18:00 PROVISIONAL - Audit & Governance Committee Meeting (Town Hall Chambers) - Committee Meetings	27 18:00 Cabinet Meeting (Town Hall Chambers) - Committee Meetings	28

July 2024

July 2024							August 2024						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30	31	

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1 Jul	2 18:00 PROVISIONAL - Planning Committee Meeting (Town Hall Chambers) - Committee Meetings	3	4 18:00 PROVISIONAL NOTE FOR DIARIES-Appointments & Staffing Committee Meeting (Town Hall Chambers) - Committee Meetings	5
8	9 18:00 Full Council Meeting (Town Hall Chambers) - Committee Meetings	10	11 18:00 PROVISIONAL NOTE FOR DIARIES- Infrastructure Safety & Growth Committee (Town Hall Chambers) - Committee Meetings	12
15	16 18:00 PROVISIONAL NOTE FOR DIARIES-Health & Wellbeing Committee (Town Hall Chambers) - Committee Meetings	17	18 18:00 Cabinet Meeting (Town Hall Chambers) - Committee Meetings	19
22	23	24	25 18:00 PROVISIONAL - Licensing Committee Meeting (Town Hall Chambers) - Committee Meetings	26
29	30 18:00 PROVISIONAL- Housing and Homelessness Advisory Board (Town Hall Chambers) - Committee Meetings	31	1 Aug	2

August 2024

August 2024							September 2024						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
			1	2	3	4							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30						

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
29 Jul	30	31	1 Aug	2
5	6 18:00 PROVISIONAL - Planning - Committee Meetings	7	8 18:00 PROVISIONAL-Cabinet - Committee Meetings	9
12	13 18:00 PROVISIONAL - Corporate Scrutiny - Committee Meetings	14 18:00 PROVISIONAL - Audit & Governance - Committee Meetings	15	16
19	20	21	22 18:00 PROVISIONAL- Infrastructure, Safety & Growth Committee - Committee Meetings	23
26	27	28	29 18:00 PROVISIONAL- Cabinet - Committee Meetings	30

September 2024

September 2024							October 2024						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			
30													

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
2 Sep	3 18:00 PROVISIONAL-Planning Committee - Committee Meetings	4	5 18:00 PROVISIONAL- Corporate Scrutiny - Committee Meetings	6
9	10 18:00 PROVISIONAL- Full Council - Committee Meetings	11	12 18:00 PROVISIONAL-Appointments & Staffing Committee - Committee Meetings	13
16	17 18:00 PROVISIONAL-Health & Wellbeing Committee - Committee Meetings	18 18:00 PROVISIONAL-Nominations & Grants Committee - Committee Meetings	19 18:00 PROVISIONAL-Cabinet - Committee Meetings	20
23	24	25 18:00 PROVISIONAL-Audit & Governance - Committee Meetings	26	27
30	1 Oct	2	3	4

October 2024

October 2024							November 2024						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28	29	30	

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
30 Sep	1 Oct	2 18:00 PROVISIONAL-Infrastructure, Safety & Growth Committee - Committee Meetings	3 18:00 PROVISIONAL-Licensing - Committee Meetings	4
7	8 18:00 PROVISIONAL - Planning - Committee Meetings	9 18:00 PROVISIONAL-Corporate Scrutiny - Committee Meetings	10 18:00 PROVISIONAL- Cabinet - Committee Meetings	11
14	15	16	17	18
21	22 18:00 PROVISIONAL-Housing and Homelessness Advisory Board - Committee Meetings	23	24 18:00 PROVISIONAL - Health & Wellbeing Scrutiny Committee - Committee Meetings	25
28	29 18:00 PROVISIONAL-Full Council - Committee Meetings	30	31 18:00 PROVISIONAL- Cabinet - Committee Meetings	1 Nov

November 2024

November 2024							December 2024						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
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4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29	30		23	24	25	26	27	28	29
							30	31					

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
28 Oct	29	30	31	1 Nov
4	5 18:00 PROVISIONAL- Planning - Committee Meetings	6	7	8
11	12 18:00 PROVISIONAL-Infrastructure Safety & Growth Committee - Committee Meetings	13 18:00 PROVISIONAL-Audit & Governance - Committee Meetings	14 18:00 PROVISIONAL- Appointments & Staffing - Committee Meetings	15
18	19 18:00 PROVISIONAL - Corporate Scrutiny - Committee Meetings	20 18:00 PROVISIONAL-Nominations & Grants - Committee Meetings	21 18:00 PROVISIONAL- Cabinet - Committee Meetings	22
25	26 18:00 PROVISIONAL-Health & Wellbeing - Committee Meetings	27	28	29

December 2024

December 2024							January 2025						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
2	3	4	5	6	7	8	6	7	1	2	3	4	5
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23	24	25	26	27	28	29	27	28	22	23	24	25	26
30	31								29	30	31		

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
2 Dec	3 18:00 PROVISIONAL-Planning - Committee Meetings	4	5	6
9	10 18:00 PROVISIONAL-Council - Committee Meetings	11	12 18:00 PROVISIONAL-Cabinet - Committee Meetings	13
16	17	18	19	20
23	24	25	26	27
30	31	1 Jan 25	2	3

January 2025

January 2025							February 2025						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
6	7	1	2	3	4	5	3	4	5	6	7	1	2
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28		

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
30 Dec	31	1 Jan 25	2	3
6	7	8	9	10
13	14 18:00 PROVISIONAL-Planning - Committee Meetings	15	16 18:00 PROVISIONAL-Licensing - Committee Meetings	17
20	21 18:00 PROVISIONAL-Full Council - Committee Meetings	22	23 18:00 PROVISIONAL-CABINET - Committee Meetings	24
27	28 18:00 PROVISIONAL- Joint Scrutiny Budgets - Committee Meetings	29 18:00 PROVISIONAL- Infrastructure, Safety & Growth - Committee Meetings	30 18:00 PROVISIONAL-Appointments & Staffing - Committee Meetings	31

February 2025

February 2025							March 2025						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
3	4	5	6	7	8	9	3	4	5	6	7	8	9
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17	18	19	20	21	22	23	17	18	19	20	21	22	23
24	25	26	27	28			24	25	26	27	28	29	30
							31						

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
3 Feb	4 18:00 PROVISIONAL-Planning - Committee Meetings	5 18:00 PROVISIONAL- Audit & Governance - Committee Meetings	6 18:00 PROVISIONAL-Corporate Scrutiny - Committee Meetings	7
10	11 18:00 PROVISIONAL- Health & Wellbeing - Committee Meetings	12	13 18:00 PROVISIONAL -Housing & Homelessness Advisory Board - Committee Meetings	14
17	18	19	20 18:00 Provisional Cabinet - Committee Meetings	21
24	25 18:00 PROVISIONAL- Council (Budgets) - Committee Meetings	26	27	28

March 2025

March 2025							April 2025						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30				
31													

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
3 Mar	4 18:00 PROVISIONAL -Planning - Committee Meetings	5 18:00 PROVISIONAL-Infrastructure, Safety & Growth - Committee Meetings	6 18:00 PROVISIONAL-Cabinet - Committee Meetings	7
10	11 18:00 PROVISIONAL - Council (SOTD) - Committee Meetings	12 18:00 PROVISIONAL - Nominations & Grants - Committee Meetings	13 18:00 PROVISIONAL-Licensing - Committee Meetings	14
17	18 18:00 PROVISIONAL- Corporate Scrutiny - Committee Meetings	19 18:00 PROVISIONAL-Audit &Governance - Committee Meetings	20 18:00 PROVISIONAL-Health & Wellbeing - Committee Meetings	21
24	25 18:00 PROVISIONAL -Council - Committee Meetings	26	27 18:00 PROVISIONAL-Cabinet - Committee Meetings	28
31	1 Apr	2	3	4

April 2025

April 2025							May 2025						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6			1	2	3	4	
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
31 Mar	1 Apr	2	3	4
7	8 18:00 PROVISIONAL-Homelessnes & Housing Advisory Board - Committee Meetings	9	10 18:00 PROVISIONAL-Planning - Committee Meetings	11
14	15 18:00 PROVISIONAL-Audit & Governance - Committee Meetings	16	17 18:00 PROVISIONAL -CABINET - Committee Meetings	18
21	22	23	24	25
28	29	30	1 May	2

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