



**MINUTES OF A MEETING OF THE
CORPORATE SCRUTINY COMMITTEE
HELD ON 21st JUNE 2017**

PRESENT: Councillors J Oates (Chair), R Ford (Vice-Chair), A James, T Madge, S People, P Standen, M Summers and P Thurgood

CABINET: Councillor D Cook (Leader of the Council)

The following officers were present: Ryan Keyte (Senior Legal Officer) and Janine Bryant (Scrutiny and Corporate Support Officer)

6 APOLOGIES FOR ABSENCE

Apologies for Absence were received from Councillor R Kingstone.

7 MINUTES OF PREVIOUS MEETING

The Minutes of the previous Corporate Scrutiny Committee held on the 14 June 2017 were approved and signed as a correct record.

(Moved by Councillor A James and seconded by Councillor S People)

8 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

9 2017/18 FORWARD PLAN

RESOLVED: Under section 4.13 (c) that the 2017/18 Forward Plan be moved to point 9 on the Agenda.

(Moved by Councillor J Oates and seconded by Councillor P Standen)

The Chair proposed that the Quarter Four 2016/17 Performance Report was reviewed prior to being taken to Cabinet and The Leader of the Council Councillor D Cook was in attendance to answer questions raised by Members, this was to form part of the Forward Plan agenda item.

- **Capital Outturn Report – Members clarified the position with regards to rising building costs and the potential impact.**

Councillor Cook confirmed that this was covered by fixed tenders and the impact mitigated.

- **An update was requested with regards to boundary building by neighbouring Councils.**

Councillor Cook confirmed that Government intervention had been sought regarding the approved planning by Lichfield Council and that a call-in public enquiry was agreed with a proposed date of January 2018. Tamworth Borough Council has Rule 6 status ensuring that they are able to speak at the enquiry and have sought assurance from Stafford County Council that they had also served the correct Rule 6 notice. As anything further developed this would be updated to the committee.

- **Clarification was sought as to the Diversity and Equalities update.**

It was advised that this was in relation to the employment of staff and ensuring that Tamworth Borough Council conformed to this legislation.

- **Members discussed the size of the Forward Plan and the types of items that were expected to be included.**

Councillor Cook confirmed that policy stage of the Forward Plan had passed and it is now in delivery therefore it is expected to be lighter. In addition policy decisions are coming through but would not be an addition to the Forward Plan until a date for the decision has been passed.

Quarter Four 2016/17 Performance Report

- Councillor A James sought clarification on the following areas of risk:

What is being done to reduce the deficit on Housing arrears not recovered?

The Leader of the Council confirmed that as a representation of the overall rents collected this deficit reflects approximately 1% and everything that is possible is done to collect the monies owing.

Information Management and IT Infrastructure is shown as a medium risk – failure to secure and manage data and IT infrastructure, why is this?

Councillor Cook confirmed that Tamworth Borough Council does have back up sites and that part of the transformation review is to ensure that personnel are able to log on to computer systems that are effectively backed up.

Failure to manage Health & Safety is shown as a medium risk.

Councillor D Cook confirmed that this is a shared function with Lichfield District Council and as such there is a shared Health and Safety Officer.

Taxi licensing process not followed, giving rise to licenses being issued to persons who are not fit and proper, is shown as a medium risk.

Councillor D Cook believes that this is not a reflection on Tamworth Borough Council, but is representative of the licensing function outside of Tamworth Borough Council, however, he would confirm this and feedback to the committee.

- Councillor S People sought clarification on the following:

Was there any evidence to suggest that there was a downward trend in respect of rent collection and the increase in debt now that tenants received monies directly?

The Leader of the Council advised that this was being monitored with the introduction and implementation of Universal Credit, however there was nothing currently to suggest that this is the case.

With reference to the Health and Safety Officer what risk is there in respect of the waste disposal scheme that operates with Lichfield?

Councillor D Cook advised that Tamworth Borough Council were in the driving seat in respect of the waste disposal scheme and did not for see there to be any threat.

Implementation of the General Data Protection Regulations coming into effect May 2018 how is this being managed?

The Leader of the Council will request an update and briefing to be provided by Nikki Burton at which point he would welcome questions to be emailed with any concerns.

- Councillor J Oates sought clarification on the following:

Under Delivering Quality Services in Tamworth – an update on working with customers to improve their access to Council services stated significant increase in hits on the website. How does this show an improvement and why is it there if it does not quantify this delivery?

Councillor D Cook would look into the use of this measure and feedback to the committee.

There were no further points seeking clarification and the Chair thanked The Leader of the Council for coming. It was confirmed that when outstanding replies were received they would be circulated to everyone on the committee.

10 WORK PROGRAMME PROPOSAL

RESOLVED: That Members developed the Work Programme for 2017/18

(Agreed by all Members in attendance.)

- Forward Plan would always be at the top of each Agenda for future meetings.
- Quarterly Performance Report will be led in future by the calendar, to enable review prior to going to cabinet. It was proposed and agreed that a working party consisting of Councillors A James, S Peale and T Madge take this forward and feedback to the full Committee at the next meeting.
- Update on the Corporate Investment Strategy a discussion took place and it was agreed that Section 106 Briefing Paper would be sent out to all committee members.
- Post Creation of Company the committee to approach the Chief Executive requesting a report on the creation of the company and clarify the current position in terms of timescale for feedback at the next meeting.
- Local Plan Update was to be carried forward to March 2018 by which time the committee may have received an update regarding the Call-in on the Lichfield District Council planning application.
- Procurement Review was deemed to be a vast area to look at and it was agreed that a working party consisting of Councillors P Thurgood, P Standen, M Summers would be formed to establish the scope of the work in this area with an initial feedback date of January 2018.
- Tamworth Borough Council Properties direction review would take the form of a working group consisting of Councillors J Oates, S Peale, P Thurgood, R Ford and P Standen who would feedback findings to the committee in October 2017.
- Housing Revenue Account Tenants Group meets monthly, with representation from the Corporate Scrutiny Committee available to attend.

Nominations were received and it was agreed that Councillors P Standen and R Ford would attend with the caveat to allow substitutions.

- Housing Revenue Account Business Plan timeline to be confirmed.
- Local Infrastructure and connectivity to broadband and fibre providers be explored by way of a working group consisting of Councillors M Summers, P Standen, R Ford, P Thurgood and T Madge. An initial feedback of discussions to take place at the meeting in October 2017, with a view to requesting suppliers in for a Questions and Answer meeting involving the local press and utilising Democratic Services and Officer support in the scheduling of this meeting.

11 WORK PLAN

RESOLVED: That Members approved the Work Plan for 2017/18.

(Agreed by all Members in attendance.)

Corporate Scrutiny Work Plan

Work Plan 2017 - 2018	
DATE	SUBJECT
August 2017	Forward Plan review
August 2017	Update on Corporate Investment Strategy
August 2017	Post Creation of Company update
August 2017	Housing Revenue Account Business Plan
Quarterly	Quarterly Performance Report Review
October 2017	Tamworth Borough Council Properties direction review update
October 2017	Local Infrastructure and Connectivity working group update
January 2018	Procurement Review working group update
March 2018	Local Plan update

Upcoming Corporate Scrutiny Committee Meetings
Wednesday 30 th August 2017
Wednesday 25 th October 2017
Wednesday 31 st January 2018
Wednesday 14 th March 2018

Chair