



**MINUTES OF A MEETING OF THE
CORPORATE SCRUTINY COMMITTEE
HELD ON 4th APRIL 2018**

PRESENT: Councillor J Oates (Chair), Councillors R Ford, A James, R Kingstone, Dr S People, P Standen, M Summers and P Thurgood

The following officers were present: Janine Bryant (Scrutiny and Corporate Support Officer), Andrew Barratt (Chief Operating Officer), Nicki Burton (Director - Technology and Corporate Programmes), John Day (Corporate Performance Officer) and Anica Goodwin (Head of Paid Service)

46 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor T Madge.

47 MINUTES OF THE PREVIOUS MEETING

The Minutes of the previous Corporate Scrutiny Committee meeting held on 14 March 2018 were approved and signed as a correct record.

(Moved by Councillor Dr. S People and seconded by Councillor P Thurgood)

48 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

The following motions without notice were passed under paragraph 9.1.3, to amend the order of business on the Agenda to:-

Corporate Image through Communications with Customers
GDPR Update
Quarter Three 2017/18 Performance Report
Update from Chair and Working Groups
2017/18 Forward Plan
Agenda setting for the First Meeting of the New Municipal Year

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

The committee were advised that the Scrutiny Officer will be leaving Tamworth Borough Council before the start of the new municipal year and wished to expressed their thanks to her for the support that she has provided in the role.

49 CORPORATE IMAGE THROUGH COMMUNICATIONS WITH CUSTOMERS

The committee raised the following points around communication with the Chief Operating Officer and Head of Paid Service:-

- Letters issued by Tamworth Borough Council can often overlap between departments and leave the residents confused;
- An investigation of rent payment dates aligning with pay dates be beneficial;
- Some of the formal letters cause concern to residents. Could the use of plain English and language levels be explored? This could prove beneficial in breaking down barriers;
- Would it be possible for a planning application letter be identified on the envelope?
- Internal communication between departments can be lacking and often cause Councillors a barrier when investigating matters on behalf of residents.

The Chief Operating Officer and Head of Paid Service thanked the committee for their comments and agreed that they would investigate the matters raised and feedback their findings a future meeting.

50 GDPR UPDATE

The Director of Technology & Corporate Programmes gave a presentation around the Council's position on General Data Protection Regulations (GDPR) and what has happened so far for implementation of the new regulations that come into effect on 25 May 2018.

Training will be available for Councillors to attend and it is recommended that they do so.

Recommendations: The committee recommend to Cabinet that –

GDPR training becomes part of the induction process for new Councillors;

The Director of Technology & Corporate Programmes to draft a proposal for Councillors.

(Moved by Councillor J Oates and seconded by Councillor Dr S Peuple)

51 QUARTER THREE 2017/18 PERFORMANCE REPORT

The Corporate Performance Manager provided the Committee with clarification around details contained within the Quarter Three 2017/18 Performance Report.

Recommendations: The committee recommend to Cabinet that –

The Quarter Three 2017/18 Performance Report is approved.

(Moved by Councillor R Ford and seconded by Councillor A James)

52 UPDATE FROM CHAIR AND WORKING GROUPS

There were no updates from the Chair at this time.

Town Centre Working Group provided a verbal update and invited Councillor S Goodall, Chair of the Infrastructure, Safety and Growth Scrutiny Committee to provide input around the Castle Review that is currently being undertaken.

Following a debate the committee make the following recommendation.

Recommendations: The committee recommend to Cabinet that –

They investigate keeping the shop frontages and redeveloping the rest of the building and rear to be an annex/reception/eatery for the Castle in line with revised vision for the Castle.

(Moved by Councillor Dr S Peuple and seconded by Councillor R Ford)

The Mayoral Working Group provided a verbal update and makes the following recommendations.

Recommendations: The committee recommend to Cabinet that they consider –

The Borough Council takes initiative for civic funerals and offer's the mayor's attendance.

In line with the above – At any funeral the Mayor may attend with Chains if approved by the family; however they should not sit at the front or be announced as in attendance.

The changes to the religious breakdown of the community and considers whether the Mayor's Chaplin should present all prayers at full council or this could be rotated.

All options including the leasing of to be considered to replace the mayor's car outside the political realm.

(Moved by Councillor Dr S Peuple and seconded by Councillor R Kingstone)

The Infrastructure Working Group provided a verbal update on their findings around broadband connectivity and makes the following recommendations.

Recommendations: The committee recommend to Cabinet that they –

Review how planning processes / Local Plan be amended to ensure areas of new housing include provision of telecoms infrastructure such as ducting; to avoid issues of relatively new estates such as Valley drive being optical fibre broadband black spots.

Consider using the Corporate Investment Strategy vehicle to invest in optical fibre broadband infrastructure (optical fibre to premises). Look at potential private sector partners.

That the committee continues to review this topic periodically and that the working group continues into the new municipal year.

(Moved by Councillor P Standen and seconded by Councillor M Summers)

53 2017/18 FORWARD PLAN

No matters to consider at present.

54 AGENDA SETTING FOR THE FIRST MEETING OF THE NEW MUNICIPAL YEAR

A motion without notice under paragraph 9.1.13, to continue the meeting beyond 8.30 pm was passed.

(Moved by Councillor R Ford and seconded by Councillor Dr S Peuple)

The committee considered proposals for the first meeting of the new municipal year and agreed to invite the LEP to be interviewed by the Corporate Scrutiny Committee.

Chair

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