



## **MINUTES OF A MEETING OF THE CORPORATE SCRUTINY COMMITTEE HELD ON 5th DECEMBER 2019**

PRESENT: Councillor T Jay (Chair), Councillors R Bilcliff, R Claymore, R Ford, S Goodall, Dr S Peale, P Standen and M Summers

The following officers were present: Anna Miller (Assistant Director – Growth & Regeneration), Matthew Fletcher (Head of Economic Development and Regeneration) and Jo Hutchison (Democratic Services, Scrutiny and Elections Officer)

No apologies were received. Councillor R Bilcliff left the meeting at 6.45pm.

### **59 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 14<sup>th</sup> November 2019 were approved and signed as a correct record.

*(Moved by Councillor R Ford and seconded by Councillor S Goodall)*

### **60 DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **61 CHAIR'S UPDATE**

The Chair reported that he had circulated a note to members explaining the proposed changes to the Committee's Work Plan, which in summary were to:

- move the update on the Corporate Investment Strategy to February 2020;
- move the Member training update to March 2020;
- move the Parking Toolkit review to then next municipal year (May 2020);
- add twice yearly updates on Solway Trading Company to the Committee's work plan;
- target specific dates for the Local Council Tax Reduction Scheme review, Review of Legal Services and the Assembly Rooms.

The Chair reported that he had received no responses to that note and members indicated that they were in agreement with the proposed revisions.

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

An update on the Cleaning Services review was requested.

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

No items had been referred to this Committee.

**64 WORKING GROUP UPDATES**

The Chair reported that the QPR executive summary working group had responded to the Executive Director, Finance's proposals for the format of the QPR executive summary and the working group expected that the Q3 report would be accompanied with the proposed executive summary for the Committee's consideration.

The Chair suggested that a scoping document working group be formed to look to create a short document which could be submitted to Officers to support them in the production of the reports for the Committee. It was reported that a scoping document had been in use some time ago. It was agreed that the old document would be reviewed to consider whether it was suitable for the purpose and the Chair would report back to a future meeting of this Committee.

**65 2019/20 FORWARD PLAN**

There were no new items on the Forward Plan to consider.

**66 ASSET MANAGEMENT STRATEGY UPDATE**

The Committee received the Report of the Assistant Director, Assets on the Asset Management Strategy Update. It was reported that a review of the Council's Asset Management Strategy cutting across both housing and non-housing property is planned to take place during the 2020/21 financial year and it was agreed to update the Work Plan accordingly.

**67 CORPORATE SCRUTINY COMMITTEE WORK PLAN**

The Committee agreed that an additional meeting of the Committee was required and agreed that the preferred date for an additional meeting was 30<sup>th</sup> January 2020.

The Committee considered its Work Plan and agreed to amend the Work Plan as follows:

**Corporate Scrutiny Work Plan**

<b>Work Plan 2019 – 2020</b>
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TARGET MEETING DATE	SUBJECT	MEETING WHEN ITEM ADDED TO WORK PLAN
30 January 2020	Corporate investment strategy	
30 January 2020	Garage Sites	
5 <sup>th</sup> February 2020	QPR Q3 2019/20 Report	Regular item
5 <sup>th</sup> February 2020	Market tender progress Update	August 2019
5 <sup>th</sup> February 2020	Review of senior management restructuring (update)	
5 <sup>th</sup> February 2020	Working group report on QPR Report Executive Summary	June 2019
12 <sup>th</sup> March 2020	Member Training update	June 2019
12 <sup>th</sup> March 2020	Member Support Working group – sub group on Member Communications	
12 <sup>th</sup> March 2020	Review of Cabinet decisions over previous 12 month period	
May 2020	Parking Toolkit review	October 2019
June 2020	Local Council Tax Reduction Scheme 2021 onwards - revisit	November 2019
July 2020	Review of Legal Services (post implementation)	November 2019
August 2020	The Assembly Rooms – review of project	November 2019
TBC	Housing Repairs & Investment Contract Review	November 2019
TBC	Solway Trading Company Update (2x per year)	December 2019
Quarter 4 2020	Asset Management update	December 2019

### Upcoming Corporate Scrutiny Committee Meetings

30<sup>th</sup> January 2020  
 5<sup>th</sup> February 2020 (QPR Q3 focus)  
 12<sup>th</sup> March 2020

**68 EXCLUSION OF THE PRESS AND PUBLIC****RESOLVED:**

That members of the press and public be now excluded from the meeting during consideration of the following item on the grounds that the business involves the likely disclosure of exempt information as defined in Paragraphs 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended).

*(Moved by Councillor R Ford and seconded by Councillor S Goodall)*

**69 TOWN CENTRE WORKSTREAMS**

The Committee received the confidential Report of the Portfolio Holder for Heritage and Growth on Town Centre Workstreams. The report provided an update to Corporate Scrutiny on progress against work delivered by the Council in the town centre. The Chair introduced the Assistant Director, Growth and Regeneration and the Head of Economic Development and Regeneration.

The report covered six themes:

- Engagement;
- Funding Applications
- Regeneration Projects
- Strategy Development
- Project Development

The Head of Economic Development and Regeneration reported on the extensive engagement relating to the town centre through the Leader led – Tamworth – What's Next engagement as well as engagement working with local businesses and commercial property owners.

The Committee discussed how the council engaged with local businesses and how this was communicated to members, as well as the changing funding structure for town centres.

Councillor Bilcliff left the meeting.

The Head of Economic Development and Regeneration reported on the work underway with funding applications and the deadlines to be met.

The Committee noted the value of the considerable feedback which had been received through the What's Next Campaign. Furthermore, the Council had led, with the Greater Birmingham and Solihull LEP, a study of 10 town centres in the area which included Tamworth, and this had helped to support the council's understanding of the drivers affecting Tamworth town centre.

The Committee received an update on the regeneration projects, including the work at the Philip Dix Centre as well as other projects to enhance access points to the town centre.

It was reported that the Town Centre Strategy and the Tourism Strategy work had been postponed due to the requirements of the Future High Street Funds.

Project development work continued internally on projects which could be explored.

The Committee thanked the Officers, who then left the meeting.

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Chair

DRAFT