

**Minutes of the Meeting of
Sandwell Metropolitan Borough Council**

**16th July, 2019 at 6.00pm
at the Sandwell Council House, Oldbury**

Present: The Mayor (Councillor Dr Jaron);

Councillors Akhtar, Akhter, Ali, Allcock, Allen, Ashman, Bawa, Bostan, Carmichael, Cherrington, Chidley, Crompton, Crumpton, S Davies, Y Davies, Dhallu, Downing, Eaves, Edwards, Gavan, E A Giles, E M Giles, L Giles, G Gill, M Gill, Hackett, Hadley, Hevican, P Hughes, M Hussain, Z Hussain, I Jones, O Jones, R Jones, S Jones, Kausar, Lewis, Lloyd, Mabena, McVittie, Melia, Millar, Millard, Padda, Phillips, Preece, Rollins, Rouf, Sandars, Shaeen, Simms, Taylor, Tranter, Trow, Webb and White.

Apologies: Councillors Ahmed, Costigan, Hartwell, Horton, P M Hughes, M Y Hussain, Jarvis, Khatun, Moore, Shackleton, Singh, Tagger, Underhill and Worsey.

62/19 Declaration of Interest

The Executive Director of Adult Social Care, Health and Wellbeing, David Stevens, declared a disclosable pecuniary interest in Minute No. 66/19 (Interim Chief Officer Arrangements) and subsequently left the room during consideration of the item.

63/19 Minutes

Resolved that the minutes of the Extraordinary Meeting of Council held on 4th June, 2019 be confirmed as a correct record.

**Meeting of Sandwell Metropolitan Borough Council –
16th July, 2019**

64/19 **Mayor's Announcements**

Details of Mayoral engagements since the last meeting of the Council had been circulated to members.

The Mayor made reference to the excellent presentation which had been provided to elected members prior to the meeting in respect of modern slavery.

Modern slavery and human trafficking was one of the most pressing problems the world faced today and it was estimated that 4.6 million people lived in slavery across the world. Modern slavery included labour exploitation, sexual exploitation, criminal exploitation and domestic servitude.

Through the Anti-Slavery Partnership who led on the strategic response to modern slavery, Sandwell was proud of its work around modern slavery and human trafficking.

To affirm Sandwell's commitment, the Council had agreed to sign up to a slavery free community charter which would enable the Council, its partners and communities to respond to and prevent modern slavery.

The Leader and the Executive Director of Adult Social Care, Health and Wellbeing were invited to sign the Charter.

65/19a **Proposals to Depart from the Local Development Plan - Land at 1 Birmingham Road, West Bromwich, B71 4JH**

At the meeting of the Planning Committee held on 5th June 2019, consideration was given to planning application DC/19/62949 which sought approval for coach storage and parking at 1 Birmingham Road, West Bromwich.

Planning Committee approved the planning application. As the site was currently allocated as high quality employment use within the Site Allocations and Delivery Development Plan Document, it was necessary for the Council to consider whether or not to grant an exception to its policy to allow the application to proceed.

**Meeting of Sandwell Metropolitan Borough Council –
16th July, 2019**

It was moved, seconded and unanimously:

Resolved that an exception to the local development plan be allowed in respect of planning application DC/19/62949 (retention of building for coach storage and use of adjoining land for coach and staff parking at 1 Birmingham Road, West Bromwich, B71 4JH).

65/19b **Proposals to Depart from the Local Development Plan - Land Adjacent to Dudley Golf Club, Turners Hill, Rowley Regis**

At the meeting of Planning Committee held on 8th May 2019, consideration was given to planning application DC/19/62885 which sought approval for 3 four bed houses on land adjacent to Dudley Golf Club, Turners Hill, Rowley Regis.

Planning Committee approved the planning application with conditions. As Dudley Golf Club formed part of the Rowley Hills strategic open space within the Site Allocations and Delivery Development Plan Document, it was necessary for the Council to consider whether or not to grant an exception to its policy to allow the application to proceed.

It was moved, seconded and unanimously:

Resolved that an exception to the local development plan be allowed in respect of planning application DC/19/62885 (Proposed demolition of existing structures and erection of 3 four bed houses at Dudley Golf Club, Turners Hill, Rowley Regis).

66/19 **Interim Chief Officer Arrangements**

The Chief Officers Terms and Conditions Committee met on 15th July 2019.

**Meeting of Sandwell Metropolitan Borough Council –
16th July, 2019**

It was reported that on 2nd July 2019, the Chief Executive had tendered his resignation with immediate effect. Consideration was given to arrangements for the designation of an officer of the Council to act as Head of Paid Service, Returning Officer and Electoral Registration Officer.

It was agreed that the Executive Director of Adult Social Care, Health and Wellbeing would act as Interim Chief Executive until such time that a Chief Executive was appointed and in situ.

In accordance with the Principles of Delegation, Section 3, para 4 (Authority to Act) of the Scheme of Delegations to Officers within the Constitution, it was proposed that the Interim Chief Executive be authorised to nominate an Executive Director to act in his absence, or where he was unable to make a decision due to a conflict of interest, with the exception of any decisions which related to the duty of the office of Monitoring Officer or Section 151 Officer, pursuant to the above mentioned delegation.

In addition, the Committee was of the view that:-

- the requirement for the role of Deputy Chief Executive should be reviewed further as part of the governance review;
- Mr Stuart Lackenby be appointed as the Council's Interim Director of Adult Social Services (DASS) as he held the appropriate qualification and experience for the role.

It was moved, seconded and unanimously:

Resolved:-

- (1) that Mr David Stevens be appointed Interim Chief Executive and be appointed to the statutory roles of Head of Paid Service, Returning Officer and Electoral Registration Officer with immediate effect and until such time as a permanent Chief Executive is appointed and in situ;

**Meeting of Sandwell Metropolitan Borough Council –
16th July, 2019**

- (2) that in accordance with the Principles of Delegation, Section 3, para 4 (Authority to Act) of the Scheme of Delegations to Officers within the Constitution, the Interim Chief Executive be authorised to nominate an Executive Director on an interim basis to act in his absence, or where he is unable to make a decision due to a conflict of interest, with the exception of any decisions which relate to the duty of the office of Monitoring Officer or Section 151 Officer, until such time as a permanent Chief Executive is appointed and in situ;
- (3) that Mr Stuart Lackenby be appointed as the Council's Interim Director of Adult Social Services (DASS) with immediate effect and until such time as a permanent Chief Executive is appointed and in situ;
- (4) that a review of the requirement for the role of Deputy Chief Executive be considered as part of the Governance Review.

67/19

Independent Remuneration Panel Review on the Members' Allowances Scheme

In accordance with the Local Authorities (Members' Allowances) (England) Regulations 2001, as amended, the Council must invite independent representatives of Sandwell to form a Panel to make recommendations on a suitable remuneration scheme for elected Members.

The Panel had the function of providing the Council with advice on its Members' Allowances Scheme and the nature and level of allowances to be paid. The Council must have regard to this advice when reviewing or amending its Scheme.

It was recommended that the Panel carry out a fundamental review of the Scheme at least every four years and an annual 'light touch' review was recommended.

Meeting of Sandwell Metropolitan Borough Council – 16th July, 2019

The Panel, comprising of Mr Stewart Towe (Chair), Ashley Saville-Boss and Ms Sylvia Parkin, met on 11th July 2019 to explore the following:-

- the role and responsibility of Cabinet Advisor;
- the role and responsibility of Chair of Budget and Corporate Scrutiny Management Board;
- the role and responsibility of Deputy Mayor.

Cabinet Advisor (formerly known as Member Champion)

The Member Champion role commenced in 2017-18 and received a Special Responsibility Allowance (SRA) which equated to 33.3% of the Leader's Allowance. Originally these four roles covered Children and Youth, Equality and Diversity, Business and Environment.

From this municipal year, these roles were now known as Cabinet Advisor to reflect six newly established areas that closely linked to Sandwell's Vision 2030 and Ambitions. The purpose of the Cabinet Advisor role was to support the Executive relating to their area of expertise. They would also liaise with and gather Member opinion on policy issues relating to their area of expertise.

The portfolios for these Cabinet Advisor roles were:-

- Adult Social Care and Health;
- Children and Young People;
- Community and Neighbourhoods;
- Community Wealth Building;
- Housing;
- Transport and Community Cohesion.

The Panel considered the revised role description and title change in comparison to the Member Champion role agreed as part of the fundamental review which took place in 2017. The Panel acknowledged the rationale for creating the Cabinet Advisor role and considered that the current SRA of 33.3% of the Leader's Allowance reflected the level of responsibility it entailed.

**Meeting of Sandwell Metropolitan Borough Council –
16th July, 2019**

Budget and Corporate Scrutiny Management Board Chair

This role had originally included responsibility for attending, participating in and reporting back on the West Midlands Combined Authority (WMCA) Scrutiny Committee Participation. The WMCA Scrutiny Committee typically involved a commitment to participate within additional working groups and task and finish groups at a regional level.

The responsibility for liaising with West Midlands Combined Authority Scrutiny and work streams had now been removed from the role for this Municipal Year. The Panel noted that participation in WMCA scrutiny was one of the considerations of a current review of the scrutiny function which was part of a fundamental review of Governance. The current SRA for the Budget and Corporate Scrutiny Management Board Chair was 60% of the Leader's Allowance. The Panel considered the impact of removing the regional-level responsibility to participate in the WMCA Scrutiny Committee and the oversight and coordination of all scrutiny board work and was of the view that, as this was deemed to be in line with the role and responsibility of other scrutiny board chairs, the SRA should also be amended from 60% to 33.3% of the Leader's Allowance to reflect the reduction in responsibility.

With the reduction in responsibility, the Panel noted that a scrutiny review was currently underway and, in the event that scrutiny roles and responsibilities changed in the future and/or any recommendations arising from the review relating to members role description and responsibilities were identified, this would be reviewed and the SRA considered by the Panel in due course.

Allowance for Deputy Mayor

As the first citizen of Sandwell, the Mayor currently received an SRA of £20,808 (including a clothing allowance). Historically, the Deputy Mayor of the Council would receive an allowance, however, the SRA for the role of Deputy Mayor ceased at the end of the municipal year 2014/15. When the IRP met in 2017, the Panel felt that the Deputy Mayor should receive an allowance where the Mayor was incapacitated for a period of time.

Since 2016, the Deputy Mayor had attended 254 events (without the Mayor) and 71 (with the Mayor) - a total of 325 engagements.

**Meeting of Sandwell Metropolitan Borough Council –
16th July, 2019**

The Panel felt that, from their experience, the visibility of the Mayor and Deputy Mayor had significantly increased over the years and that the Deputy Mayor played a very important role in supporting the Mayor. Whilst the Panel was minded to agree that the Deputy Mayor should receive an allowance for the substantial work undertaken during their term of office, it was unclear why the SRA ceased.

Consideration was also given as to whether the Deputy Mayor, having successfully completed their term, should then become Mayor for the following year. The Panel felt that a benchmarking exercise should be undertaken to explore whether neighbouring authorities paid an SRA for the role and to ascertain if the Deputy Mayor became Mayor the following municipal year.

The Panel considered that this should form part of the governance review being undertaken by the Council. Following this review, and further information as to why the SRA ceased, the Panel requested that a further report be submitted for them to consider whether an allowance should be reinstated for the role of Deputy Mayor.

Resolved:-

- (1) that, pending further information relating to the role of the Deputy Mayor to include the reasons why the Special Responsibility Allowance (SRA) ceased in 2014/15 and, subject to further consideration as part of the governance review of the constitution, a further report be submitted to the Independent Remuneration Panel to determine whether an SRA should be payable to the Deputy Mayor;
- (2) that, having considered the proposed role description for the Cabinet Advisor and the need for better alignment to the Vision 2030 with clearer accountability and support to the Executive, the role of Member Champion be replaced by the role of Cabinet Advisor with the Special Responsibility Allowance remaining at 33.3% of the Leader's Allowance;

**Meeting of Sandwell Metropolitan Borough Council –
16th July, 2019**

- (3) that, having considered the changes in the role and remit of the Budget and Corporate Scrutiny Management Board Chair, and the removal of the responsibility of the West Midlands Combined Authority liaison work and the oversight and coordination of Scrutiny Board work, the Special Responsibility Allowance for this role be amended from 60% of the Leader's Allowance to 33.3% of the Leader's Allowance in line with the SRA of all other Scrutiny Chairs;
- (4) that the revised Schedule of Members' Allowances in respect of Sandwell MBC for the municipal year 2019/20 be approved, as set out in Appendix A;
- (5) that the role description for Cabinet Advisor, as set out in Appendix B, be approved and the Director of Law and Governance and Monitoring Officer amend the Council's Constitution, its Parts and Articles, in accordance with Article 15 of the Constitution to include the role description for the Cabinet Advisor for the areas of responsibility set out below:-
 - Adult Social Care and Health;
 - Children and Young People;
 - Community and Neighbourhoods;
 - Community Wealth Building;
 - Housing;
 - Transport and Community Cohesion;
- (6) that any outcomes from the scrutiny review in respect of scrutiny roles and responsibilities be considered by the Independent Remuneration Panel.

68/19

Report of the Select Committee for Electoral Participation

The Chair of the Select Committee for Electoral Participation, Councillor Melia, presented the 2018-19 report.

Meeting of Sandwell Metropolitan Borough Council – 16th July, 2019

The Council had established the Select Committee for Electoral Participation to examine the current processes employed in Sandwell to maximise electoral registration, engagement and participation within the Borough.

The purpose of the Committee was to work collaboratively with members, officers, other Council departments and partnership groups to discuss and investigate the current mechanisms in place to actively engage and promote electoral participation and registration.

The Committee held four meetings during the municipal year and some excellent results had been achieved. Guest speakers from schools and faith organisations provided the Committee with information from their perspective and had highlighted some key areas of engagement to be focussed on moving forward.

From reviewing all the current methods and activities for engagement, the Select Committee considered that there were several mechanisms in place to ensure that the Electoral Registration Officer was meeting its duty to encourage voter participation and engagement. The five areas where the Committee had identified new methods and approaches that needed to form part of Sandwell's Public Engagement Strategy were:-

- effective use of local authority data - the use of all local authority data to identify new electors enabling a targeted, measurable approach;
- democracy in schools and young voter engagement – to widen the number of schools who participated in the programme and extend this to all schools in the borough;
- whole Council approach to partnership working - engage all Council departments in ensuring that registration was promoted at every customer contact;
- streamline the Annual Canvass - to drive the digital agenda with the use of new techniques that utilise all channels of communication with the electorate;

Meeting of Sandwell Metropolitan Borough Council – 16th July, 2019

- targeted community engagement with under registered groups - the Select Committee had identified a number of ways in which engagement and participation could be increased. The critical part of any participation and engagement strategy was to monitor, review and evaluate activities to ensure that the Council's strategy remained effective and inclusive. This meant refining the profile of the registration area, checking the audience and confirming target groups, and reviewing the channels available for engaging with residents.

Democracy in the United Kingdom had faced unprecedented developments over the last few years and would continue to meet new and unpredictable circumstances in future. Despite significant changes to make registration easier and more accessible than it had ever been, there were still many barriers in place.

The continued work of the Select Committee would help to steer and drive continuous change and facilitate new and innovative approaches to engagement. This would not only help with the completeness and accuracy of the Electoral Register in line with statutory requirements, it would ensure that all eligible residents of Sandwell were engaged in the electoral process and exercised their democratic right. In line with Ambition 10 of the Council's Vision 2030, it was essential that democracy remained relevant to people's lives and at the very heart of the community.

The Chair of the Select Committee for Electoral Participation wished to place on record his thanks to all members who had served on the Committee, officers and external partners who had participated.

69/19

Licensing Committee Annual Report 2018-19

The Chair of the Licensing Committee, Councillor Allen, introduced the Licensing Committee Annual Report for the 2018-19 municipal year.

Meeting of Sandwell Metropolitan Borough Council – 16th July, 2019

The Committee had considered 141 individual matters relating to the grant or review of licenses within the local authority's administrative remit. All matters were considered against the licensing regimes primary function, which was to protect the public.

The Licensing Team had conducted enforcement/compliance visits to 66 licensed premises. Many of these were undertaken with various partner agencies such as West Midlands Police, Trading Standards, Environmental Health, Planning and West Midlands Fire Service.

Between 1st April 2018 and 31st March 2019, the Taxi Licensing Enforcement Team had conducted 12 multi-agency safety operations together with officers from the Driver and Vehicle Standards Agency, West Midlands Police and Her Majesty's Revenue & Customs fuel testers at locations across the borough.

On average, 20 vehicles were checked on each operation. Findings had been that approximately 70% due to failure for mostly minor issues such as defective light bulbs which were rectified on site by the vehicle examiners so that the drivers may continue to work. Fixed penalties continued to be issued for defective tyres and were followed up by an appearance at the Licensing Sub Committee.

The Licensing Team were committed to ensure that businesses operated legally and responsibly so that residents lived in safe neighbourhoods and had a good quality of life, whilst following the Black Country Local Authorities Enforcement Policy against those who failed to comply.

Since January 2018, the team had visited numerous licensed premises carrying out general enforcement visits and following up on complaints received. The team had been working closely with the Police and visiting 'problem' premises to ensure licence holders were complying with the operating schedule and conditions of licence.

Meeting of Sandwell Metropolitan Borough Council – 16th July, 2019

The Committee had undertaken training throughout the year covering member conduct/licensing process, relevant legislation, case law, declarations of interest, the new Private Hire and Hackney Carriage Licensing Policy and Determinations of Matters Policy.

The Committee carried out its role with a view to ensuring the public were kept safe from harm. In making its decisions, the Committee put this perspective at the forefront of its decision making providing further assurance to the public that the Council viewed the safety of its citizens as paramount in carrying out this function.

Members and officers were constantly reviewing Council Policy and delegations to reduce Committee time and further improve the level of service offered to licence holders. During the course of the next municipal year, the following activities were planned:

- completion of the review of the Alcohol Licensing Policy;
- review of the Gambling Policy;
- the introduction of policies governing the licensing of scrap metal dealers and Sexual Entertainment Venues.

Over the course of the 2018/19 municipal year, there had been a move towards increasing the amount of operational activity that took place online, with further work to continue in 2019/20. This would continue to both benefit the customer, by improving the efficiency and accessibility of service, and the Committee, as it would increase the visibility of the work being carried out to all elected members and residents of the borough.

70/19 Scrutiny Annual Report 2018-19

Councillor E M Giles presented the Scrutiny Annual Report for 2018-19.

Overview and scrutiny was a key aspect of this Council's governance framework and integral to decision making.

Meeting of Sandwell Metropolitan Borough Council – 16th July, 2019

The scrutiny function in Sandwell informed policy making, reviewed delivery, monitored performance and shaped services to support services and Sandwell Vision 2030 ambitions.

The Council appointed a Scrutiny Management Board and four thematic Scrutiny Boards to discharge the functions conferred by section 12 of the Local Government Act 2000 and subsequent legislation. The local authority had a duty to have a means of scrutinising crime and disorder, health and flood provisions.

The scrutiny function was member led. The scrutiny work programming process ensured that the public, businesses, Council officers and partners were consulted to bring forward potential topics for scrutiny to look at in the work programme.

The work programme was reviewed regularly to check that items were still relevant for scrutiny, that it was the right time to look at the item, this ensured that scrutiny contributed to other processes, it did not replicate other work and that it captured emerging items and topics.

With fewer resources in local government, decisions were critical and may impact on how services were delivered. Scrutiny added challenge on several levels and it was more important than ever to monitor performance, to check the best use of resource was being made and to monitor and challenge when things were not going to plan. Scrutiny was most effective and added value when it was properly scoped and supported, the scrutiny function must be open and transparent.

Partnership working was an integral part of the scrutiny process and good governance and created an environment and a platform to shape and develop policies and services with key strategic partners for the people and communities in Sandwell. Scrutiny Chairs actively encouraged partners to participate in the scrutiny function.

A Budget and Corporate Scrutiny Management Board and four portfolio-based Scrutiny Board had been established.

Meeting of Sandwell Metropolitan Borough Council – 16th July, 2019

The Scrutiny Boards used a range of methods to deliver their programme and carry out scrutiny including:-

- inviting witnesses or experts to provide reports and presentations;
- giving consideration of pre-decision matters where the Board considered and commented on key decisions to be made by Cabinet;
- inviting Cabinet Members, service providers and partners to attend to report on progress, performance and monitoring.

During 2018-19, 34 Scrutiny Board meetings had been held covering:-

- Childcare Sufficiency Report 2018-19;
- Tackling Isolation and Loneliness;
- Assessments for Aids and Adaptations;
- Digital Strategy 2018-2021;
- Implementation of the Devolution Agreement - Adult Education Budget - Transfer of Powers to West Midlands Combined Authority;
- Sandwell Children's Trust Performance Monitoring;
- Cycling Infrastructure Programme 2018-19 and 2019-20;
- Housing Allocations Policy;
- Waste and recycling in Sandwell;
- Legacy Plans for the Aquatics Centre and Commonwealth Games 2022;
- Local Enterprise Partnerships;
- Robust budget monitoring;
- Air Quality Strategy.

Councillor E M Giles wished to place on record her thanks to Councillor P Hughes and the outgoing Scrutiny Chairs.

**Meeting of Sandwell Metropolitan Borough Council –
16th July, 2019**

71/19

Extensions to Six Month Attendance Rule

An extension of the six month attendance rule was sought to excuse the non-attendance of Councillor Tagger at Council meetings for a period of six months, with effect from 6th September 2019, expiring 10th March 2020 and Councillor Horton for a period of six months, with effect from 10th October 2019, expiring 10th April 2020.

Due to Councillor Tagger suffering ill-health, a formal request had been received for an extension to the six month rule to be approved. Council could only consider such a request where approval was given in relation to the reasons for non-attendance before the end of the relevant six month period, which would be on 6th September 2019.

Under the circumstances, it was requested that Council approved an extension of the six month rule for Councillor Tagger and that Council's best wishes be conveyed to Councillor Tagger for a speedy recovery. The extension of time would be effective for a six month period from 6th September 2019, expiring on 10th March 2020. This did not, of course, prevent Councillor Tagger from returning to meetings at any time if his health improved sufficiently.

Due to Councillor Horton suffering ill-health, a formal request had been received for an extension to the six month rule to be approved. Council could only consider such a request where approval was given in relation to the reasons for non-attendance before the end of the relevant six month period, which would be on 10th October 2019.

Under the circumstances, it was requested that Council approve an extension of the six month rule for Councillor Horton and that Council's best wishes be conveyed to Councillor Horton for a speedy recovery. The extension of time would be effective for a six month period from 10th October 2019 expiring on 10th April 2020. This did not, of course, prevent Councillor Horton from returning to meetings at any time if her health improved sufficiently.

**Meeting of Sandwell Metropolitan Borough Council –
16th July, 2019**

It was moved, seconded and unanimously:

Resolved:-

- (1) that, having regard to the circumstances of the absence of Councillor Tagger from Council meetings, approval be given to the waiving of the requirements of Section 85 of the Local Government Act 1972 and an extension of the six month rule for Councillor Tagger for a period of six months, with effect from 6th September 2019, expiring 10th March 2020;
- (2) that, having regard to the circumstances of the absence of Councillor Horton from Council meetings, approval be given to the waiving of the requirements of Section 85 of the Local Government Act 1972 and to an extension of the six month rule for Councillor Horton for a period of six months, with effect from 10th October 2019, expiring 10th April 2020.

72/19 Development of a Diversity Commission

Consideration of this item was deferred to a future meeting.

73/19 Political balance and appointments to vacant positions of Committees, Boards and Other Fora 2019-20

At its annual meeting on 21st May 2019, and the extraordinary meeting on 4th June 2019, the Council considered the political balance and appointments to those Committees, Boards and other fora for the 2019-20 Municipal Year and the assignment of members to those roles and bodies.

The Director of Law and Governance and Monitoring Officer had been notified of a change in political membership resulting in the opposition group ceasing to exist.

**Meeting of Sandwell Metropolitan Borough Council –
16th July, 2019**

Council gave consideration to the political balance of committees, boards and other fora for the remainder of the 2019-2020 Municipal Year and assigned members to vacancies to those roles and bodies.

Further to those appointments circulated, the Leader proposed that Councillor L Giles be appointed as the Chair of the Budget and Corporate Scrutiny Management Board.

It was moved, seconded and unanimously:

Resolved:-

- (1) taking into account the political balance of the committees, boards and other fora for the remainder of 2019/20, that members be appointed to the positions, committees, boards and other fora established by the Council, as set out in Appendix C;
- (2) that the persons listed in Appendix D be appointed or nominated, as the case may be, as the Council's representatives on the bodies referred to.

74/19

Minutes and Policy/Strategic Recommendations of the Cabinet

The Leader welcomed the Interim Chief Executive to his first Council meeting in his new role and gave an overview of her first 56 days in post, including:-

- leading a Council that was focussed on improving the lives of its communities doing all it could to deliver excellent services and provide leadership to partners in the borough and across the region;
- Sandwell Council had the lowest level of delayed transfers of care, a tribute to the hard work of Council officers and the great joint work with NHS partners;
- leading a Council reflecting a relatively young borough and welcoming a new intake of young and talented councillors and a younger Cabinet;

Meeting of Sandwell Metropolitan Borough Council – 16th July, 2019

- commitment to supporting the Children’s Trust to deliver the best for our children whilst ensuring it was held accountable for its responsibilities;
- a unique venture at Shireland Collegiate Academy allowing Sandwell children to attend a specialist music school in collaboration with the City of Birmingham Symphony Orchestra;
- the young people’s Climate Change agenda - in response the Council had given a commitment to plant a tree for every child starting school in Sandwell in September;
- leading a borough with transparency, separating member roles, including senior executive positions and those responsible for standards and audit;
- a review would be undertaken of the current scrutiny arrangements scrutiny to ensure learning from best practice;
- clarity between roles of members and officers and the need to work together with mutual respect relying on honest and robust advice and challenge from officers if members are to be effective;
- a review of the member/officer protocol would be undertaken to ensure it was effective.

The Council received the minutes of the meetings of the Cabinet held on 17th April and 5th and 26th June 2019.

In response to a question regarding Minute No. 71/19 – West Bromwich Indoor Market, considered on 26th June 2019, the Cabinet Member for Inclusive Economic Growth confirmed that officers were looking at the best plan possible and for funding for this ambitious plan. Meetings were in place and traders would be consulted in order to consider different options.

75/19

Minutes of the Budget and Corporate Scrutiny Management Board

Councillor E M Giles presented the minutes of the meetings of the Budget and Corporate Scrutiny Management Board held on 3rd April and 27th June 2019.

No questions were asked of Councillor E M Giles.

**Meeting of Sandwell Metropolitan Borough Council –
16th July, 2019**

76/19 Minutes of the Ethical Standards and Member Development Committee

The Chair of the Ethical Standards and Member Development Committee, Councillor Lewis, presented the minutes of the meeting of the Ethical Standards and Member Development Committee held on 28th June 2019.

No questions were asked of the Chair.

77/19 Minutes of the General Purposes and Arbitration Committee

The Chair of the General Purposes and Arbitration Committee, Councillor Dhallu, presented the minutes of the meeting of the General Purposes and Arbitration Committee held on 11th April 2019.

No questions were asked of the Chair.

(The meeting ended at 6.49pm)

This meeting was webcast live and is available to view on the Council's website (<http://sandwell.public-i.tv/core/portal/home>).

Contact Officer: Trisha Newton Democratic Services Unit 0121 569 3193

**Members' Allowance Scheme
Schedule of Allowances 2019-2020**

<u>Title</u>	<u>£</u>
Leader	27,340
Deputy Leader (90% of LA)	24,605
Cabinet Member (60% of LA)	16,405
Budget and Corporate Scrutiny Management Board Chair (33.3% of LA)	9,105
Scrutiny Board Chair (33.3% of LA)	9,105
Scrutiny Board Vice Chair (20% of LA)	5,468
Chair of Planning Committee (40% of LA)	10,936
Vice Chair of Planning Committee (20% of Chair of Planning's Allowance)	5,468
Chair of Licensing Committee (40% of LA)	10,936
Vice Chair of Licensing Committee (20% of LA)	5,468
Chair of General Purposes and Arbitration Committee (20% of LA)	5,468
Vice Chair of General Purposes and Arbitration Committee (10% of LA)	2,734
Chair of Land and Asset Management (33.3% of LA)	9,105
Chair of Audit and Risk Assurance Committee (33.3% of LA)	9,105
Chair of Select Committee (33.3% of LA)	9,105
Town Chair Member (33.3% of LA)	9,105
Deputy Town Chair Member (20% of LA)	5,468
Chair of Ethical Standards and Member Development Committee (33.3% of LA)	9,105
Vice Chair of Ethical Standards and Member Development Committee (10% of LA)	2,734
Adoption/Fostering Panel Councillor representative (20% of LA)	5,468
Cabinet Advisor (33.3% of LA)	9,105

Chair of Joint Consultative Panel (20% of LA)	5,468	
Leader of Main Opposition Party (Variable)	% of size of controlling group	Rate £
	5 (min)	1,367
	10	2,734
	15	4,101
	20	5,468
	25	6,834
	30	8,202
	35 (max)	9,569
Ceremonial Mayor	20,808	
Ceremonial Deputy Mayor	0	

Basic Allowance

£11,049

(LA = Leader's Allowance)

Role Description for Cabinet Advisor – Adult Social Care and Health

Corporate Responsibilities:

1. To develop and promote adult social care and health as part of Vision 2030 and associated ambitions.
2. To endeavour to meet the aspirations of the Council and the citizens of the Borough through continuous improvement in service delivery, the implementation of best practice and the recognition of the cultural diversity of the population of the Borough.
3. To ensure the promotion of equality in service provision, in consultation with appropriate Cabinet Members in relation to adult social care and health.
4. To ensure, where appropriate in the cabinet advisory role, the full involvement of local people and communities to aid the decision making process of the Council, as necessary.

Duties:

5. To provide support to the Executive Leadership Team and Town Leads on all aspects associated with their cabinet advisory role.
6. To gather data, intelligence and all other forms of information that assist with reporting and decision making at Executive Leadership Team level.
7. To liaise with Council officers, partners and other agencies to ensure appropriate communication and engagement associated with their cabinet advisory role.
8. To provide advice and guidance, where appropriate, on all adult social care and health matters relating to policy and strategy.

9. To be aware of legislation and ongoing local and national developments on matters relevant to their cabinet advisory role.
10. To research the changing landscape and advise the Executive Leadership Team of future issues that could affect current policies, legislation and processes.
11. To engage with, and canvas views of, members to advise the Executive Leadership Team relating to their portfolio.
12. To inform the Member Development Programme on all aspects that may enhance the skill, knowledge and experience of elected members association with their cabinet advisory role.
13. To comply with the Member/Officer protocol as set out in the Constitution.
14. To take part in training and development programmes to ensure that this role is undertaken as effectively as possible.
15. To ensure that the Commonwealth Games leaves a lasting legacy, providing health, wellbeing and regenerative benefits to the future Sandwell.

Role Description for Cabinet Advisor – Children and Young People

Corporate Responsibilities:

1. To develop and promote the children and young people of Sandwell as part of Vision 2030 and associated ambitions.
2. To endeavour to meet the aspirations of the Council and the citizens of the Borough through continuous improvement in service delivery, the implementation of best practice and the recognition of the cultural diversity of the population of the Borough.
3. To ensure the promotion of equality in service provision, in consultation with appropriate Cabinet Members in relation to children and young people.
4. To ensure, where appropriate in the cabinet advisory role, the full involvement of local people and communities to aid the decision making process of the Council, as necessary.

Duties:

5. To provide support to the Executive Leadership Team and Town Leads on all aspects associated with their cabinet advisory role.
6. To gather data, intelligence and all other forms of information that assist with reporting and decision making at Executive Leadership Team level.
7. To liaise with Council officers, partners and other agencies to ensure appropriate communication and engagement associated with their cabinet advisory role.

8. To provide advice and guidance, where appropriate, on all matters relating to policy and strategy associated with children and young people.
9. To be aware of legislation and ongoing local and national developments on matters relevant to their cabinet advisory role.
10. To research the changing landscape and advise the Executive Leadership Team of future issues that could affect current policies, legislation and processes.
11. To engage with and canvass views of Members to advise the Executive Leadership Team relating to their portfolio.
12. To inform the Member Development Programme on all aspects that may enhance the skill, knowledge and experience of elected members association with their cabinet advisory role.
13. To comply with the Member/Officer protocol as set out in the Constitution.
14. To take part in training and development programmes to ensure that this role is undertaken as effectively as possible.
15. To particularly engage with young people to promote the importance of voting and citizenship.
16. To promote the Council Youth Parliament and engagement of schools in the democratic function.

Role Description for Cabinet Advisor – Community and Neighbourhood Development

Corporate Responsibilities:

1. To develop and promote community and neighbourhood development as part of Vision 2030 and associated ambitions.
2. To endeavour to meet the aspirations of the Council and the citizens of the Borough through continuous improvement in service delivery, the implementation of best practice and the recognition of the cultural diversity of the population of the Borough.
3. To ensure the promotion of equality in service provision, in consultation with appropriate Cabinet Members in relation to community and neighbourhood development.
4. To ensure, where appropriate in the cabinet advisory role, the full involvement of local people and communities to aid the decision making process of the Council, as necessary.

Duties:

5. To provide support to the Executive Leadership Team and Town Leads on all aspects associated with their cabinet advisory role.
6. To gather data, intelligence and all other forms of information that assist with reporting and decision making at Executive Leadership Team level.
7. To liaise with Council officers, partners and other agencies to ensure appropriate communication and engagement associated with their cabinet advisory role.

8. To provide advice and guidance, where appropriate, on all community and neighbourhood development matters relating to policy and strategy.
9. To be aware of legislation and ongoing local and national developments on matters relevant to their cabinet advisory role.
10. To research the changing landscape and advise the Executive Leadership Team of future issues that could affect current policies, legislation and processes.
11. To engage with, and canvas views of, members to advise the Executive Leadership Team relating to their portfolio.
12. To inform the Member Development Programme on all aspects that may enhance the skill, knowledge and experience of elected members association with their cabinet advisory role.
13. To comply with the Member/Officer protocol as set out in the Constitution.
14. To take part in training and development programmes to ensure that this role is undertaken as effectively as possible.

Role Description for Cabinet Advisor – Community Wealth Building

Corporate Responsibilities:

1. To develop and promote the concept of community wealth building as Sandwell wide initiative as part of the regeneration and inclusive growth deal and contributing to Vision 2030.
2. To endeavour to meet the aspirations of the Council and the citizens of the Borough through continuous improvement in service delivery, the implementation of best practice and the recognition of the cultural diversity of the population of the Borough.
3. To ensure the promotion of equality in service provision, in consultation with appropriate Cabinet Members in relation to community wealth building.
4. To ensure, where appropriate in the cabinet advisory role, the full involvement of local people and communities to aid the decision making process of the Council, as necessary.

Duties:

5. To provide support to the Executive Leadership Team and Town Leads on all aspects associated with their cabinet advisory role.
6. To gather data, intelligence and all other forms of information that assist with reporting and decision making at Executive Leadership Team level.
7. To liaise with Council officers, partners and other agencies to ensure appropriate communication and engagement associated with their cabinet advisory role.

8. To develop productive collaborative working with the community and relevant agencies/partners.
9. To provide advice and guidance, where appropriate, on all matters relating to policy and strategy associated with community wealth building.
10. To be aware of legislation and ongoing local and national developments on matters relevant to their cabinet advisory role.
11. To research the changing landscape and advise the Executive Leadership Team of future issues that could affect current policies, legislation and processes.
12. To engage with, and canvas views of, members to advise the Executive Leadership Team relating to their portfolio.
13. To inform the Member Development Programme on all aspects that may enhance the skill, knowledge and experience of elected members association with their cabinet advisory role.
14. To comply with the Member/Officer protocol as set out in the Constitution.
15. To take part in training and development programmes to ensure that this role is undertaken as effectively as possible.

Role Description for Cabinet Advisor - Housing

Corporate Responsibilities:

1. To develop and promote housing as part of Vision 2030 and associated ambitions.
2. To endeavour to meet the aspirations of the Council and the citizens of the Borough through continuous improvement in service delivery, the implementation of best practice and the recognition of the cultural diversity of the population of the Borough.
3. To ensure the promotion of equality in service provision, in consultation with appropriate Cabinet Members in relation to housing related matters.
4. To ensure, where appropriate in the cabinet advisory role, the full involvement of local people and communities to aid the decision making process of the Council, as necessary.

Duties:

5. To provide support to the Executive Leadership Team and Town Leads on all aspects associated with their cabinet advisory role.
6. To gather data, intelligence and all other forms of information that assist with reporting and decision making at Executive Leadership Team level.
7. To liaise with Council officers, partners and other agencies to ensure appropriate communication and engagement associated with their cabinet advisory role.
8. To provide advice and guidance, where appropriate, on all housing matters relating to policy and strategy.

9. To be aware of legislation and ongoing local and national developments on matters relevant to their cabinet advisory role.
10. To research the changing landscape and advise the Executive Leadership Team of future issues that could affect current policies, legislation and processes.
11. To engage with, and canvas views of, members to advise the Executive Leadership Team relating to their portfolio.
12. To inform the Member Development Programme on all aspects that may enhance the skill, knowledge and experience of elected members association with their cabinet advisory role.
13. To comply with the Member/Officer protocol as set out in the Constitution.
14. To take part in training and development programmes to ensure that this role is undertaken as effectively as possible.

Role Description for Cabinet Advisor – Transport and Community Cohesion

Corporate Responsibilities:

1. To develop and promote transport and community cohesion as part of Vision 2030 and associated ambitions.
2. To endeavour to meet the aspirations of the Council and the citizens of the Borough through continuous improvement in service delivery, the implementation of best practice and the recognition of the cultural diversity of the population of the Borough.
3. To ensure the promotion of equality in service provision, in consultation with appropriate Cabinet Members in relation to transport and community cohesion.
4. To ensure, where appropriate in the cabinet advisory role, the full involvement of local people and communities to aid the decision making process of the Council, as necessary.

Duties:

5. To provide support to the Executive Leadership Team and Town Leads on all aspects associated with their cabinet advisory role.
6. To gather data, intelligence and all other forms of information that assist with reporting and decision making at Executive Leadership Team level.
7. To liaise with Council officers, partners and other agencies to ensure appropriate communication and engagement associated with their cabinet advisory role.

8. To provide advice and guidance, where appropriate, on all transport and community cohesion matters relating to policy and strategy.
9. To be aware of legislation and ongoing local and national developments on matters relevant to their cabinet advisory role.
10. To research the changing landscape and advise the Executive Leadership Team of future issues that could affect current policies, legislation and processes.
11. To engage with, and canvas views of, members to advise the Executive Leadership Team relating to their portfolio.
12. To inform the Member Development Programme on all aspects that may enhance the skill, knowledge and experience of elected members association with their cabinet advisory role.
13. To comply with the Member/Officer protocol as set out in the Constitution.
14. To take part in training and development programmes to ensure that this role is undertaken as effectively as possible.

Appendix C

Appointment to Vacant Positions on Committees and Other Fora and other revisions

Town Chair and Vice Chair Positions (2019/2020)

(Lab 6)

Oldbury

S Davies (Deputy: R Jones)

Rowley Regis

Ashman (Deputy: Mabena)

Smethwick

Ahmed (Deputy: Bawa)

Tipton

I Jones (Deputy: Chidley)

Wednesbury

O Jones (Deputy: Simms)

West Bromwich

Melia (Deputy: E A Giles)
(Deputy: McVittie)

Planning Committee (2019/2020)

(16 members to be geographically representative)
(Lab 16)

Chair Downing

Vice-Chair Hevican

Ahmed
Allen
Chidley
S Davies
Dhallu
G Gill
P M Hughes
M Hussain
Mabena
Millar
Rouf
Shackleton
Simms
Trow

Emergency Committee (2019/2020)

(7 members)
(Lab 7)

Chair	Leader (Y Davies)
Vice-Chair	Ali Hadley Crompton Khatun Lloyd Moore (Scrutiny Chair)

Ethical Standards and Member Development Committee (2019/2020)

(8 elected members)
(Lab 8) + 3 independent persons

Chair	Lewis
Vice-Chair	Ahmed Akhter Dhallu Hevican Horton P Hughes Simms
	(+ 3 independent persons)

Audit and Risk Assurance Committee (2019/2020)

(7 members) + 3 independent members
(Lab 7)

Chair	Bostan
Vice Chair	Mr Ager (Independent Member)
	Allen
	Hevican
	M Y Hussain
	Jarvis
	Moore
	Preece
	(+2 independent members)

Select Committee for Electoral Participation (2019/2020)

(5 members + 1 Co-opted)
(Lab 5)

Chair	Melia
	Gavan
	E A Giles
	Hadley
	P Hughes
	Adrian Bailey MP

**Select Committee for Policy Review
(2019/2020)**

(7 members)
(Lab 7)

Chair	Vacant
	Vacant
	Vacant
	Vacant
	Vacant
	Vacant
	Vacant

Chief Officer Terms and Conditions Committee (2019/2020)

(7 members)
(Lab 7)

Chair Leader (Y Davies)

Vice-Chair Deputy Leader (Khatun)

Plus five members drawn from the following:-

Cabinet Members or chairs or vice-chairs of relevant boards/
committees/panels.

Chief Officers Terms and Conditions Appointments Sub-Committee

Leader plus two members selected by the Chair from Cabinet Members and Scrutiny Chairs to deal with appointments to and the determination of matters relating to posts designated as service manager tier 2.

Governance and Constitution Review Committee (2019/2020)

(8 members)
(Lab 8)

Chair Leader (Y Davies)

Ali
Bostan
Crompton
Dr Jaron
I Jones
Lewis
Rollins

**Adoption Panel
(2019/2020)**

No appointment necessary – superseded by Regional Adoption Agency arrangements

**Fostering Panel
(2019/2020)**

Costigan

Scrutiny Boards (2019/2020)

Budget and Corporate Scrutiny Management Board

(5 members)
(Lab 5)

Chair	Councillor L Giles
	E M Giles
	Moore
	Rollins
	Singh

Children's Services and Education Scrutiny Board

(11 members + 4 co-opted members)
(Lab 11)

Chair	Singh
Vice-Chair	Preece
Vice-Chair	no appointment
	Allen
	Ashman
	Carmichael
	Costigan
	Z Hussain
	McVittie
	Phillips
	Chidley
	Shackleton

1 Church of England Diocese representative

1 Roman Catholic Archdiocese representative

2 Parent Governor representatives

Scrutiny Boards (cont) (2019/2020)

<p>Economy, Skills, Transport and Environment Scrutiny Board (11 members) (Lab 11)</p> <p>Chair Rollins Vice-Chair Sandars Vice-Chair no appointment</p> <p>Allcock Crumpton Eaves L Giles Hackett M Hussain Padda Singh Worsey</p>	<p>Health and Adult Social Care Scrutiny Board (11 members) (Lab 11)</p> <p>Chair Elaine Giles Vice-Chair Piper Vice-Chair no appointment</p> <p>Carmichael Costigan Hackett Jarvis R Jones Kausar Phillips Hartwell Tranter</p>
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Scrutiny Boards (cont)

(2019/2020)

Safer Neighbourhoods and Active Communities Scrutiny Board (11 members + 1 co-opted member) (Lab 11)

Chair Moore

Vice-Chair Pam Hughes

Vice-Chair no appointment

Akhter

Bawa

Bostan

Edwards

M Gill

M Y Hussain

S Jones

Padda

Sandars

1 Co-opted member

Licensing Committee (2019/2020)

(15 **non-Executive** members)
(Lab 15)

Chair	Allen
Vice-Chair	Rouf
Vice-Chair	S Davies
	Crumpton
	Dhallu
	Downing
	Eaves
	E M Giles
	L Giles
	G Gill
	I Jones
	O Jones
	Mabena
	Moore
	Preece

General Purposes and Arbitration Committee (2019/2020)

(7 non-Executive members)
(Lab 7)

Chair	Dhallu
Vice-Chair	Z Hussain
	Crompton
	E A Giles
	P M Hughes
	Millar
	Melia

Joint Consultative Panel (2019/2020)

(6 members)
(Lab 6)

Chair	Ali
	Bawa
	Horton
	M Hussain
	Taylor
	Tranter

Land and Asset Management Committee (2019/2020)

(7 members)
(Lab 7)

Chair	vacant
	vacant
	vacant
	vacant
	vacant
	vacant
	vacant

**Cabinet Advisor (formerly Member Champion)
(2019/2020)**

(Lab 6)

Allcock (Housing)

G Gill (Adult Social Care and Health)

M Hussain (Transport and Community Cohesion)

S Jones (Community and Neighbourhood Development)

Padda (Children and Young People)

Worsey (Community Wealth Building)

**Sandwell Sport and Leisure Built Facilities
Strategy Steering Group
(2019/2020)**

5 members)
(Lab 5)

Chair Leader (Y Davies)

Ahmed
I Jones
Melia
S Davies

**Commonwealth Games 2022 Steering Group
(2019/2020)**

(5 members)
(Lab 5)

Chair Leader (Y Davies)

Crompton
Ali
M Gill
Horton

Appointments made by the Executive

Health and Wellbeing Board (2019/2020)

(4 members)
(Lab 4)

Leader of the Council (Y Davies)
Cabinet Member for Best Start in Life (Underhill)
Cabinet Member for Living Healthy Lives (Shaeen)
Cabinet Member for Homes (Hadley)

Non voting members:

Chair – Health & Adult Social Care Scrutiny Board
Chair – Children’s Services & Education Scrutiny Board

Other Board members as agreed by Council:-

NHS Commissioning Board:

One representative of the NHS England - Birmingham, Solihull and the Black Country Area Team (without voting rights)

Sandwell and West Birmingham Clinical Commissioning Group:

Four representatives (three with voting rights and one without voting rights)

Healthwatch Sandwell:

One representative (with voting rights)

Black Country Partnership NHS Foundation Trust (without voting rights)

One representative of West Midlands Police (without voting rights)

One representative of West Midlands Fire and Rescue Service (without voting rights)

One representative of Sandwell Council of Voluntary Organisations (without voting rights)

Sandwell and West Birmingham Hospital Trust (without voting rights)

Sandwell and Birmingham Hospital Trust (without voting rights)

Strategic Waste Partnership Board (2019/2020)

(3 members)
(Lab 3)

Leader of the Council (Y Davies)
Cabinet Member for Safer Communities (Crompton)
Deputy Leader and Cabinet Member for Community
Engagement (Khatun)

(and representatives of Serco)

Cabinet Petitions Committee 2019/2020)

(8 members)
(Lab 8)

Chair Deputy Leader and Cabinet Member for Community
Engagement (Khatun)
Members of the Cabinet x 7

Sandwell Metropolitan Borough Council

Appointments to Other Bodies

Partnership Organisation	Term of Office	Nominations	Notes
Corporate Parenting Board	1 year expiring annual meeting 2020	Cabinet Member for Best Start in Life (Councillor Underhill) Councillor Singh Councillor Preece Councillor Padda Councillor Hackett Councillor Shackleton	Cabinet Member with responsibility for Children's Services + 5 members
Sandwell Local Access Forum	1 year expiring annual meeting 2020	Councillor R Jones Councillor Jarvis Councillor Trow	Elected member representatives would ideally address any areas of interest that appeared to be under represented at that time – in particular Land Management.
Local Government Association Strategic Aviation Special Interest Group	1 year expiring annual meeting 2020	Councillor Piper	(Nominations submitted to West Midlands Shareholders Committee)

Partnership Organisation	Term of Office	Nominations	Notes
West Midlands Arts Trust	1 year expiring annual meeting 2020	Councillor Trow	(Nominations submitted to Met Leaders)
West Midlands Combined Authority Energy Capital Board	1 year expiring annual meeting 2020	Leader of the Council	(Nominations submitted to ABCA)
Sandwell Futures Ltd Board (and HoldCo Board)	Indefinite appointment	Colin Marsh Service Manager – Commissioning and Direct Services	Appointed as the Local Education Partnership Director for Sandwell Futures and PFI 1 Director for HoldCo.