

Agenda

General Purposes and Arbitration Committee

Thursday, 3 August 2023 at 6.00 pm
In Committee Room 1 - Sandwell Council House, Oldbury

1 Apologies for Absence

To receive any apologies for absence.

2 Declarations of Interest

Members to declare any interests in matters to be discussed at the meeting.

3 Minutes

7 - 12

To confirm the minutes of the meeting held on 14 March 2023 as a correct record.

4 Urgent Item of Business

To determine whether there are any additional items of business to be considered as a matter of urgency.

5 Nominations for Honorary Alderwoman

13 - 20

To consider a nomination to confer the title of Honorary Alderwoman.



6 **Leonard Andrews Poole Trust Annual Report 2022/23** 21 - 24

To consider the Annual Report 2022/ 23 of the Leonard Andrews Poole Trust.

7 **Request for Leonard Andrews Poole Trust funds for garden furniture at Harvest View Health & Social Care Centre** 25 - 30

To consider the request for Leonard Andrews Poole Trust funds for garden furniture at Harvest View Health & Social Care Centre

Shokat Lal
Chief Executive
Sandwell Council House
Freeth Street
Oldbury
West Midlands

Distribution

Councillor Melia (Chair)
Councillors Dhariwal, M Allcock, Fitzgerald, Johnston, Kalari and Maycock

Contact: democratic_services@sandwell.gov.uk

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Minutes of General Purposes and Arbitration Committee

14 March 2023 at 4.00pm

Present: Councillor Millar (Chair);
Councillors Dhariwal and Trumpeter.

Also present: Councillor Fisher.

In Attendance: Suky Suthi- Nagra (Democratic and Member Services Manager), Susanne Moore (Business Partner – Adult Social Care and Public Health), Manny Sehmbi (Business Manager – Community Partnerships), Stuart Hall (Home Improvement Manager), Charlotte Leadbeater (Operations Manager – Independent Living Team), Ambia Smith (Lead Occupational Therapist) and John Swann (Democratic Services Officer).

1/23 **Election of Chair**

In the absence of the Chair and Vice- Chair, Members were requested to elect a Chair for the Committee Meeting.

Resolved that Councillor Millar be elected Chair for the Committee meeting.

2/23 **Apologies for absence**

Apologies for absence were received from Councillors Costigan, Dhallu and Simms.

3/23 **Declarations of Interest**

There were no interests declared at the meeting.

4/23 **Minutes**

Resolved that the minutes of the meeting held on 24 November 2022 be confirmed as a correct record.

5/23 **Urgent Items of Business**

There were no additional items of business to consider as a matter of urgency.

6/23 **Nominations for Honorary Alderman/Alderwomen**

The Local Government Act 1972 gave authority to the Council to confer the honour of Honorary Aldermen/ Alderwomen of the Borough on Elected Members who had given eminent service to the Borough. This honour was in accordance with the Council's honorary scheme.

A nomination for the conferment of the title of Honorary Alderman had been received from Councillor Gavan in respect of former Councillor Mohinder Singh Tagger.

Former Councillor Mohinder Singh Tagger served on Sandwell Metropolitan Borough Council for 26 years, he had served as the Deputy Mayor for the Municipal Year 2006-2007, had held the position of Vice- Chair for Licensing Committee and Scrutiny Boards for a number of years.

The Committee considered his additional contributions to the Borough of Sandwell through his various charitable, community and voluntary activities and concluded that he fulfilled the eminent service criteria associated with the honour.

Mohinder Singh Tagger had confirmed that, if the Council was so minded, he would accept the nomination for the honour.

Resolved that Council be recommended to confer the title of Honorary Alderman to Mohinder Singh Tagger in recognition of his eminent service to the Borough of Sandwell.

7/23

Nominations for the Offices of Mayor/Chair of Council and Deputy Mayor/Vice Chair of Council of Sandwell for the 2023/24 Municipal Year

The Democratic and Member Services Manager informed the Committee that one nomination had been received for the office of Mayor of Sandwell for 2023/24.

In accordance with the Council's agreed process, the Committee considered the sole nomination for the office of Mayor for the 2023/24 in respect of Councillor Bill Gavan.

Nominations for Deputy Mayor would be considered at the Full Council meeting.

Resolved:-

- (1) that Council be recommended to elect Councillor Bill Gavan to the office of the Mayor of the Borough of Sandwell/Chair of Council for the 2022/2023 Municipal Year;
- (2) that Council be recommended to consider nominations for Deputy Mayor on 28 March 2023

8/23

Leonard Andrews Poole Trust Annual Report 2022/23

The Committee was informed that the Leonard Andrews Poole Trust was established in 1980 and had been registered with the Charities Commission.

The Trust held shares on deposit with COIF Charities Investment Fund managed by the CCLA valued at £145,031.40. Interest which had accumulated from the investment could be utilised for the benefit of Grafton Lodge Care Home or any care home managed by Sandwell Council.

No financial expenditure had been incurred during municipal year 2022/ 23, the Trust had an average annual income of £4,200 via interest per annum.

Funds had been available to Harvest View and Fountain Court residences upon the submission of a report, subject to approval by the Committee.

The Committee considered and noted the Leonard Andrews Poole Trust financial position.

9/23

Exclusion of the Public and Press

Resolved that the public and press be excluded from the rest of the meeting to avoid the possible disclosure of exempt information under Schedule 12A to the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, relating to any individual.

Meeting adjourned 4.22 – 5.07pm)

(Councillor Dhariwal joined the meeting)

10/23

Appeal against the Decision of the Adaptations Panel

The Committee considered an appeal against the decision of the Adaptions Panel in respect of Ms N R.

The Committee was advised that Ms N R had sought to appeal the decision of the Adaptation Panel to adapt the property, to include a ground floor access shower, .

Ms N R stated that the approved adaptation did not adequately meet the needs of her son due to his disabilities and sought approval to an alternative adaptation, which would exceed the cost of £25,000, but would provide dignity and privacy for her son and his complex disabilities.

Having considered all the information before them, the Committee was minded to uphold the appeal on the grounds of dignity and privacy and felt that the appellants proposed adaptation better suited her son's needs for the future as well as making better use of space.

Resolved that the appeal is upheld and that the Appellant's proposed scheme of adaptations is approved.

Meeting ended at 6.29pm following an adjournment between 5.58pm and 6.27pm

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Report to General Purposes and Arbitration Committee

3 August 2023

Subject:	Nominations for Honorary Alderwoman
Director:	Director of Law and Governance and Monitoring Officer – Surjit Tour
Contact Officer:	Johane Gandiwa Johane_gandiwa@sandwell.gov.uk


1 Recommendations

- 1.1 That the Committee considers recommending that Council confer the title of Honorary Alderwoman upon Mrs. Elaine Costigan.

2 Reasons for Recommendations

- 2.1 The Committee is invited to indicate whether it would wish to confirm the title on any person or persons. If the Committee wishes to nominate a suitable person it is recommended that an extraordinary meeting of Council is held on 24 October 2023, prior to the ordinary meeting of Council. The Council will consider this Committee's recommendations and, if appropriate, pass the necessary statutory resolutions required by Section 249 of the Local Government Act 1972.

3 How does this deliver objectives of the Corporate Plan?

	<p>Nominations for Honorary Alderman/Alderwomen are an endorsement of the aspirations, talent and achievements of local people.</p>
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4 Context and Key Issues

- 4.1 In order to recognise eminent or notable service rendered to the Borough by former Councillors, in 1997, the Council introduced a scheme for the enrolment of Honorary Alderman of the Borough. This scheme was amended in 2008 to reduce the required number of years' service to twelve and in 2013 to reflect Section 29 of the Local Democracy, Economic Development and Construction Act 2009 to the effect that any reference to Honorary Alderman should be followed by the insertion of Honorary Alderman/Alderwomen.
- 4.2 The Local Government Act 1972 gave authority to the Council to confer the honour to elected members who had given eminent service to the Borough. Local Authorities define the operation of the scheme within their Council areas.
- 4.3 The Committee is requested to consider a nomination by Councillor Peter Hughes, to award an honorary title upon Mrs. Elaine Costigan.
- 4.4 Former Councillor Elaine Costigan served on Sandwell Metropolitan Borough Council for 20 years, she had served on a number of Committees over the years, most notably served as Cabinet Member for Health & Protection, and as Town Lead for Wednesbury.
- 4.5 In accordance with the scheme of enrolment, Elaine Costigan has indicated her willingness to accept the nomination for enrolment as Honorary Alderwomen.
- 4.6 If the Committee is minded to support the nomination, the Committee's recommendation will be submitted for consideration at an Extraordinary Council meeting, immediately prior to the ordinary meeting of Full Council, scheduled to be held on the same day.

5 Implications

Resources:	Local Authorities are empowered to incur reasonable expenditure on the provision of an address or casket on the conferment of the title of Honorary Alderman or Honorary Alderwoman.
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	It is the practice of this Authority to present a Badge of Office and a commemorative scroll to the Aldermen and Alderwomen, the cost of which is met from the civic ceremonial budget.
Legal and Governance:	The authority to confer the title of Honorary Alderwoman and the power to incur expenditure is contained within Section 249 of the Local Government Act 1972, as now amended by Section 29 of the Local Democracy, Economic Development and Construction Act 2009.
Risk:	There are no risk implications arising directly from this report.
Equality:	There are no equality implications arising directly from this report.
Health and Wellbeing:	There are no health and wellbeing implications arising directly from this report.
Social Value	Nominations for Honorary Alderman/Alderwomen are an endorsement of the aspirations, talent and achievements of local people.
Climate Change	There are no climate change implications arising directly from this report.
Corporate Parenting	There are no corporate parenting implications arising directly from this report.

6 Appendices

Nomination Form



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

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Report to General Purposes and Arbitration Committee

3 August 2023

Subject:	Leonard Andrews Poole Trust Annual Report 2022/23
Director:	Director of Adult Social Care Rashpal Bishop
Contact Officer:	Finance Business Partner Adult Social Care and Public Health, Susanne Moore Susanne_Moore@sandwell.gov.uk

1 Recommendations

- 1.1 That the Committee considers the Annual Report 2022/23 of the Leonard Andrews Poole Trust.
- 1.2 That the Committee notes the Leonard Andrews Poole Trust Financial Position.
- 1.3 That Committee members supply the following necessary information to update the Charities Commission database;

Name

Date of Birth

Address (Member Services address is acceptable)




Telephone number



2 Reasons for Recommendations

- 2.1 The members of the General Purposes and Arbitration Committee are the legal Trustees of the Leonard Andres Poole Trust.
- 2.2 A minimum of three trustees must approve any expenditure from the Trust.

3 How does this deliver objectives of the Corporate Plan?

	<p>People live well and age well</p> <p>The Trust aims to promote the wellbeing of the residents of Grafton Lodge care home or any care home, including older people, managed by Sandwell Metropolitan Borough Council.</p>
	<p>Strong resilient communities</p> <p>The Trust is registered with the Charities Commission and aims to promote cohesive and supportive communities.</p>
	<p>Quality homes in thriving neighbourhoods</p> <p>Housing and supporting quality neighbourhoods are key ambitions of the Trust.</p>

4 Context and Key Issues

- 4.1 The Leonard Andrews Poole Trust is a Trust fund set up in 1980 from a bequest by Leonard Andrews and is registered with the Charities Commission.
- 4.2 The bequest stipulated that the funds could not be spent and must be held in perpetuity; however, any interest arising from the investment can be utilised for the benefit of residence of Grafton Lodge care home or any care home managed by Sandwell MBC.
- 4.3 The Trust holds 7,767.32 shares on deposit with COIF Charities Investment Fund managed by CCLA. COIF is a long-term, sustainable investment solution which incorporates environmental, social and governance (ESG) considerations into the investment strategy. COIF is considered suitable for charities looking for a good level of distributions



and protection from inflation. The portfolio has a bias towards real assets, predominantly global equities but also property investments and infrastructure.

4.4 Trust Financial Position

	Cash Held in Bank
Opening Balance 1.4.22	26,676.52
Dividends – June	1,050.14
Dividends – September	1,050.14
Dividends – December	1,064.90
Dividends – March	1,066.45
Bank Interest	634.32
Expenditure	0
Closing Balance 28.2.23	31,542.47

- 4.5 The closing bank balance is available for the benefit of residents of council managed residential style unit of which there are currently two - Harvest View and Fountain Court. No expenditure was incurred during 2022/23. Average annual income levels are £4,200 per annum and the annual income yield is forecast to be 2.91% for 2023/24.
- 4.6 The Trust holds 7767.32 shares which had an opening valuation on £153,327.67 as at 1 April 2022 the current value of the shares is £145,533.17 a decrease of £7,794.50 during the financial year. Share prices can go up and down however; the rate of dividends remains consistent.
- 4.7 The managers at Harvest View and Fountain Court have been made aware of the level of funds available and their potential uses and have submitted a separate report to request approval to spend.
- 4.8 Members of the General Purposes Committee are the Trustees of the Leonard Andrews Poole Trust and as such we are required to update the Charities Commission with Trustee's details. The following information is required from all Trustees:
 Name
 Date of Birth
 Address (Member Services address is acceptable)



Telephone number
The details are confidential and are not displayed on the charities commission website.

5 Implications

Resources:	No resource implications
Legal and Governance:	Funds must be held and spent in accordance with the bequest. The bequest conditions have been adhered to during 2022/23.
Risk:	There is always risk associated with investment in shares however this is mitigated by depositing the capital in a fund suitable for charity's who are looking for a good level of distributions and long-term protection from inflation. CCLA was founded in 1958 and the COIF investment has been available since 1963 with this investment being made in 1980. Historic analysis provides evidence to support growth in both the capital investment and level of dividend.
Equality:	None in relation to this report
Health and Wellbeing:	Funds are available for the benefit of resident of local authority residential facilities.
Social Value:	Improving the lives of individual within residential care settings or similar
Climate Change:	None in relation to this report.
Corporate Parenting	None in relation to this report.

6 Appendices

None

7. Background Papers

None



Report to General Purposes Committee

3 August 2023

Subject:	Request for Leonard Andrews Poole Trust funds for garden furniture at Harvest View Health & Social Care Centre
Director:	Director of Adult Social Care Rashpal Bishop
Contact Officer:	Operations Manager, Charlotte Leadbeater-Chase Charlotte_leadbeater@sandwell.gov.uk

1 Recommendations

- 1.1 That the Board considers and comments upon a request for funds from the Leonard Andrews Poole Trust to provide garden furniture for the residents at Harvest View Health & Social Care Centre.
- 1.2 That the Board agrees for a procurement exercise to be undertaken to source suitable garden furniture to meet the needs of the residents at Harvest View Health & Social Care Centre.

2 Reasons for Recommendations

Harvest View opened to residents in November 2022 and is Sandwell's new flagship social care and health facility. Harvest View in Rowley Regis offers specialist support from both social care and health staff all under one roof, with 80 en-suite rooms and friendly communal areas as well as lovely outdoor spaces. The facility enables people to get back home after a hospital visit and also those who need some structured support to avoid a hospital stay altogether. Harvest View replicates the home environment, where residents can be encouraged back to their normal health in familiar surroundings. The focus is on maintaining and





improving independent living rather than specifically treating the medical condition.

The outdoor areas consist of lawned areas, flat winding pathways to encourage mobility, and raised beds for gardening and growing vegetables. There is a large area that was designed as a communal space to encourage interaction between residents, with a view that this would house tables and chairs for a relaxed outdoor space for residents to enjoy. This could be a place for rest, relaxation, communication, visits from family/friends or an outdoor dining space. Please see Appendix 1 for an image of this area.

Unfortunately, there were not sufficient funds nor contracts available at the time of the build of Harvest View to source tables and chairs for this outdoor area. The requirement aligns with the priorities for the Leonard Andrews Poole Trust funding and will have a great impact on the quality of service provided at Harvest View.

3 How does this deliver objectives of the Corporate Plan?

	<p>People live well and age well</p> <p>Upon arrival at Harvest View each resident is assessed and a bespoke reablement plan and goals is agreed with them. This is delivery by a multi-disciplinary team of professionals. Goals often include an improvement in physical function or mobility. There are large corridors for mobility practice, however the winding pathways in the outdoor area further encourage and replicate the person's own environment at home or in the community.</p> <p>The additional of tables and chairs in this area will support the delivery of the reablement programme, providing a suitable space to rest, reflect and undergo further assessment from the Occupational Therapist or Physiotherapist. The overall aim to maximise a person's reablement potential, enhance their wellbeing and enable them to return home.</p>
	<p>Strong resilient communities</p> <p>The outdoor space at Harvest View has 'open' fencing to one side. The outlook is onto a local children's play area and</p>



	<p>park. It was designed to encourage the facility to feel part of the community in Rowley Regis, encouraging interaction with the local area and residents. Many of the staff working at Harvest View live in the local vicinity.</p> <p>An outdoor seating and eating area would prolong the period of time residents may spend outside, increasing the interaction with the local community.</p>
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4 Context and Key Issues

4.1 Consultation has been completed with Occupational Therapy colleagues, to confirm the height, type and style of seating and tables that are likely to meet the needs of the majority of residents.

In order to establish an approximate cost and number of items required a quote has been obtained from company for; 5 x square dining tables, 20 x armchairs.

The requested funds to undertake a procurement exercise is £5,000.

5 Implications

Resources:	<p>Investment requested from Leonard Andrews Poole Trust funds to purchase the items; quotes indicate this to be around £5,000.</p> <p>The Leonard Andrews Poole Trust currently has £31,542 available. The annual income is approximately £4,800.</p> <p>Harvest View will then take responsibility for ongoing maintenance and possible replacement over time.</p>
Legal and Governance:	Funds must be held and spent in accordance with the bequest.
Risk:	<p>The tables requested are of a heavy weight to reduce the likelihood of them being moved or removed from Harvest View.</p> <p>The chairs are of a more lightweight construction to suit the needs of our more vulnerable and frail residents. These will be of a powder coated aluminium construction to allow for suitable cleaning to adhere to infection control measures.</p>



Equality:	Consultation has been completed with Occupational Therapy colleagues, to confirm the height, type and style of seating and tables that are likely to meet the needs of the majority of residents. Due to the short term nature of residents at Harvest View (up to 6 weeks) and bespoke needs for outdoor seating will need to be considered on a case by case basis.
Health and Wellbeing:	The set reablement goals are designed to maximise a person's reablement potential, enhance their wellbeing and enable them to return home. The availability of an outdoor seating and dining area, provide further opportunity for the reablement programme.
Social Value:	Procurement exercise to be undertaken, as per the procurement rules this will look to ensure a Sandwell or West Midlands Combined Authority companies are able to quote for this requirement.
Climate Change:	Items sourced will be of a suitable construction for outdoor use using materials that will last throughout the seasons and can be cleaned and restored if needed.
Corporate Parenting:	Not applicable.

6 Appendices

Appendix 1 – Photograph of outdoor area at Harvest View

Appendix 2 – Example images of possible seating and dining tables

7. Background Papers

None.



Appendix 1



Appendix 2

