



FULL COUNCIL REPORT

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| Date Written | 28 th April 2017 |
| Report Author | Howard Jones |
| Service Area | Scrutiny |
| Exempt/Non Exempt | Non-Exempt |
| Committee Date | 28 th June 2017 |

To: Mayor, Ladies and Gentlemen

Annual Scrutiny Report - 2016 / 2017

1.0 SUMMARY OF THE REPORT

- 1.1 Scrutiny is a function of local authorities in England and Wales. It was introduced by the Local Government Act 2000 which created separate Executive and Scrutiny functions within local authorities. The Local Government (Wales) Measure 2011 strengthened the role of Scrutiny in Wales.
- 1.2 Scrutiny's role includes monitoring performance, challenging the Council's spending proposals, reviewing services, contributing to policy development, examining the work of other local public service providers, and promoting public engagement in the democratic process.
- 1.3 The scrutiny function at Merthyr Tydfil County Borough Council is performed by six scrutiny committees. These scrutiny committees are made up of elected Members (Councillors) who are not part of the Council's executive (Cabinet), along with Co-opted representatives.
- 1.4 The purpose of the report is to apprise Council and other interest parties of the role of the Scrutiny Committees, and their work during the 2016/17 municipal year.

2.0 RECOMMENDATION(S) that

- 2.1 Council notes the contents of this report.
- 2.2 The titles and remits of two of the Councils scrutiny committees as noted at paragraph 10.2 (1 to 5) are implemented.

- 2.3 Councils instructions are requested as to whether the Cabinet Portfolio titles and remits are amended in line with the Scrutiny Committee changes.

3.0 INTRODUCTION AND BACKGROUND

- 3.1 Each year the Council's Scrutiny Committees produce an Annual Report. This report includes a retrospective insight into the work undertaken by each of the Council's Scrutiny Committees during the municipal year.
- 3.2 Overview and Scrutiny (*or just "scrutiny" as it is more commonly referred to*) is a function of local authorities in England and Wales and was introduced by the Local Government Act 2000 which created separate Executive (Cabinet) and Scrutiny functions within councils. In Wales the scrutiny function was extended in the Local Government (Wales) Measure 2011.
- 3.3 All local authorities operating a Cabinet and Scrutiny model have a Cabinet (Executive) made up of the Leader of the Council and up to nine other members. At MTCBC it is the Leader plus five other members. All executive decisions (i.e. those needed to implement the Policy Framework and Budget approved by the Council) are taken by the Cabinet.
- 3.4 Scrutiny committees are not decision-making bodies nor do they have the power to instruct decision-makers; their role is rather as an influencing body and 'critical friend' – checking and challenging decisions in a robust, constructive and purposeful way.
- 3.5 Broadly speaking, local government scrutiny committees operate in a manner similar to the select committees supporting the UK Parliament. They are 2 composed of non-executive councillors of all political groups (in proportion to the Council's overall political balance), and meet both in public and in private to:
- Help the Administration develop and review policies;
 - Test the Council's performance and offer advice for improvement;
 - Provide pre-decision scrutiny of decisions that the administration is about to make;
 - Periodically call in for examination decisions that the administration has recently made;
 - Offer a platform for citizens and citizen groups to represent their concerns or ideas for improvement.
- 3.6 As noted above Scrutiny was introduced in local government across the UK through the Local Government Act 2000, as the traditional "Committee System" of local government administration was replaced with a more streamlined "Cabinet and Scrutiny System". Scrutiny was seen by the Centre for Public Scrutiny as having four 'cornerstones', namely:
- Led by 'independent minded governors who own the scrutiny role;
 - Acts as a 'critical friend' of the executive, holding decision makers to account;
 - Represents the views and concerns of the citizen; and
 - Leads to the improvement of public services.

4.0 SCRUTINY COMMITTEES AND MEMBERSHIP

4.1 As already mentioned all non-executive (non-Cabinet) Councillors are eligible for membership of the scrutiny committees.

4.2 The Council has six Scrutiny Committees. These are:-

| | Committee name | Membership |
|---|--|--|
| 1 | Governance, Performance, Business Change, and Corporate Services | 11 Councillors plus co-opted members (One of these Councillors is the Chair of the Audit Committee) |
| 2 | Neighbourhood Services, and Public Protection ¹ | 7 Councillors plus co-opted members |
| 3 | Regeneration, Planning, and Countryside | 7 Councillors plus co-opted members |
| 4 | Learning and LAESCYP | 7 Councillors plus co-opted members |
| 5 | Social Services | 7 Councillors plus co-opted members |
| 6 | Joint Scrutiny Committee | This Committee will be chaired by the Chair of the Governance, Performance, Business Change and Corporate Services Scrutiny Committee and will comprise all Members of committees 1) to 5) above |

Each of these committees can establish time-limited Task and Finish Group reviews that focus on a particular issue and consider it in greater detail than is possible at scheduled committee meetings.

Whilst the scrutiny committees meet approx. 8 times per annum, the Joint Scrutiny Committee only meets when there are subjects or issues that relate to all the scrutiny committees e.g. Budget Proposals / Medium Term Financial Plan, and MTCBC Change Programme proposals. This committee meets approximately twice a year.

4.3 This Authority has also set up a Joint Scrutiny Committee with Rhondda Cynon Taf County Borough Council, the "*Cwm Taf Public Services Board Joint Overview and Scrutiny Committee*" See paragraph 8.0 for further details.

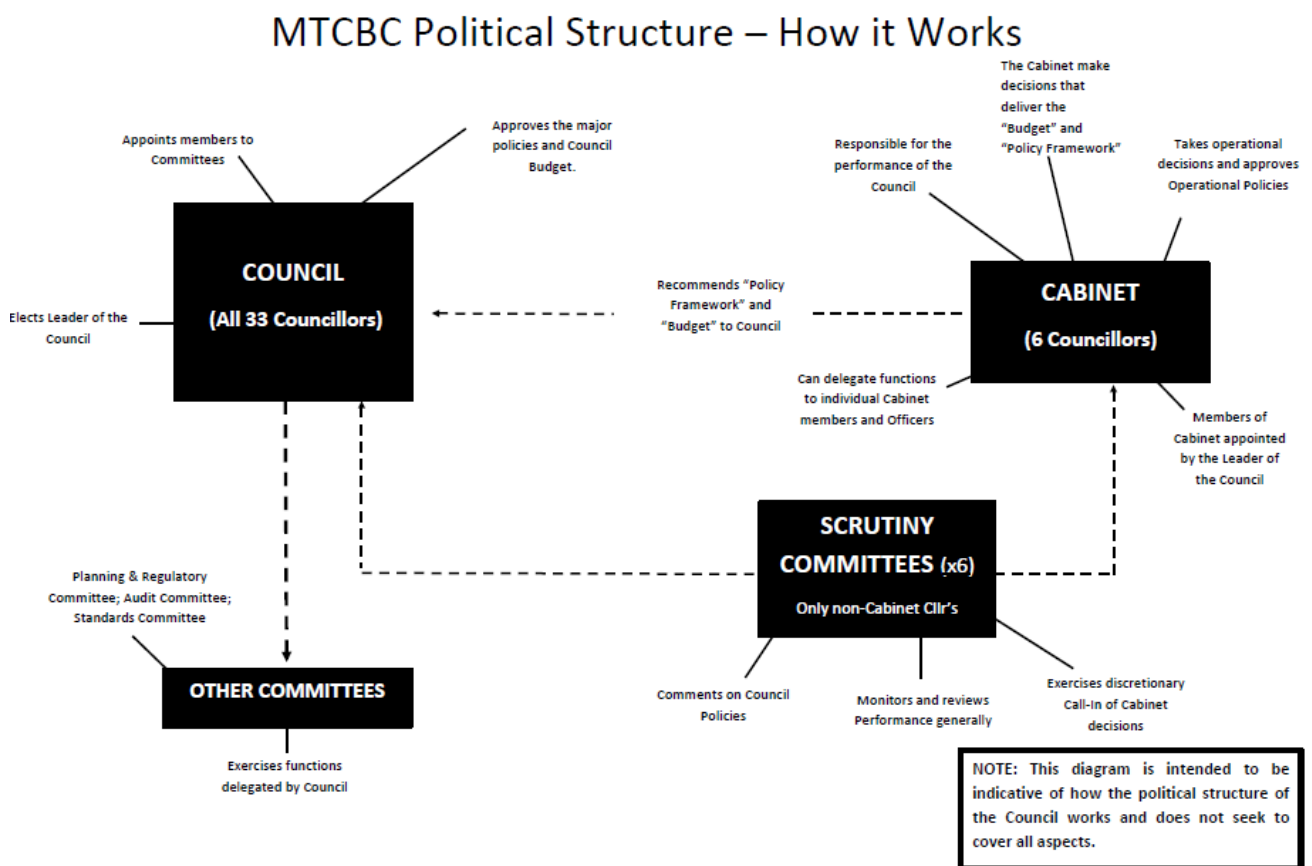
4.4 In addition each scrutiny committee has co-opted members who provide invaluable assistance to the work of the scrutiny committees and the Council as a whole. The membership of each committee as per 30th April 2017 is shown at APPENDIX I.

¹ This scrutiny committee also undertakes the role of the Authority's Crime and Disorder Committee.

4.5 Co-opted membership. Each committee has:-

- 1 Voluntary Sector Co-opted member as nominated by Voluntary Action Merthyr Tydfil (VAMT).
- 1 Merthyr Tydfil Borough-Wide Youth Forum member as nominated by the Forum
- There are also two publicly appointed co-opted members per scrutiny committee.
- The Learning & LAESCYP Scrutiny Committee also appoints a Merthyr Tydfil Governors Association representative, Parent Governor Representatives and Church Representatives.

4.6 The diagram below shows how scrutiny “fits” into the political structure at Merthyr Tydfil County Borough Council.



5.0 WORK UNDERTAKEN BY THE SCRUTINY COMMITTEES FOR THE PERIOD 1st MAY 2016 TO 30th APRIL 2017

Work programming is the process for determining which topics scrutiny will look at over a 12 month period. This involves evaluating a number of factors to decide which topics are to be investigated and when. The process will typically involve long-listing and then short-listing topics before making a final decision. Below you will find a list of topics that the scrutiny committees have been involved with over the past 12 months.

5.1 The Governance, Performance, Business Change, and Corporate Services Scrutiny Committee. The Committee looked at the following issues:-

- Performance Report - Learning Performance Board
- Update on MTCBC Whistleblowing Policy
- Debt Collection - Use of Debt Recovery Companies
- Draft Annual Governance Statement for financial year 2015/16
- Performance Report - Corporate Plan. Preparation for the Wellbeing Duty, Wellbeing of Future Generations (Wales) Act 2015
- Annual Scrutiny Report 2015/16
- Progress report - Joint Scrutiny Committee to scrutinise the Cwm Taf Public Services Board
- Older People's Commissioner for Wales - Guidance on Equality and Human Rights Impact Assessments and Scrutiny
- Well-Being of Future Generations (Wales) Act 2015 - Scrutiny of the Cwm Taf Public Services Board
- Child Sexual Exploitation (CSE) Safeguarding Action Plan
- Performance Report - Business Change
- Performance Report (Corporate Plan)
- Preparation for the Wellbeing Duty, Wellbeing of Future Generations (Wales) Act 2015
- Task and Finish Group Update - Use of External Debt Recovery Companies
- Update on Public Services Board and related activity linked to the Wellbeing of Future Generations Act
- Equalities and Welsh Language Performance Report - Organisational Support
- Understanding our Communities: Draft Cwm Taf Wellbeing and Population Needs Assessments
- Estyn Inspection Follow Up and LEA Preparedness

5.2 Neighbourhood Services, and Public Protection Scrutiny Committee

The Committee looked at the following issues:-

- Overcoming the Blight of Fly-tipping and Litter in the County Borough
- The Fifth Quality Framework for Welsh Public Libraries - Welsh Public Library Standards Return
- Performance Report - Corporate Plan Priority Area 7 - A Sustainable Environment
- Performance Report - Waste, Fly-tipping and Litter
- Performance Report - Corporate Property and Estates
- Performance Report - Engineering & Traffic and Highways
- The 5th quality framework for Welsh public libraries - Welsh Public Library Standards Return 2015-16
- Performance Report - Public Protection Service
- Performance Report – Corporate Plan Priority Area 7 - A Sustainable Environment
- Performance Report - Community Safety
- Performance Report – Public Protection Service
- Performance Report – Corporate Property and Estates

- Cwm Taf Community Safety Partnership update (Crime and Disorder Committee)

5.3 **Regeneration, Planning, and Countryside Scrutiny Committee.**

The Committee looked at the following issues:-

- Social Enterprise Developments
- Performance Board - Community Regeneration
- Development Control Performance Report - Regulatory Services
- Performance Report - Corporate Plan Priority Area 5- Economic Development
- Performance Report - Corporate Plan Priority Area 6 – Employability
- Countryside Elements within Planning Policy and Implementation
- Performance Report - Economic Growth
- Performance Report - Corporate Plan Priority Area 5 Economic Development
- Performance Report - Corporate Plan Priority Area 6 Employability
- Performance Report (Corporate Plan) Economic Growth
- Destination Management Plan Update
- Performance Report - Building Control
- Performance Report – Housing
- Performance Report - Policy and Implementation
- LDP Annual Monitoring Report 2016
- Vibrant and Viable Places (VVP) Report
- Performance Report - Corporate Plan Priority Area 6 (Employability)
- Performance Report - Corporate Plan Priority Area 5 (Economic Development)
- Scrutiny opportunity of the new DRAFT Council's Common Housing Allocations Policy
- Cessation of Specific Capital Grant funding (SCG) by Welsh Government and the implications for Merthyr Tydfil CBC and its Citizens
- Social Enterprise Update

5.4 **Learning and LAESCYP Scrutiny Committee**

The Committee looked at the following issues:-

- Caedraw Primary School - Attendance at Scrutiny meeting
- Reducing Young People Not in Education Employment Training (NEET)
- The Performance of Groups of Vulnerable Learners
- Performance Board Area for Improvement - School Governance and Governing Bodies
- Performance Board Area for Improvement – Collaboration
- Performance Report - Corporate Plan Priority Area 1 Raising standards of attainment
- Education of Looked After Children
- Update on Attendance and Exclusions
- The Effectiveness of the Central South Consortium (CSC)
- Performance Report - Corporate Plan Priority Area 1 - Raising standards of attainment
- Self-Evaluation of Partnership Working

- Service Level Agreements (SLAs) for Local Authorities Services to Schools
- Performance Report - Corporate Plan
- Afon Tâf High School - Attendance at Scrutiny meeting
- Update on School Planning
- Self-Evaluation of Support for School Improvement
- Central South Consortium - Contribution to Raising Standards in Merthyr Tydfil Schools
- HR Policy for Schools Safer Recruitment
- Self-Evaluation of improving the quality of self-evaluation
- Self-Evaluation of the impact of leadership
- Summary of judgments in the Self Evaluation Report
- Key Stage 4 Standards 2015 to 2016
- Performance of Groups of Pupils in 2015 to 2016
- Performance Report - Corporate Plan. Priority Area 1 - Raising Standards of Attainment
- Visit to Troedyrhiw Primary School

5.5 Social Services Scrutiny Committee

The Committee looked at the following issues:-

- Looked After Child Prevention Strategy
- Fostering Service - Social Services response to CSSIW report
- Looked After Children Strategy Implementation
- Social Services and Well-being (Wales) Act 2014
- Social Services response to CSSIW report
- Annual report Social Services Complaints, Representations and Compliments
- Annual Report on Social Services 2015/2016
- Performance Report - Corporate Plan Priority Area 2: Promoting Independence
- Performance Report - Corporate Plan Priority Area 3: Meeting the needs of vulnerable children
- Performance Report - Corporate Plan Priority Area 4: Active lifestyles
- Children Looked After Reviews and Child Protection Conferences 2015/16
- Safeguarding Reference Group
- Children Looked After Prevention Strategy
- CTSCB Annual Plan 2016-17 / CTSAB Annual Plan 2016-17
- Performance Report - Corporate Plan (Priority Area 2 - Promoting Independence)
- Corporate Plan (Priority Area 3 - Meeting the Needs of Vulnerable Children)
- Performance Report - Corporate Plan (Priority Area 4 - Active lifestyles)
- Child Sexual Exploitation (CSE) Safeguarding Action Plan
- Cwm Taf Multi Agency Safeguarding Hub (MASH) Annual Report 2015/16
- Cwm Taf Safeguarding Adults Board Annual Report 2015/16
- Cwm Taf Safeguarding Children Board Annual report 2015/16
- Performance Report - Corporate Plan Priority Area 4 Active Lifestyles
- Vale, Valleys and Cardiff Adoption Service Annual Report
- Annual Report on Adult Safeguarding Processes
- Caseloads - Children's Services

- Cwm Taf Integrated Family Support Team Annual Report 2015-16
- Communities First 'Minded Phase Out'
- Performance Report – Corporate Plan Priority Area 2 Promoting independence
- Performance Report - Corporate Plan Priority Area 3 Meeting the needs of vulnerable children
- Early Intervention Team
- Social Services response to CSSIW Action Plan

5.6 **Joint Scrutiny Committee**

The Committee looked at the following issues:-

- MTCBC Change Programme - Projects Report 5
- MTCBC Change Programme - Projects Report 6
- Medium Term Financial Plan 2017/18 to 2020/21 - Progress Update
- Tackling Poverty Agenda
- Housing and Community Occupational Therapy Disabled Facilities Grants
- Joint Working Arrangements
- Medium Term Financial Plan 2017/18 to 2020/21 - Cabinet Recommendations

6.0 **CHAIRPERSON COMMENTS**

6.1 **Governance, Performance, Business Change and Corporate Services Scrutiny Committee** (Chair, Cllr Tom Lewis)



Over the past year we have enjoyed a good level of engagement with our Cabinet members across the scrutiny committees. In particular the Cabinet Member for Governance and Corporate Services has played an active role in supporting the scrutiny process and addressing any concerns we have raised.

The Medium Term Financial Plan shows that the Authority has a projected revenue budget deficit of over £16 million for the period up to 2021. We have already seen the impact of budget restrictions on our frontline service provision, something which is unfortunate but inevitable considering the bleak financial climate we find ourselves in.

Scrutiny has an important role as budgets and resources become tighter each year. Scrutiny must play its role in ensuring that decisions are well informed and that alternative options are considered, and importantly that the residents of the County Borough are consulted appropriately and kept informed.

I would like to take this opportunity to also thank all those Members and Officers of the Council who have been involved in scrutiny over the past twelve months.

6.2 **Learning and LAESCYP Scrutiny Committee** (Chair, Cllr Lisa Mytton)



“In 2016/17 our scrutiny committee focused on key objectives including the ongoing progress made by officers and schools following the news that we were taken out of special measures by Estyn, ensuring that we didn’t take our eye off the ball. We have had the opportunity to meet many School Heads and Chairs of Governors including some great visits to schools who have given a deeper insight into some of the challenges facing schools in the County Borough and also allowing us to celebrate some of the highlights and success stories.

We have sought to ensure schools are encouraged to share information and develop joint working strategies to address such issues as attendance, effective teaching and classroom practice etc. We will continue to have a strong robust forward work programme including a focus on key challenges facing schools with Additional Learning Needs as one example. Additionally whilst we had fantastic results showing improvement in our attainment and achievement rates Scrutiny will continue to monitor results to ensure that we continuously improve and strive to achieve the goals and ambitions set out by all within the County Borough.

As the chair of scrutiny I’m so pleased to report that we continue to improve on attendance figures, getting the message across to parents and carers on the importance of ensuring children have every opportunity to learn, achieve and enjoy school. Scrutiny has discussed many informative reports from officers during the year, and is grateful to all who contribute to these. We send our congratulations to staff, governors and of course the children of our schools on their excellent results this last year.

Once again my thanks to all members of this committee, officers and schools who have contributed over the last 12 months“.

6.3 **Neighbourhood Services and Public Protection Scrutiny Committee** (Chair, Cllr Darren Roberts)



“The Neighbourhood Services and Public Protection Scrutiny Committee drafted its work program early last year knowing that with reducing budgets and increasing service pressures the need for more robust scrutiny was required.

It is important that the public are able to contribute to the work of scrutiny and this is an area that we as scrutiny members need to encourage and develop. All the scrutiny committees welcome the involvement of residents, businesses and community groups in the County Borough in our scrutiny work.

This Authority has worked tirelessly this year to help safeguard the services that matter the most to the public and the most vulnerable in our society. This has

been extremely challenging at times due to reduced budgets and service pressures.

May I take this opportunity to thank all members of the scrutiny committee, Cabinet colleagues, the officers of the Authority and partners who have contributed to the work of the scrutiny committee throughout the year; can I also thank the Scrutiny and Democratic Services departments for the invaluable support and guidance.

It has been a privilege to chair the Neighbourhood Services and Public Protection Scrutiny Committee over the past 5 years. I hope that the work undertaken by the committee has been of value to the Authority and the residents of the County Borough of Merthyr Tydfil”.

6.4 **Regeneration, Planning and Countryside Scrutiny Committee** (Chair, Cllr Gareth Jones)



“This scrutiny committee has built on and developed the work programme from last year and this has included monitoring and challenging the Authority’s performance in areas such as Community Regeneration, Economic Development and Growth, Employability, Building Control and Housing.

We have also looked at departmental working processes and their effectiveness, as measured by external audits and self-evaluation programmes; and how the Authority has introduced and planned for the impact of the 'Well Being' Legislation on such areas as Homelessness and Affordable Housing provision.

I will not be standing for re-election on 4th May and would like to wish my successor every success in chairing and taking forward this scrutiny committee.

I would also like to thank all the members of the committee, Cabinet Colleagues, and officers who have contributed to the work of the committee over the past 12 months.”

6.5 **Social Services Scrutiny Committee** (Chair, Cllr Bill Smith)



“The role of scrutiny in local authorities is of increasing importance especially in times of austerity when we need to challenge the Council’s Cabinet and senior officers to make sure that within available funding we provide essential and effective services to the residents of the County Borough.

The Social Services and Well-being (Wales) Act came into force in April 2016 with the result that it has changed the way people’s needs are assessed and the way services are delivered. This scrutiny committee has been receiving regular updates on progress in ensuring that the Council is meeting the requirements of the Act.

Whatever the membership of the committee is following the local elections in May I am sure this committee will continue to face up to the challenges as the shape of local government changes amid continued reductions in public spending.

Thank you to my scrutiny colleagues, our Cabinet Member for Social Services and Officers of the Authority for the assistance and contribution to the scrutiny process“.

7.0 SCRUTINY WORK PROGRAMMES 2017/18

- 7.1 Following the local government election on 4th May (Cyfarthfa Ward 8th June), the 2017/18 scrutiny work programmes are in the process of being developed. The work programmes will be aimed at ensuring scrutiny maintains a strategic and co-ordinated approach based on major areas of Council and partner organisations' activity.
- 7.2 The selection of review topics for the work programmes takes account of what is of direct and significant interest to residents, and what would be timely, relevant, and likely to add value. Please note however that the work programmes will necessarily be subject to continual refinement and updating.
- 7.3 It is imperative that the Council delivers its services in smarter and more efficient ways, and Scrutiny has a role in ensuring that decisions are well informed, that alternate options are considered, and that Cabinet is held to account to ensure decisions are robust, evidence based and transparent. This too will need to be considered when developing the work programmes for all the scrutiny committees.

8.0 CWM TAF PUBLIC SERVICES BOARD JOINT OVERVIEW AND SCRUTINY COMMITTEE

- 8.1 The Wellbeing of Future Generations (Wales) Act 2015 came into force in April 2016. The Act requires public bodies to improve social, economic, environmental and cultural wellbeing, by taking action in accordance with the sustainable development principle, aimed at achieving the 'Wellbeing Goals'. There are two distinct roles for scrutiny:
- 1) Scrutiny will need to ensure that the Council applies the duties of the Act to its own decisions and policies – this will require scrutiny members to challenge whether the Council is implementing the Act across all the services that it delivers.
 - 2) Purposeful scrutiny of the Public Services Board – this should be strategic and focussed on the work of the Public Service Board in the area as a whole. MTCBC and RCTCBC have decided to establish a joint public services board across the two local authority areas i.e the Cwm Taf Public Services Board.
- 8.2 In respect of 8.1 (2) above, a joint scrutiny committee to scrutinise the Cwm Taf Public Services Board has been established namely the “*Cwm Taf Public*

Services Board Joint Overview and Scrutiny Committee". One meeting has been held to date to agree the terms of reference and other housekeeping duties. The next meeting is due in July 2017 (yet to be arranged) when the work programme for the joint committee will be developed.

9.0 PUBLIC PARTICIPATION AT SCRUTINY

- 9.1 Whilst Scrutiny members, Cabinet members and Council officers contribute regularly to scrutiny activities, we also welcome public attendance and input at our meetings.
- 9.2 The involvement of local residents, community organisations and partners is an important part of the scrutiny process and scrutiny committees are committed to responding to the views and concerns of residents. We would like to encourage residents and organisations to attend and contribute to scrutiny work in securing the best possible public services. The intention is to make sure that we are dealing with the matters that are most important to the community and are delivering quality services.
- 9.3 The Constitution² allows for members of the public to attend and speak at scrutiny meetings. With this in mind a guide³ as to how this can work in practice has been produced. The guide provides details on how to for example to submit a written representation on an agenda item and the time limit for the member of public to put their case. This hopefully will allow members of the public the opportunity to tell Councillors directly about the things that concern them.
- 9.4 If members of the public feel that there is a topic that scrutiny should look at, they can let us know by completing a [Scrutiny Request Form](#) or by contacting the Scrutiny section on 01685 725464; or email scrutiny@merthyr.gov.uk

10.0 SCRUTINY COMMITTEE TITLE AND REMIT CHANGES

- 10.1 As per the Authority's Constitution Scrutiny Committees must report annually to full Council on their workings and they can also recommend amended working methods if required. In this respect there is a recommendation in this this report regarding the titles and remits of two of the scrutiny committees i.e:-

The names or titles of the scrutiny committee are shown at 4.2 in this report. Presently there are some anomalies with the remits of the Neighbourhood Services and Public Protection Scrutiny Committee and the Regeneration, Planning and Countryside Scrutiny Committee:-

1. The Head of Service for Public Protection and Housing (Steve Peters) reports to two scrutiny committees i.e. the "Neighbourhood Services &

² MTCBC Constitution - Citizens Rights 2.03.01 (c). **Participation.** Citizens have the right to participate in the Council's question time, speak at meetings of the Cabinet (when agended), and other Committees with the permission of the Chairperson and contribute to investigations by the Scrutiny Committees.

³ ["Scrutiny at MTCBC – Public Speaking Arrangements"](#)

Public Protection Scrutiny Committee” and the “Regeneration, Planning & Countryside Scrutiny Committee”; and

2. The Head of Planning and Countryside (Judith Jones) reports to the Regeneration, Planning and Countryside Scrutiny Committee, whilst her Chief Officer (Neighbourhood Services) reports to the Neighbourhood Services and Public Protection Scrutiny Committee (see APPENDIX II). As such the two Chief Officers are ultimately also held to account by two scrutiny committees.

10.2 This report recommends that there are slight changes to the remits and titles of the two committees as follows (See also APPENDIX II):-

1. The Head of Service for Public Protection and Housing (Steve Peters) reports to one scrutiny committee i.e. the Regeneration, Planning and Countryside Scrutiny Committee
2. The Head of Planning and Countryside (Judith Jones) reports to the Neighbourhood Services and Public Protection Scrutiny Committee.

and in accommodating 1) and 2) above:-

3. The title of the Regeneration, Planning and Countryside Scrutiny Committee is changed to “**Regeneration & Public Protection**” Scrutiny Committee.
4. The title of the Neighbourhood Services and Public Protection Scrutiny Committee is changed to “**Neighbourhood Services, Planning & Countryside**” Scrutiny Committee.

and

5. Following on from the remit changes at 1) and 2) above, the role of the Authority’s Crime and Disorder Committee is now undertaken by the Regeneration & Public Protection Scrutiny Committee.

11.0 FINANCIAL IMPLICATIONS

11.1 There are no financial implications as a result of this report.

12.0 EQUALITY IMPACT ASSESSMENT

12.1 An Equality Impact Assessment (EqIA) form has been prepared for the purpose of this report. It has been found that a full assessment is not required at this time. The form can be accessed on the Council’s website/intranet via the ‘Equality Impact Assessment’ link.

**GARETH CHAPMAN
CHIEF EXECUTIVE**

| BACKGROUND PAPERS | | |
|--|-------------------------|--------------------------|
| Title of Document(s) | Document(s) Date | Document Location |
| As per document references | | |
| Does the report contain any issue that may impact the Council's Constitution? | | Yes |

Consultation has been undertaken with the Corporate Management Team in respect of each proposal(s) and recommendation(s) set out in this report.