

Dear Members

**Community Wellbeing Scrutiny Committee**

A meeting of the Community Wellbeing Scrutiny Committee will be held in the **Craddock Room, Civic Centre, Riverside Stafford** on **Tuesday 17 June 2025 at 6.30pm** to deal with the business as set out on the agenda.

Please note that this meeting will be recorded.

Members are reminded that contact officers are shown at the top of each report and members are welcome to raise questions etc in advance of the meeting with the appropriate officer.



Head of Law and Governance

# COMMUNITY WELLBEING SCRUTINY COMMITTEE

17 JUNE 2025

Chair - Councillor A P Edgeller

## AGENDA

- 1 Minutes of 27 March 2025 as previously published on the Council's website.
- 2 Apologies
- 3 Public Question Time - Nil
- 4 Councillor Session - Nil
- 5 Members' Item

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ITEM NO 5(a) **Health and Care Overview and Scrutiny Committee 3 March 2025 (draft minutes)** 3 - 7

COUNCILLOR A P EDGELLER

- 6 Called-In Items - Nil

- 7 Officers' Reports

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HEAD OF LAW AND GOVERNANCE

## Membership

Chair - Councillor A P Edgeller

A P Edgeller

A D Hobbs

E G R Jones

P A Leason

B McKeown

D M McNaughton

L Nixon

M Phillips

J T Rose

J Thorley

**Minutes of the Health and Care Overview and Scrutiny Committee  
Meeting held on 3 March 2025**

Present: Richard Cox (Chair)

<b>Attendance</b>	
Charlotte Atkins	John Jones
Philip Atkins, OBE	Steve Norman
Ann Edgeller (Vice-Chair (Scrutiny))	Kath Perry, MBE
Phil Hewitt	Bernard Peters
Jill Hood	Fred Prestwood
Julia Jessel (Vice-Chair (Overview))	Janice Silvester-Hall
Jason Jones	Helen Adams

**Also in attendance:** Jeremy Pert (Cabinet Member) & Anna Mather (Healthwatch)

**Apologies:** Val Chapman

**Part One**

**49. Declarations of Interest**

Councillor Ann Edgeller declared an interest as Staffordshire County Councils appointed Partner Governor at the Midlands Partnership Foundation Trust (MPFT).

Councillor Bernard Peters declared an interest as Staffordshire County Councils Local Authority appointed Governor at University Hospital Derby and Burton (UHDB).

Councillor Kath Perry declared an interest in item 51, as her son was a vice-principal of an academy within Staffordshire.

**50. Minutes of the meeting held on 27 January 2025**

**Resolved** – That the minutes of the meeting held on 27 January 2025 be confirmed and signed by the Chairman.

**51. Update on Mental Health Support Teams in Schools**

Nicola Bromage, Associate Director, Mental Health, Learning Disability and

Autism and Children and Young People and Becky Murphy, Commissioning Officer, Health and Wellbeing presented the update on Mental Health Support Teams in Schools to the Committee.

The report provided an update for members on the current status of the 10 mental health support teams in schools across Staffordshire and outlined the role of the mental health support teams in schools (MHST). The report also referenced other available mental health resources and support mechanisms for schools.

The Committee were advised that as of 2023, approximately 20.3% of children and young people aged 8-16 in England were identified as having a probable mental health disorder.

It was reported that it was too early to see the impact on referrals to CAMHS, there did however appear to be a trend where referrals from schools to Core CAMHS was reduced.

There had been consistent challenges relating to workforce and staff retention which were highlighted to the Committee.

The Committee were also advised that there had been difficulty in engaging with some schools as participation with MHST was not mandatory.

The Committee noted the following comments and responses to questions:

- The Council was working closely with the schools which were not engaging with the MHST to encourage them to utilise the service. The Committee discussed the assistance which Councillors could offer to engage with schools. The Committee also discussed the role that parents could play to encourage schools to engage with MHSTs.
- The Committee requested to receive details around each school which was engaged with MHST.
- There had been challenges around the whole school approach and the Committee discussed that a member of the senior leadership team within schools should be a mental health lead.
- There was not full coverage of MHSTs for all schools within Staffordshire (45%), but for those schools with no MHST, there were other services available. It was reported that the ICB intend to extend the service to 100% coverage.
- The SSoT ICB were currently leading on neurodiversity programmes in schools to support schools to make reasonable adjustments.
- Local universities had not applied to become one of the curriculums to train Education Mental Health Practitioners. The ICB were engaging with universities to provide this education.

- The ICS had a Children and Young People Mental Health Improvement Board which looked at the full breadth of mental health of Children and Young People.
- Wider determinants which can have an impact on mental health for children and young people.
- The Committee discussed the importance of supporting all children and only giving diagnosis (or labels) of Neurodivergent conditions where necessary.
- MHST were a national pilot, and data was submitted nationally for evaluation.

**Resolved** – That (a) the report be received, and the Committee comments be noted.

(b) the Committee recommend that the SSoT ICB working alongside the County Council consider discussing school engagement with the Mental Health Support Teams offer with parents of pupils attending schools which had not engaged.

(c) the Committee requested to receive details around each school which was engaged with Mental Health Support Teams.

## **52. Delivery of Staffordshire’s Good Mental Health Strategy 2023-2028**

Councillor Jeremy Pert, Cabinet Member for Health and Care, Jan Cartman-Frost, Senior Commissioning Manager, Nicola Bromage, Associate Director, Mental Health, Learning Disability and Autism and Children and Young People, Becky Murphy, Commissioning Officer, Health and Wellbeing & Chris Stanley, Commissioning Manager, presented the delivery of Staffordshire’s Mental Health Strategy 2023-2028 to the Committee.

The Committee were reminded that Staffordshire’s Good Mental Health Strategy 2023-2028 was approved in March 2023.

It was reported that the strategy’s aim was to help everyone improve their mental wellbeing, help those who have short periods with problems to regain their mental health and well-being, and help people of all ages with severe long term mental health problems to live productive and fulfilling lives.

The Committee were advised that the strategy set out six outcomes and the action plan to support the delivery was overseen by a joint working group and reported to the Health and Wellbeing Board. An update of these outcomes was presented to the Committee.

The Committee noted the following comments and responses to

questions:

- Outcome 1: Everyone can look after their own mental wellbeing and find support in their communities when they need it was a headline which the strategy aimed to achieve, and it was noted that this had not yet been achieved and was a work in progress.
- There were many triggers and external influences in relation to suicide. There was a real time suspected suicide surveillance at the police which met weekly to understand any local triggers.
- There was a significant life expectancy difference for people with a severe mental illness. This had been determined as a priority area for the ICB.
- The ICB commissioned a large number of community sector providers. There was an acknowledgement that the ICB could not support every organisation. The County Council had a supported communities programme.
- There was an NHS 111 option 2, mental health option which would refer to an urgent care crisis line for a response. There was also a 24/7 text line in place.
- There was ongoing work with a wide range of partners and voluntary/ independent sector groups where the action plan and opportunities of working together was discussed. There were challenges in the vast number of organisations which the Council were looking to address with the strategy.
- The Committee commented that the report should be more focussed in the future and linked back to the original strategy document.
- A dashboard to clearly identify metric data and identify trends was being discussed at the Health and Wellbeing Board.

**Resolved** – That the report be received and the Committee comments be noted.

### **53. District and Borough Health Scrutiny Activity**

The Committee received the District and Borough Health Scrutiny activity update report.

In addition to the report, the Committee received the following verbal update at the meeting:

- Lichfield District Council were looking at maternity services at Samuel Johnson and the health and wellbeing centre in Burntwood.
- East Staffordshire District Council updated that there was a new GP practice

- Cannock Chase District Council requested that the Chairman request an update on Cannock Chase MIU from the ICB.

**Resolved** – That the District and Borough Health Scrutiny activity update be received and noted.

#### **54. Work Programme**

The Committee discussed the need to add Obesity and Diabetes, particularly relating to type 2 diabetes related to obesity in young people.

**Resolved** – That the work programme update report be received.

**Chair**

**Agenda Item 7(a)****End of Year Performance Report for 2024-25**

<b>Committee:</b>	Cabinet
<b>Date of Meeting:</b>	26 June 2025
<b>Report of:</b>	Head of Transformation and Assurance
<b>Portfolio:</b>	Community Portfolio

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**1 Purpose of Report**

- 1.1 To advise Members on the progress in delivering the Council's priorities and performance at the end of 2024-25.

**2 Recommendations**

- 2.1 To note the progress made at the end of 2024/25 relating to the delivery of the Council's priorities and performance as set out in **APPENDICES 1 AND 2**.

**Reasons for Recommendations**

- 2.2 The performance information allows Cabinet to monitor progress in delivery of the Council's corporate priorities and operational services.

**3 Key Issues**

- 3.1 Priority Delivery Plans (PDPs) for 2024/25 have been produced pending the development of a new Corporate Business Plan. They set out the Council's key strategic and operational priorities and the key actions to deliver these.
- 3.2 Overall, 79% of the key actions have been delivered or are on schedule to be completed. Progress in delivering the PDPs is summarised in 5.3 of the report and set out in detail in **APPENDICES 1A TO 1D**.
- 3.3 With regard to the operational performance of the key services of the Council, 67% of targets have been met or exceeded. Further details can be found at 5.6 and in **APPENDIX 2**.

**4 Relationship to Corporate Priorities**

- 4.1 The indicators and actions contribute individually to all of the Council's priorities.



## 5 Report Detail





5.1 The Corporate Business Plan 2021-24 sets out the Council's overarching priorities. Pending the development of the new corporate business plan, the overarching priority themes remain the same but new priority delivery plans have been developed setting out the key strategic and operational priority projects and the key actions to deliver these.

### Priority Delivery Plans

5.2 The Priority Delivery Plans are set out in **APPENDICES 1A TO 1D**, to this report. These plans establish the actions and timetable for delivery and form the basis of the Council's performance reporting framework.

5.3 A commentary on performance and a rating for each of the actions set out in the Delivery Plans is given in **APPENDICES 1A TO 1D**. A summary of progress, by rating, is given in table 1 below.

**Table 1: Summary of progress in delivery of key projects/actions as at end of 2024/25**

Performance Rating	Action complete	Work on Target	Work < 3 months behind schedule	Work > 3 months behind schedule	No longer applicable	Total Number of Actions
Corporate Business Plan Priority					N/A	
The Economy	20	2	5			27
Community	17	2	5			24
Climate Change	2		1			3
The Council	10	3	2		2	17
<b>Total</b>	<b>49 (69%)</b>	<b>7 (10%)</b>	<b>13 (18%)</b>		<b>2 (3%)</b>	<b>71</b>

5.4 At the end of 2024/25, of the 71 projects/actions due for delivery in this period:

- 56 (79%) have been completed or are on target to be completed;
- 13 (18%) are behind schedule; and
- 2 (3%) are no longer applicable.





5.5 The key project successes during 2024/25 are:

- Commencement of demolition works in Stafford town centre and station approach project;
- Creation of a play area improvement programme;
- New Homelessness and Rough Sleeper Strategy approved;
- Approval of the Climate Change Strategy and Action Plan; and
- The closure and publication of 3 sets of accounts bringing the Council up-to-date.

## Key Performance Indicators

- 5.6 In addition to the Delivery Plans, performance is also reported against the delivery of key operational services; Key Performance Indicators (KPIs) for these services are set out in **APPENDIX 2**. In summary:

**Table 2 - Summary of key performance indicators for 2024/25**

Corporate Business Plan Priority					Total Number of KPIs
	Performance exceeds target	Performance on target	Performance < 5% below target	Performance > 5% below target	
The Economy	5		2		7
<b>Community</b>	<b>6</b>	<b>1</b>	<b>6</b>	<b>1</b>	<b>14</b>
The Council	9	1		2	12
<b>Total</b>	<b>20</b> <b>(61%)</b>	<b>2</b> <b>(6%)</b>	<b>8</b> <b>(24%)</b>	<b>3</b> <b>(9%)</b>	<b>33</b>

- 5.7 Of the 34 indicators due to be reported on:

- 22 indicators show performance on or above target (67%); and
- 11 indicators show performance below target (33%).

The reasons for underperformance are set out in **APPENDIX 2**.

- 5.8 The key performance success were:

- Improved performance for planning applications;
- 99.97% of bins were collected first time;
- The target for DFGs was exceeded by 28%;
- The target for securing accommodation for the homeless was exceeded by 21%;
- Housing and council tax benefit claims were processed on average 34% quicker than last year
- Council tax and business rates collection is back on track to pre-covid levels;
- The average call wait time for the Council's main switchboard is less than 1 minute.

## 6 Implications

### 6.1 Financial

There are no direct financial implications arising from the report. The financial management of the PDPs is standard in accordance with Financial Regulations and any measure to address a performance shortfall as reflected in a PDP report will require compensatory savings to be identified in the current year and be referred to the budget process for additional resources in future years.

**6.2 Legal**

None

**6.3 Human Resources**

None

**6.4 Risk Management**

The Council's Strategic Risk Register sets out the risks the Council faces in delivering its priorities.

**6.5 Equalities and Diversity**

Equality and diversity matters are addressed in individual services areas and by undertaking equality impact assessments for projects and programmes of work where this is necessary and appropriate.

**6.6 Health**

None

**6.7 Climate Change**

None

**7 Appendices**

Appendix 1A: The Economy (*not attached, listed for information only*)

Appendix 1B: Community

Appendix 1C: Climate Change (*not attached, listed for information only*)

Appendix 1D: The Council (*not attached, listed for information only*)

Appendix 2: Key Performance Indicators

**8 Previous Consideration**

None

**9 Background Papers**

Corporate Plan 2021-24

**Contact Officer:** Judith Aupers

**Telephone Number:** 01543 46411

**Ward Interest:** All





**Report Track:** Resources Scrutiny Committee 24 June 2025  
Economic Development and Planning Scrutiny 2 July 2025  
Community Wellbeing Scrutiny Committee 17 June 2025

**Key Decision:** No

## Priority Delivery Plan for 2024-25

### Priority 2 - The Community

#### Summary of Progress for the year 2024/25

Quarter					Total Number of Projects
	Action completed	Work on target	Work < 3 months behind schedule	Work > 3 months behind schedule	
1&2	5				5
3	7				7
4	5	2	5		12
<b>TOTAL</b>	<b>17</b> <b>(71%)</b>	<b>2</b> <b>(8%)</b>	<b>5</b> <b>(21%)</b>		<b>24</b>

#### Summary of Successes for the Year 2024/25

The majority (5 of 7) of the waste actions were completed on or ahead of target during 2024/25. The current waste and recycling collection service was reviewed against the requirements of the Resources and Waste Strategy 2018 (final version published 2024) and found to be overall compliant, pending the introduction of a new food waste collection service nationally and some minor inclusions of some additional materials, such as 'C' grade film into dry recycling collections. Preparations for the new food waste collection service were completed on target during Q4, including the completion of the negotiation with the incumbent contractor and the start of the procurement process of the food waste containers and caddies. These are being jointly procured across Staffordshire, via Staffordshire's Waste Partnership, led by the Partnership Manager, enabling economies of scale and best value.

Both Play Area/Parks Improvement PDPs have been completed on target, by the end of 2024/25, with elected members being surveyed and a play area improvement programme being created and presented to Cabinet during Q4.

The Homelessness and Rough Sleeper Strategy has been approved by Cabinet, this is the culmination of 9 month's work with partners and sets the priorities for the next 5 years.






**Summary of Slippage as at the end of 2024/25**






During 2024/25 Operations saw two areas of slippage, the review of the potential 10-year extension of the kerbside waste collection contract, due to delays with the negotiation with the incumbent contractor around the provision of the new food waste collection service and the review of tree management requirements at both Councils. The latter being due to its resource complexity. The draft tree management report is with members of Leadership Team for review, following which it will be going to full Leadership Team and onto Cabinets at both Councils', planned during Q1 of 2025/26.






The Housing Strategy has yet to go out to procurement but will be progressed in Q1 of 2025/26.

Freedom Leisure Strategic Partnership Plan was delayed due to changes mid-year in personnel for both the operator and Council contract management staff. The agreed approach was to develop in partnership, a suite of individual annual plans which shape strategic delivery of leisure, wellbeing and heritage by theme for 25/26. These have been drafted, reviewed and will be signed off May 2025.

## Priority 2 - The Community

Project	Actions and Milestones	Q1	Q2	Q3	Q4	Progress Update	Symbol
<b>Housing and Homelessness Strategy and approach to building new Council homes</b>	Prepare documents to commission Stafford Housing Strategy including approach to developing Council Housing			X		Draft documents have been prepared in order to commission a housing strategy	
	Start procurement for Stafford Housing Strategy				X	Strategy brief ready to go out to procurement, this was delayed as an opportunity to do the work in house was explored but unfortunately didn't come to fruition.	
	Prepare documents to commission consultants to scope the feasibility of a housing development on Council owned land			X		Draft documents have been prepared to commission consultants to scope the feasibility of developing housing on Council owned land	
	Start procurement to scope the feasibility of development on a Council owned site				X	Strategy brief ready to go out to procurement, this was delayed as an opportunity to do the work in house was explored but unfortunately didn't come to fruition.	
	Completion of Stafford Homelessness and Rough Sleeper Strategy				X	Stafford's Homelessness and Rough Sleeper Strategy was approved by Cabinet on 06 March 2025	

Project	Actions and Milestones	Q1	Q2	Q3	Q4	Progress Update	Symbol
<b>Review of the Leisure, Culture and Heritage Contract</b>	Finalise Freedom Leisure Strategic Partnership Plan				X	A suite of individual annual plans for physical activity and sport; healthy communities; culture and heritage; events and entertainment have been drafted and will be considered for approval at the Quarter 4 contract review meeting in May 2025.	
<b>Design and Deliver Stafford Borough's approach to Health</b>	Complete delivery of health inequalities funded projects		X			All funded projects successfully completed.	
	Evaluation of health inequalities funded projects to inform future activity			X		Evaluations completed in quarter 3 and presentation to Community Wellbeing Scrutiny on 15 January 2025 detailing the projects and what was achieved.	
	Commence work on drafting Community Wellbeing Strategy, setting out priorities across community safety and health				X	Research into health and wellbeing data locally has been developed, including insights from Public Health and ICB partners, and from open public data sources. Outline priorities were mapped at a stakeholder health workshop held in January. Drafting has commenced.	
<b>Waste and Recycling - Kerbside collection contract (2018-2028)</b>	Review current waste collection service			X		The waste collection service has been reviewed with reference to compliance with the final version of the Resources and Waste Strategy 2018, published in 2024. The overall minor required amendments will be made as part of and/or following contract negotiation.	





Project	Actions and Milestones	Q1	Q2	Q3	Q4	Progress Update	Symbol
	Review potential extension options with incumbent waste collection contractor				X	The review of the potential extension with the incumbent contractor was delayed due to the negotiation around the introduction of the new food waste collection service from April 2026. The review is now due to begin during Q1 2025/26.	
	Report to Cabinet on extension option or re-procurement requirement				X	Delayed due to the above and will be dependent upon the results of the Q1 2025/26 review.	
<b>Waste and Recycling - Introduction of mandatory food waste kerbside collections [ * denotes action subject to confirmation of government funding settlement]</b>	Design of new service model and discussions with contractor			X		Discussions were successfully completed during Q3 with the incumbent contractor to carry out the food waste collections in the final two years of their contract. Cabinet briefing was given in Q4 on the proposed new service provision and its operation.	
	Consider and action revenue settlement offered by Government			X*		2025/26 revenue settlement was received during Q4, subject to further annual settlements.	
	Cabinet approval for new service, start date, and permission to spend				X*	Completed - report around new service was given to Cabinet early in Q4 as per the above.	







Project	Actions and Milestones	Q1	Q2	Q3	Q4	Progress Update	Symbol
	Prepare to tender for the procurement of food waste caddies				X*	Tender documentation has been completed. Containers are being procured alongside the other Staffordshire Waste Partnership (SWP) Councils as part of a joint procurement exercise, led by the SWP Manager.	★
<b>Tree Management (OP3)</b>	Review current services and establish requirements (including Tree Protection Orders)				X	Work is in progress on reviewing the current tree management arrangements. A report is being prepared on the Tree Management System and tree inspections that are required and this will be going to Leadership Team in Q1 2025/26 and then on to Cabinets at both Councils.	✓
<b>Play Area/Parks Improvements (OP4)</b>	Review condition of current play areas and funding availability for improvements and cyclical maintenance			X		Play area review has been undertaken by officers and the data processed. The processed data will be used to create and inform the play area improvement programme that is intended to be taken to Cabinet during Q4.	★
	Create improvement programme				X	A play area improvement programme has been created and was presented to Cabinet during Q4.	★
<b>Private Water Supply (OP6)</b>	Review of current position	X				Review undertaken, follow up carried out on audit reports to understand current position of the service to facilitate required changes	★

Project	Actions and Milestones	Q1	Q2	Q3	Q4	Progress Update	Symbol
	Ensure staff have undergone training and are certified competent to deliver this testing regime	X				Water sampling training completed by 2 members of staff, who are now competent to carry out water sampling activities	★
	Formulate a delivery plan for testing for all supplies due to be tested		X			Delivery Plan has been formulated and high-risk supplies identified. Specialist contractor commissioned to lead on complex supplies will commence sampling in Q3	★
	Commence testing program		X			Risk assessment commenced during Q3. Contractors engaged and started work in Q4	★
	Complete testing program for 24/5. Plan program from 25/6				X	91% of eligible supplies risk assessed. Plan for 25/26 in place. A delay in engaging the contractor contributed to a small shortfall. Also, we were made aware in Dec 2024 of some supplies that had previously not been included in our records. These supplies will be risk assessed and sampled in Q1 2025.	✓

### Summary of Key Performance Indicators (KPIs) for 2024/25

Symbol	Description	The Economy	The Community	The Council	Total
	Performance exceeds target	5	6	9	20
	Performance on target		1	1	2
	Performance < 5% below target	2	6		8
	Performance > 5% below target		1	2	3
N/A	Reported Annually / Not Applicable		5	1	6
	<b>TOTAL</b>	<b>7</b>	<b>19</b>	<b>13</b>	<b>39</b>





## KPIs for Business Objective 2 - The Community

Symbol	Description	Qtr 2	Qtr 3	Qtr 4	End of Year
	Performance exceeds target	5	7	6	6
	Performance on target	3	3	1	1
	Performance < 5% below target	4	1	2	6
	Performance > 5% below target	1		2	1
N/A	Reported Annually / Not Applicable	6	8	8	5
	TOTAL	19	19	19	19

Indicator	Year End 23/24	Target 24/25	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Year End 24/25	Rating Symbol	Comments
<b>Operations - Waste and Recycling</b>									
% collections completed first time	NEW	99.90%	99.96%	99.97%	99.98%	99.95%	99.97%	★	Completed above target.
Number of missed bin collections (including assisted)/100,000/qtr.	NEW	<40 per 100,000	44 per 100,000	36 per 100,000	22 per 100,000	49 per 100,000	38 per 100,000	★	An increase in quarter four after good progress had been made throughout the year to reduce missed collections.
% Household waste sent for re-use, recycling and composting	45.4%	48%	51.16%	48.61%	45.20%	39.96%	46.23%	▲	Quarter 4 figures are estimated as we are awaiting confirmed figures from the County Council.
Amount of household residual waste collected per household (Kgs)	109.68 kgs / per qtr.	<448 kgs or 112 kgs / qtr.	115.52 kgs	113.32 kgs	109.54 kgs	110.67 Kgs	449.05 Kgs Ave. 112.26 kgs	▲	Quarter 4 figures are estimated as we are awaiting confirmed figures from the County Council.


Indicator	Year End 23/24	Target 24/25	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Year End 24/25	Rating Symbol	Comments
<b>Operations - Streetscene</b>									
% residents' satisfied with the appearance of town centres (Stafford/Stone)	97%	90%	95%	93%	93%	98%	95%	★	Survey results taken from customers calling into the Council with an enquiry and agreeing to undertake a short customer satisfaction survey
<b>Environmental Health</b>									
% of food businesses inspected	New	100%	27%	45%	73%	99%	99%	▲	Of 361 inspections due, 358 have been completed. Of the 3 outstanding, all are home caterers (not commercial premises), who do not regularly trade. These will be completed by end April 25.
% of food businesses inspected which are broadly compliant (rating of 3 or better)	New	N/A	95%	95%	93%	95%	95%	N/A	This is a measure, not a target

Appendix 2


Indicator	Year End 23/24	Target 24/25	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Year End 24/25	Rating Symbol	Comments
% of service requests responded to within target (all service areas)	New	95%	92%	90%	95%	95%	93%		Year-end figure shows the average over the year.
% Environmental Protection Act permitted processes inspected in line with risk rating	New	100%					100%		All scheduled permit inspections have been completed
% Taxi/PHV fleet inspected	New	90%	27%	41%	79%	100%	100%		
% Taxi/PHV fleet compliant	New	90%	82%	86%	83%	80%	83%	N/A	This is a measure, not a target
% of eligible private water supplies tested and follow up actions completed	New	100%					91%		A delay in engaging the contractor contributed to a small shortfall. Also, we were made aware in Dec 2024 of some supplies that had previously not been included in our records. These supplies will be risk assessed and sampled in Q1 2025.

Indicator	Year End 23/24	Target 24/25	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Year End 24/25	Rating Symbol	Comments
<b>Leisure</b>									
Annual Report from Freedom Leisure setting out the performance of all facilities, including comparison to previous years as well as narrative on the wider wellbeing work and events they facilitate.								N/A	The Annual Report is being finalised and will be reported separately to the relevant Cabinet Member and Scrutiny Committee.
<b>Housing Assistance</b>									
No of DFGs completed		125	21	42	42	55	160	★	The service, now at the end of its second year in-house, is fully established, high performing, running at capacity and with early implementation issues resolved. The target was exceeded.
<b>Strategic Housing and Homelessness</b>									
% households had a positive outcome and secured accommodation for 6 + months	New	41%	57%	60%	67%	62%	62%	★	



Indicator	Year End 23/24	Target 24/25	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Year End 24/25	Rating Symbol	Comments
Delivery of affordable housing per year working with Registered Providers, Developers and Homes England		210 homes					200 homes		The situation is kept under constant review. Good working relationships with Registered Providers are important and will continue to be prioritised. When development as a whole starts to slow down, this will inevitably impact on the delivery of affordable housing, therefore delivery performance can be beyond the control of the local authority.
<b>Community Safety and Partnerships</b>									
Number of residents/cases dealt with via the CAB	New	N/A	689	656	649	736	2,730	N/A	Contextual information only
Total value of financial outcomes achieved as a result of the CAB contract	New	N/A Measure only	£1,476,609	£1,056,239	£804,491	£1,459,778	£4,797,117	N/A	Contextual information only

Appendix 2

Indicator	Year End 23/24	Target 24/25	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Year End 24/25	Rating Symbol	Comments
Community Safety Partnership Hub referrals and case closures within 3 months	New	90% closed within 3 months	32 referrals 91% closed	31 referrals 85% closed	42 referrals 93% closed	48 referrals 83.4% closed	153 referrals 88.1% closed		High closure rates can indicate effectiveness - as a resolution has been achieved or managed risk has been obtained. Some cases however, by nature, take more significant work and may need to remain open longer.

**Agenda Item 7(b)**

# Business Planning Report

**Committee:** Community Wellbeing Scrutiny Committee

**Date of Meeting:** 17 June 2025

**Report of:** Head of Law and Governance

**Portfolio:** Community Portfolio

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## 1 Purpose of Report

- 1.1 To review the programme of business considered by each of the Councils Scrutiny Committees in 2024/25 with a view to the annual report being submitted to the Council.

## 2 Recommendations

- 2.1 The Committee note and approve the report in the **APPENDIX** as its Annual Report to the Council.

### Reasons for Recommendations

- 2.2 Article 6.3 of the Constitution requires Scrutiny committees to report annually to full Council on their workings.

## 3 Key Issues

- 3.1 The report seeks to provide an overview of the role of scrutiny across the council and reflects on the work conducted by each Scrutiny Committee over the past Municipal Year.

## 4 Relationship to Corporate Priorities

- 4.1 Good scrutiny can enhance decision making across all Council priorities. In particular it supports Priority 4: Effective Council through providing good customer experience, value for money to local taxpayers and good governance across the Council.

## 5 Report Detail

- 5.1 An annual report is submitted to full Council at the end of every Municipal year summarising the work carried out by each scrutiny committee.

5.2 Following feedback received in relation to previous annual reports, officers have changed the format of the report for this year. Rather than produce three separate reports, the work of scrutiny is now to be reported under one holistic report. This allows the report to highlight the overall work and purpose of scrutiny and the synergies between each committee's functions. This better reflects the fact that, regardless of the number of committees that work is divided between, scrutiny should act as one function.

5.3 The report does, however, summarise the work carried out by each individual committee over the course of 2024/25. The content of the report has also been expanded compared to previous years.

5.2 The report is intended to be submitted to full Council on 22 July 2025.

## **6.1 Financial**

None

## **6.2 Legal**

None

## **6.3 Human Resources**

None

## **6.4 Risk Management**

None

## **6.5 Equalities and Diversity**

The Borough Council considers the effect of its actions on all sections of our community and has addressed all of the following Equality Strands in the production of this report, as appropriate:-

Age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation.

## **6.6 Health**

None

## **6.7 Climate Change**

None

## **7 Appendix**

Annual Scrutiny Business Report

## **8 Previous Consideration**

None

## **9 Background Papers**

File in Law and Governance

**Contact Officer:** Jackie Allen

**Telephone Number:** 01785 619552

**Ward Interest:** None

**Report Track:** Community Wellbeing Scrutiny 17 June 2025 (Only)

**Key Decision:** N/A

## Appendix

# Annual Scrutiny Business Report

<b>Committee:</b>	Council
<b>Date of Meeting:</b>	22 July 2025
<b>Report of:</b>	Head of Law and Governance
<b>Portfolio:</b>	Leader of the Council

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## 1 Purpose of Report

- 1.1 To report the business conducted by Scrutiny Committees over 2024/25.

## 2 Recommendations

- 2.1 That Council note the report and the work of Scrutiny over 2024/25.

### Reasons for Recommendations

- 2.2 To make Council aware of the scrutiny activity that has been undertaken over the last municipal year.

## 3 Key Issues

- 3.1 Scrutiny is an important function in every council operating executive arrangements. It is important that members understand the role of scrutiny and that Council is kept informed of the work undertaken by Scrutiny Committees.
- 3.2 This report provides a summary of the work undertaken by each committee over the last municipal year. Full details of committee agendas and reports can be found on the Councils website.

## 4 Relationship to Corporate Priorities

- 4.1 Good scrutiny can enhance decision making across all Council priorities. In particular it supports Priority 4: Effective Council through providing good customer experience, value for money to local taxpayers and good governance across the Council.

## **5 Report Detail**

- 5.1 The Council operates Executive arrangements through the election of a Leader and Cabinet. Every local authority operating Executive arrangements is required to establish at least one Overview and Scrutiny Committee to act as a check and balance to the Executive.
- 5.2 Scrutiny Committees are cross party committees each reflecting the overall political balance of the Council. They are not decision making bodies, but allow elected members who do not sit on the Cabinet to scrutinise and influence Executive decision making. This can take the form of scrutinising decisions that Cabinet are planning to take (policy review and development), those it plans to implement (through use of call-in procedures) and those that have already been implemented (through performance review).
- 5.3 National guidance advises that scrutiny work should be based upon four principles. It should:
- Provide constructive “critical friend” challenge
  - Reflect the voices and concerns of the public
  - Be led independently by members who take responsibility for their role, and
  - Drive improvement in services and strategic decision making
- 5.4 The Council has established three scrutiny committees, each with its own terms of reference and areas of oversight. The three areas are Resources, Economic Development and Planning and Community Wellbeing. Details of each committee’s remit, and the procedure rules for the scrutiny function, are set out in the Council’s Constitution.

### **Performance Review**

- 5.5 Each committee regularly monitors Council performance, within its area of scrutiny, through the review of quarterly performance information. Information reported includes progress against delivery plans and key performance indicators, and enables members to identify whether the Council is achieving its corporate plan objectives. Effective monitoring helps the Council to identify good and poor performance and to take action where needed to put things right.
- 5.6 Senior officers attend committee meetings to answer any questions, or respond to requests for clarification, and committees have the power to call senior officers and Cabinet members to account.

- 5.7 In addition to playing an important role in reviewing performance, each committee sets its own scrutiny work programme for the year. The following additional scrutiny work was carried out by each committee during 2024/25.

### **Resources**

- 5.8 The Resources Scrutiny Committee reviewed the draft General Fund Revenue Budget, Capital Programme and Fees and Charges, prior to consideration by full Council at its Budget meetings. The Committee was also consulted on the Council's new Corporate Plan, setting out its vision, priorities and objectives for the next two years, prior to its adoption by full Council in April 2025.
- 5.9 The Committee set up a task and finish group to conduct the annual review of the Council's constitution. A number of proposals were considered and the committee recommendations were adopted by full Council in April 2025.
- 5.10 The Committee reviewed arrangements for the introduction of the new Procurement Act, in particular focusing on the changes to the Council's internal rules governing the conduct of public procurement. It also reviewed the performance of corporate complaints handling over 2023/24, including monitoring details of any complaints referred to the Ombudsman over that period.

### **Economic Development and Planning**

- 5.11 In light of the significant volume of regeneration work currently being undertaken by the Council, the Economic Development and Planning Scrutiny Committee held a number of meetings to review updates on Regeneration Projects within Stafford town, the UK Shared Prosperity Fund, the Business Growth programme and the Stafford Station Gateway project.
- 5.12 The Committee also received a presentation on the Council's Economic Strategy, and reviewed the contents of the draft Infrastructure Funding Statement for 2024, which outlined the Council's section 106 spend.
- 5.13 The Committee set up a task and finish group to look into promotion and support of Town Centre Events. The group held a number of meetings before reporting back to committee. A number of recommendations were referred to Cabinet.

### **Community Wellbeing**

- 5.14 The statutory overview and scrutiny function for Staffordshire is undertaken by Staffordshire County Council's Health and Care Overview and Scrutiny Committee. In accordance with good practice, and to ensure co-ordinated



scrutiny of local health matters between councils, the Chair of the Community Wellbeing Scrutiny Committee is also a member of the County Council committee and a member of the County Council scrutiny is appointed to the Community Wellbeing Scrutiny Committee. The committee has a standing agenda item where it receives reports from the County Scrutiny alerting it to any health matters being scrutinised.

- 5.15 In addition to monitoring local health matters, the committee held meetings to review matters including Disabled Facilities Grants, development of the Homelessness Strategy, progress of Health Inequalities Projects and a presentation on the structure of the Councils Waste Services team.
- 5.16 The committee also reviewed the work carried out by the Councils external contractors for Leisure Services and Waste Collection, through receipt of their annual reports, and received a presentation on the work of the Social Housing Provider "Housing Plus" in the Borough.
- 5.17 The committee received a report from the Community Wellbeing Partnership regarding work carried out in respect of reducing crime and disorder within the Borough over the year.
- 5.18 The committee set up a task and finish group to look at the topic of Food Waste. The group has met once so far and will be scheduling a further meeting in the new municipal year.
- 5.19 The committee received one called-in item, referred to it under the Councils scrutiny call-in arrangements. This related to the Cabinet's decision to adopt a policy for the process of administering the provision of grants to Voluntary Sector Organisations. The committee considered the policy and made a recommendation back to Cabinet.

### **Future Work Programme**

- 5.20 Each committee sets its initial annual work programme at the first business meeting of the new municipal year, taking into account any outstanding matters from the previous year and any new priorities for the upcoming year. The work programme is reviewed as a standing item at every meeting.

## **6 Implications**

### **6.1 Financial**

None

### **6.2 Legal**

As set out in the report.

**6.3 Human Resources**

None

**6.4 Risk Management**

None

**6.5 Equalities and Diversity**

None

**6.6 Health**

None

**6.7 Climate Change**

None

**7 Appendices**

None

**8 Previous Consideration**

None

**9 Background Papers**

None

**Contact Officer:** Ian Curran

**Telephone Number:** 01785 619220

**Ward Interest:** N/A

**Report Track:** Community Wellbeing 17 June 2025  
Resources Scrutiny 24 June 2025  
Economic Planning and Development 2 July 2025  
Council 22 July 2025

**Key Decision:** N/A

## Agenda Item 7(c)

# Work Programme - Community Wellbeing Scrutiny Committee

<b>Committee:</b>	Community and Wellbeing Scrutiny
<b>Date of Meeting:</b>	17 June 2025
<b>Report of:</b>	Head of Law and Governance
<b>Portfolio:</b>	Community Portfolio

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## 1 Purpose of Report

- 1.1 The purpose of this report is to present the Community Wellbeing Scrutiny Committee's Work Programme.

## 2 Recommendations

- 2.1 That the report be noted.

### Reasons for Recommendations

- 2.2 The first stage in achieving a Member-led Overview and Scrutiny process is to develop a Work Programme for the Members of the Committee to own.

## 3 Key Issues

- 3.1 Accordingly, an up to date copy of the Community Wellbeing Scrutiny Committee's Work Programme is provided for Members to consider or amend as appropriate.

## 4 Relationship to Corporate Priorities

- 4.1 This report is most closely associated with the following Corporate Business Objective 2:-

To improve the quality of life of local people by providing a safe, clean, attractive place to live and work and encouraging people to be engaged in developing strong communities and promote health and wellbeing.

## 5 Report Detail

5.1 Members will recall that one of the fundamental philosophies behind the creation of Overview and Scrutiny is that the process should be Member-led and the first stage in achieving this is to develop a Work Programme that is:-

- Owned by all Members of the Scrutiny Committee;
- Flexible to allow the Committee to react to urgent items;
- Contain aspects of both Overview and Scrutiny.

5.2 Therefore, at each scheduled meeting of the Community Wellbeing Scrutiny Committee, an up-to-date copy of the Work Programme will be provided for Members to consider or amend as appropriate.

5.3 The Work Programme includes provision for the Committee to scrutinise appropriate items delivered through the Council's Service Delivery Plan up to twelve months in advance, whilst maintaining the flexibility to respond to any issues that may arise.

5.4 Accordingly, attached as an **APPENDIX** is the Community Wellbeing Scrutiny Committee's current Work Programme to consider or amend as appropriate.

## 6 Implications

### 6.1 Financial

Nil

### 6.2 Legal

Nil

### 6.3 Human Resources

Nil

### 6.4 Risk Management

Nil

### 6.5 Equalities and Diversity

Nil

### 6.6 Health

Nil

**6.7 Climate Change**

Nil

**7 Appendices**

Appendix - Work Programme

**8 Previous Consideration**

None

**9 Background Papers**

File available in Law and Governance.

**Contact Officer:** Ian Curran

**Telephone Number:** 01785 619220

**Ward Interest:** Nil

**Report Track:** Community and Wellbeing Scrutiny Committee  
17 June 2025 (Only)

**Key Decision:** N/A

## Appendix

# Work Programme - Community Wellbeing Scrutiny Committee

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### Future Items:

Task and Finish Group - Food Waste Collections (updates at each scrutiny committee)

Provision of properties for independent living (large scale development)

Biodiversity / Air Quality in Town Centre and outside schools

Food Safety Annual Report

Simpler Recycling - C Grade Plastics

Bereavement and Loss

Children in Care / Housing

Turning Point Presentation

Housing Plus (Wayne Gethings) - September

Community Wellbeing Partnership

Disabled Facilities Grants - September

Tree Management and Tree Protection Orders

Streetscene Update

Veolia Annual Report and Waste & Recycling Update