

EAST STAFFORDSHIRE BOROUGH COUNCIL

Minutes of a Meeting of the Cabinet held in the Coltman VC Room at the Town Hall, Burton upon Trent on Monday 23rd October 2023.

Present:

Councillors M T Fitzpatrick (Chairman), A A Chaudhry, D F Fletcher, R Hawkins, S Slater and P Walker.

Officers Present:

The Chief Executive, the Head of Environment and Corporate Services, the Head of Legal and Regulatory Services and Monitoring Officer, the Head Regeneration and Development, the Interim Chief Finance Officer (Lisa Turner and Stephen Fitzgerald), the Environment Manager, the Interim Marketing and Tourism Manager, the Corporate and Commercial Manager and the Principal Democratic Services Officer.

Also Present:

Cabinet Support Members Councillors S McKiernan and L Walker.

PART II

30/23 **DECLARATIONS OF INTEREST**

There were no declarations at the commencement of the meeting.

31/23 **MINUTES**

Resolved:

That the minutes of the meeting held on 18th September 2023 be approved and signed as a correct record.

Voting concerning the above decision was as follows:

Those voting for the motion	Those voting against	Those abstaining
Councillor M T Fitzpatrick		
Councillor A A Chaudhry		
Councillor D F Fletcher		
Councillor R Hawkins		
Councillor S Slater		
Councillor P Walker		

32/23 **URGENT BUSINESS**

There was no urgent business prior to the commencement of the meeting.

33/23 **FORWARD PLAN**

The Forward Plan from 1st November 2023 to 29th February 2024 was submitted for information.

NOTED.

34/23

RISK MANAGEMENT POLICY

The report of the Interim Chief Financial Officer on the updated Risk Management Policy which would supersede the existing Risk Management Strategy was considered.

The following appendices had been circulated with the report:

- Appendix 1: Draft Risk Management Policy 2023;
- Appendix 2: Revised Methodology applied to Corporate and Strategic Risks June 2023;
- Appendix 3: Revised Operational Risk Template.

Cabinet noted that the policy included at Appendix 1 detailed nine main sections which were as follows: Section 1 – Purpose & Vision; Section 2 - Mission and Objectives; Section 3 – Identification and Categorisation of Risks; Section 4 – Quantification of Risks and Risk Matrix; Section 5 – Awareness and Financing; Section 6 – Reporting & Governance; Section 7– Responsibilities; Section 8 – Key Outcomes and Benefits; Appendices – Risk Analysis – Template Risk Registers and that the refreshed policy would still utilise the previous approach to quantification of risks but had introduced a revised categorisation.

The reasons for making the decision below were set out in the report.

Resolved:

That the new Risk Management Policy be approved.

Those voting for the motion	Those voting against	Those abstaining
Councillor M T Fitzpatrick		
Councillor A A Chaudhry		
Councillor D F Fletcher		
Councillor R Hawkins		
Councillor S Slater		
Councillor P Walker		

35/23

COMMUNICATIONS, CONSULTATION AND ENGAGEMENT STRATEGY UPDATE 2023

The report of the Head of Environment and Corporate Services on the refreshed Communication, Engagement and Consultation Strategy was considered.

The following appendices had been circulated with the report:

- Appendix 1: Beyond Communications: A Strategy for communication, engagement and consultation;
- Appendix 2: EHIA;
- Appendix 3: Previous Strategy Targets Delivered.

Cabinet noted that the strategy set a framework for Council communications both internally and externally, and gave direction to all media, online, internal, marketing, publications and public relations communications activity undertaken on behalf of the authority. The four themes of the revised strategy included: Understanding our Audience and Sense of Place (AP); Communicating Effectively (CE); Engagement and Consultation (EC); Measuring Success (MS).

The reasons for making the decision below were set out in the report.

Resolved:

That the refreshed Communications, Engagement and Consultation Strategy as detailed in Appendix 1 of the report be adopted.

Voting concerning the above decision was as follows:

Those voting for the motion	Those voting against	Those abstaining
Councillor M T Fitzpatrick		
Councillor A A Chaudhry		
Councillor D F Fletcher		
Councillor R Hawkins		
Councillor S Slater		
Councillor P Walker		

36/23

LOCAL GOVERNMENT AND SOCIAL CARE OMBUDSMAN ANNUAL REVIEW LETTER 2023

The report of the Head of Corporate and Environment Services on the contents of the Annual Review Letter showing complaints and compliments about East Staffordshire Borough Council, including those dealt with by the Local Government and Social Care Ombudsman (LGO) for the year ended 31st March 2023 was considered.

The following appendices had been circulated with the report:

- Appendix 1: Annual Review Letter 2022/23
- Appendix 2: ESBC Complaints and Enquiries 2022/23
- Appendix 3: LG Inform Benchmarking against CIPFA Group

Cabinet noted that of the 5 complaints and enquiries received by the LGO relating to the Council: 2 were categorised as “Planning & Development”; 1 “Housing”; 1 “Benefits & Tax” and 1 “Environmental Services & Public Protection & Regulation” and of the 5 decisions made by the LGO, 3 were closed after initial enquiries; 1 was incomplete and 1 was referred back for local resolution. A total of 59 formal complaints were received by the Council during the 2022/3 financial year, which was an increase from the 34 complaints received in the previous financial year. The vast majority of formal complaints were resolved at Stage 1 of the procedure. Cabinet noted the service improvements and compliments received during the year.

Resolved:

That the Local Government Ombudsman Annual Review Letter 2023 be received and noted.

Voting concerning the above decision was as follows:

Those voting for the motion	Those voting against	Those abstaining
Councillor M T Fitzpatrick		
Councillor A A Chaudhry		
Councillor D F Fletcher		
Councillor R Hawkins		
Councillor S Slater		
Councillor P Walker		

37/23

TOURISM STRATEGIC DELIVERY FRAMEWORK

The report of the Head of Regeneration and Development on the strategic framework for the delivery of tourism in East Staffordshire was considered. Appendix 1: Tourism Strategic Delivery Framework had been circulated with the report.

Cabinet noted that the new framework would give much greater emphasis on the strategic planning and delivery of tourism in East Staffordshire to ensure it would meet the council's key priorities, whilst an 'eyes out' approach would ensure alignment with strategies from key delivery partners including The National Forest, Destination Staffordshire and We Are Staffordshire, recognising that many organisations had similar aspirations, both locally and regionally which impact of the visitor economy in East Staffordshire.

The reasons for making the decision below were set out in the report.

Resolved:

- 1) That the contents of the report be approved;
- 2) That Officers continue to work on the development of tourism in East Staffordshire as listed in the four delivery pillars.

Voting concerning the above decision was as follows:

Those voting for the motion	Those voting against	Those abstaining
Councillor M T Fitzpatrick		
Councillor A A Chaudhry		
Councillor D F Fletcher		
Councillor R Hawkins		
Councillor S Slater		
Councillor P Walker		

38/23

EXCLUSION OF THE PRESS AND PUBLIC

Resolved:

That, in accordance with Section 100(A)(4) of the Local Government Act, 1972 the press and public be excluded from the remainder of the Meeting as it was likely, in view of the nature of the business to be transacted or the nature

of the proceedings, that there would be disclosed exempt information as defined in the paragraph of Part 1 of Schedule 12A of the Act.

