

# **POLICY AND RESOURCES COMMITTEE**

Wednesday, 17 July 2024

Present:

Councillor P Stuart (Chair)

Councillors	J Robinson	I Lewis
	JE Green	S Mountney
	P Gilchrist	L Rennie
	EA Grey	H Gorman
	T Jones	J Bird
	S Bennett (In Place of Cllr A Davies)	S Foulkes (In Place of Cllr J McManus)
	G Jenkinson (In Place of Cllr P Cleary)	B Kenny (In Place of S Powell-Wilde)

## **1 WELCOME AND INTRODUCTION**

The Chair welcomed everyone to the meeting as well as those watching the webcast.

## **2 APOLOGIES**

Apologies for absence were received by Councillors Sue Powell-Wilde, Pat Cleary, Julie McManus and Angie Davies.

Councillors Brian Kenny, Gail Jenkinson, Steve Foulkes and Steve Bennett were in attendance at substitutes.

## **3 MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST**

Members are asked to consider whether they have any disclosable pecuniary interests and/or any other relevant interest in connection with any item(s) on this agenda and, if so, to declare them and state the nature of the interest.

Councillor Gail Jenkinson declared a personal non-prejudicial interest in relation to Agenda Item 8 - Changing The Council Tax Reduction Scheme For Working Age Applicants With Effect From 1st April 2025.

Councillors Lesley Rennie and Brian Kenny declared personal interests as Members of Merseyside Fire and Rescue Authority in relation to paragraph 5.6 of Agenda Item 8 - Changing The Council Tax Reduction Scheme For Working Age Applicants With Effect From 1st April 2025.

## 4 MINUTES

**Resolved – That the minutes of the meeting held on 20 March 2024 be approved as an accurate record.**

## 5 PUBLIC AND MEMBER QUESTIONS

### 5.1 Public Questions

The Chair reported that 3 public questions had been received in advance of the meeting.

Michelle Peters asked a question relating to the Mayer buildings in Bebington. Ms Peters asked if the Mayer Hall and 65 The Village could be considered for a Community Asset Transfer and for an evaluation of the buildings as potential tourist facilities.

In response, the Chair reported that the Joseph Mayer Community Partnership was in the process of submitting a business plan for Mayer Hall and 65 The Village and that a deadline for receipt had been set for 9 August 2024. The Council would then then consider this matter further.

The Monitoring Officer read a question on behalf of the Sian Peters. Ms Peters highlighted the Council's Community Asset Transfer Policy which stated that assessment of CAT applications would consider the physical condition of the building, the availability of other suitable premises from which the proposed activities could take place, and support required from the Council to enable the transfer to proceed and the value for money offered by the proposal. In light of this, Ms Peters asked why it was important to hand over a building that was in good condition when the council does not have the funds to spend on it?

In response, the Chair reported that the Council must consider the condition of any asset to ensure that there are no major issues (for example health and safety or structural issues) which would impact on any transfer also that conditions were compliant with current legislation.

The Monitoring Officer read out a question on behalf of John Brace in relation to Agenda Item 7 – Council's Enforcement Policy. Mr Brace asked following previous issues with outsourcing enforcement of litter and dog fouling for example, what lessons had been learnt about outsourcing these functions (or related functions to enforcement) and whether agreement of the agenda item indicated the Council had plans to do this in the near future?

In response, the Chair reported that The Council intended to commission and establish a pilot environmental enforcement operation with a third party later this year, following the approval of the revised Enforcement Policy. The pilot

operation would be overseen, without prejudice, by a review panel. The panel would subsequently make recommendations for future enforcement provision following the conclusion of the pilot operation.

## **5.2 Statements and Petitions**

The Chair reported that 2 requests to make statements had been received relating to agenda item 6 – Brackenwood Golf Course.

Keith Marsh, Secretary of Brackenwood Golf Course, made a statement outlining the impact of Brackenwood Golf Course's community asset transfer process and on its members. Mr Marsh, referencing the 27 July 2023 P&R meeting, praised committee members for standing with the golf course despite alternative officer recommendations. Mr Marsh outlined the devastation felt when the group they had worked hard with pulled out of the community asset transfer process for Brackenwood. Despite this, Brackenwood now had another group with the same vision and determination alongside being an experienced operator to secure the long-term future of the golf course. Mr Marsh asked Councillors to have faith and foresight to support the group in ensuring Brackenwood golf course remained open under the already agreed heads of terms that everyone had worked so hard for.

Robin Clarke, Treasurer of Brackenwood, Golf Club made a statement outlining his disappointed that councillors were being asked to retain the golf for the intention of building sports pitches and biodiversity net gain when it had already been rejected several times. Mr Clarke referenced several past comments from councillors regarding the importance of Brackenwood golf course to the community, its importance to residents and the praise offered to the group during the CAT process. Mr Clarke emphasised that the new operator was committed to delivering on the previously agreed heads of terms and asked that the CAT group be given the opportunity to demonstrate they were deserving of the confidence previously given to them.

## **5.3 Questions by Members**

No questions by Members had been received.

# **6 BRACKENWOOD GOLF COURSE**

The Assistant Director of Special Projects presented the report which sought a decision on the future use of the former Brackenwood Golf Course in Bebington. This was further to a decision by the Committee, on 27 July 2023, which has unanimously agreed a Heads of Terms document for the transfer of Brackenwood Golf Course to Brackenwood Community Golf Limited. The decision was brought back to Committee as this transfer was no longer progressing. The report outlined two alternative options which were

considered by Members in relation to this site following the decision of Brackenwood Community Golf Limited not to progress with the transfer. These were:

- (1) disposal of the asset; and
- (2) Community Asset Transfer.

Members discussed the options, including the legal aspects of the Community Asset Transfer process, and the implications on the Local Plan of not continuing with Community Asset Transfer and in impact on Council finances.

A motion was then put by Councillor Jo Bird and Seconded by Councillor Gail Jenkinson, it was proposed that,

*'the Council re-opens the Community Asset Transfer Process'.*

Following a further debate, Councillor Jean Robinson proposed a separate motion regarding the Community Asset Transfer for Brackenwood Golf Course. This was seconded by Councillor Jeff Green.

To consider the motion, the meeting adjourned at 6:40pm.

The meeting reconvened at 7:00pm.

The motion, proposed by Councillor Jo Bird, seconded by Councillor Gail Jenkinson was put and lost (12:3)

The alternative motion Councillor Jean Robinson, seconded by Councillor Jeff Green was then put to the vote and carried (14:0) (1 abstention)

**Resolved – that,**

- 1. The Community Asset Transfer Process for Brackenwood Golf Course not be reopened, but instead continue with the progression of the existing expression of interest from Link Golf UK Ltd. to allow Brackenwood Golf Club and Link Golf UK Ltd to submit a detailed business plan for the transfer of the asset, by 31 October 2024, for determination by officers and in consultation with the Chair and Party Spokespersons.**
- 2. This detailed business plan is to be submitted on the terms set out in the Heads of Terms document agreed between Brackenwood Community Golf Limited and the Council at the Policy and Resources Committee on 27 July 2023. This comprises of an 18-hole golf course, two full size playing pitches (11-a-side), two mini 5-a-side pitches, Bio-diversity Net Gain and community access.**

3. **The exceptional circumstances regarding the Community Asset Transfer of Brackenwood Golf Course to date be noted, and the Committee recognised that all steps contained in the Council agreed Community Asset Transfer Policy would not be adhered to in light of the agreed resolutions above, but that would not set a precedent for future Community Asset Transfers.**

## 7 COUNCIL'S ENFORCEMENT POLICY

The Director of Law and Corporate Services Presented the report which sought Member approval of the updated Wirral Council Enforcement Policy found in Appendix 1. The Council's current Enforcement Policy had last been amended in 2020 and therefore in line with governance and subsequent changes in legislation, an update was requested. The policy provided guidance to Members, officers, businesses, and the public, on the range of options that were available to achieve compliance with legislation enforced by the Council's various regulatory services.

The policy was designed to help officers; businesses and the public understand the Council's objectives and methods for achieving compliance and the criteria to be considered when deciding the appropriate response to a breach of legislation.

The changed policy included the clarification that the Council will take proportionate enforcement action to tackle environmental crime and legislation breaches. The revised Enforcement Policy provided the Council's regulatory and statutory services with a strategic framework and instrument to refer to. Each service was expected to use the Policy to establish plans, procedures, and resourcing to deliver the requirements of the Policy.

Members were informed that, although the Housing Standards enforcement actions shared similar principles of this overarching corporate policy, the Housing Standards Enforcement Policy statement was currently under comprehensive review and would be submitted at a future date, as a stand-alone Housing Standards Enforcement Policy document after consultation with both internal and external partners and landlords. The Housing Standards Enforcement Strategy Statement 2019 referred to in the report would then be superseded.

Members requested clarification that enforcement options would be mapped out and considered by Committee before the policy was formally put in place, and also requested details regarding the proposed panel. Officers advised that the outcomes of the panel and the pilot would be considered by the Environment, Climate Emergency and Transport Committee. Members also noted that an Enforcement Policy had been high on the list of priority actions following on from budget consultations.

**Resolved – that the updated Wirral Council Enforcement Policy attached as Appendix 1 of this report be approved.**

**8 CHANGING THE COUNCIL TAX REDUCTION SCHEME FOR WORKING AGE APPLICANTS WITH EFFECT FROM 1ST APRIL 2025**

The Head of Revenue and Benefits presented the report of the Director of Finance which updates the Committee on work undertaken and to request permission to undertake a consultation with both the public and the Major Precepting Authorities in respect of proposed changes to the Council's Council Tax Reduction Scheme with effect from 1st April 2025.

It was reported that year the Council was required to review its Council Tax Reduction Scheme in accordance with the requirements of the schedule 1A of the Local Government Finance Act 1992 and to either maintain the scheme or replace it.

Council Tax Reduction (CTR) was introduced from 1 April 2013 when it replaced the Central Government funded Council Tax Benefit regime. From its inception, the funding available to the Council from government had reduced year on year. As with the majority of authorities within England, the Council needed to make changes to the CTR scheme for working age applicants (the scheme for pension age applicants in prescribed by Central Government) in order to reduce the significant administrative burden placed on the Council by the introduction of Universal Credit. This report provided details of the proposed scheme which was to provide assistance to the most vulnerable and negate the negative administrative effects of the introduction of Universal Credit. The report requested permission to consult on these proposed changes as required by legislation.

Members noted approval of the consultation and queried the potential loss of financial support if the claimants earned additional income. Members were informed that any kind of simplified scheme could potentially lead to a 'cliff edge' in support, however this would be mitigated by the broadening of support bands and an income disregard which would not discourage residents from taking on extra hours of employment. It was noted that a simplified scheme would give clarity to residents who will be able to see the impact of the scheme on their finances. The proposed scheme should also reduce the number of times residents Council Tax support would be assessed based on minor income fluctuations.

Members also discussed maximisation of income. Members were advised that the Council would be working with Policy in Practice on this initiative. In addition, Members requested that an easy access version of the Consultation was made available and noted their gratitude to Officers in Revenues and Benefits for assisting residents with complex queries.

## **Resolved – That**

**1. the Council will consult with the public and Major Precepting Authorities on the introduction of a new income banded/grid scheme for working age applicants with effect from 1 April 2025 to:**

**a) reduce the administrative burden placed on the Council by the introduction of Universal Credit**

**b) to maintain the overall level of support for the lowest income families**

**c) to improve the level of Council Tax collection**

**2. The proposed scheme within this report will address the issues faced by the Revenues and Benefits Service in administering the current scheme.**

## **9 HEALTH AND SAFETY POLICY**

The Director of Law and Corporate Services presented the report which sought approval from Committee for the Council's Health and Safety Policy Statement. The Health and Safety at Work Act 1974 required employers of five or more people to have a written health and safety policy statement. It was reported that this should be specific to their business, setting out their general policy for protecting the health, safety and welfare of their employees, and others not in their employment, their organisation and arrangements for putting the policy into practice.

It was further reported that the Council's Health and Safety policy statement was also relevant to Local Authority Controlled and Voluntary Controlled schools where the Council was the employer (excluding academy schools). All organisations such as partners, contractors, voluntary, community and faith organisations who were working with the Council were expected to be aware of Wirral Council Health and Safety Policy and any management arrangements that may apply to their activities.

Members discussed previous Health and Safety Policies and were informed that this policy built on previous versions. The importance of embedding Health and Safety Policies within the Council's Culture was also noted. Disciplinary actions were also considered by Members, including possible criminal acts. Members were advised that The Health and Safety policy

concentrated on the relationship between employer and employee and any criminal actions would be prosecution by an outside body.

**Resolved – That**

- a) **the Health and Safety Policy 18 July 2024-26 Statement be approved;**
- b) **the addendum to the policy, set out in Appendix A be approved; and**
- c) **the ongoing work to identify and manage health and safety risks and improve health and safety practice across the Council be noted.**

10 **TOWN HALLS**

The Head of Asset Management presented the report of the Director of Regeneration and Place which informed Members that on 13 December 2023, the Policy and Resources Committee considered the status of Birkenhead and Wallasey Town Halls which agreed that feasibility work would be undertaken and following completion, a report would be brought to the Committee to present findings, options, and business cases in respect to their future uses. It was reported at this time that Wallasey Town Hall was to remain stood down whilst the work was undertaken and that the Council would continue to use Birkenhead Town Hall for the meetings of Council and Committees on a temporary basis.

It was reported, however, that position had changed since this decision had been taken, with Wallasey Town Hall being partially remobilised to facilitate more effective management of committee meetings. As a result, at the time of reporting, both buildings were partially being used to deliver Council services.

The report had been brought to Committee, to update on the continuing journey of the Council to rationalise property owned and operated by the Council. Members were presented with various options which included three broad alternative options that could be considered in relation to the Town Halls. Options included: to retain both Town Halls, release both Town Halls, or retain one Town Hall.

Members considered the wider health and safety access of Birkenhead Town Hall, the current security arrangements, as well as public transport and accessibility to Wallasey Town Hall. The cost of remobilising Wallasey Town Hall was also considered.

An amendment was then proposed by Councillor Jo Bird, seconded by Councillor Harry Gorman which proposed that in addition (in bold text) to part three of the recommendations, requesting that,



*(3) approve that a workshop of this Committee be convened to inform future options for Wallasey and Birkenhead Town Halls and **Irvine and Mallory buildings** to review work to date and understand the implications of next steps as set out in paragraph 3.20 **including for Civic and Democratic functions.***

The amendment was then put and lost (3:12)

The substantive motion was then put to the vote and carried.

**It was, resolved (14:00) (1 Abstention) – That:**

- 1. the update as set out within this report, including the costs of both buildings, whether or not they are occupied and the continuing journey of the council to rationalise property owned and operated by the Council be noted;**
- 2. the relocation of democratic uses from Birkenhead Town Hall to Wallasey Town Hall and the temporary relocation of Licencing into Wallasey Town Hall from Solar Campus be noted;**
- 3. a workshop of this Committee be convened to inform future options for Wallasey and Birkenhead Town Halls and review work to date and understand the implications of next steps as set out in paragraph 3.20; and**
- 4. following a member workshop a further report will be brought back for consideration to this committee.**

11 **2023-24 BUDGET MONITORING FOR QUARTER FOUR (THE PERIOD TO 31 MAR), 2023-24 OUTTURN**

The Director of Finance presented the report which provided Members with a summary of the year-end revenue position for the 2023/24 financial year as at the end of March 2024. The report contained an overview of budget performance, including progress on the delivery of the 2023/24 saving programme and a summary of reserves and balances, to enable the Committee to take ownership of the budgets and provide robust challenge and scrutiny to Officers on the performance of those budgets. The year-end revenue outturn for 2023/24, represented an adverse variance against directorate revenue budgets of £10.704m, which was a £2.734m deterioration from the quarter 3 forecast, largely due to activity within the Neighbourhood Services, Adults and Children's Directorates. It was reported that the adverse position could be offset by utilising the contingency budget, savings from reduced energy costs and funding in year transformational activity costs from capital receipts.

Members discussed the inclusion of debt write off within reports and also queried when locum posts would be filled permanently, especially legal posts. Members were advised that this was a continuing issue for the sector, noting three recruitment campaigns which were not fully successful. Legal officers were working with HR colleagues to review the recruitment process.

**Resolved – That**

- 1. the draft, unaudited 2023/24 outturn adverse Directorate variance of £10.704m, offset by utilising the contingency budget, savings from reduced energy costs and use of flexible use of capital receipts be noted;**
- 2. the progress on delivery of the 2023/24 savings programme be noted;**
- 3. the transfer to and use of earmarked reserves, as detailed in Appendix 2, be agreed; and**
- 4. the debts in excess of £10,000, included within Appendix 3, be approved for write off against the Provision for Bad Debts.**

**12 CAPITAL OUTTURN REPORT 2023-24**

The Director of Finance presented the report, which detailed the Capital Outturn for 2023/24 and the resources used to fund the Programme. It recommended that Committee agreed the virements of budget identified since the Capital Programme was formally agreed on 26th February 2024.

**Resolved – That**

- 1. the financing of the Programme for 2023/24 be noted.**
- 2. the additional year-end net re-profiling of £24.9m from 2023/24 to 2024/25 be noted.**
- 3. the changes to the outturn attributable to movement in the Programme that occurred after the previous monitoring report to P&R on 26 February 2024 be noted.**
- 4. the funding of capital expenditure in 2023/24 including the use of £38.4m Grants and Contributions, £5.4m capital receipts and £34.3m of borrowing be noted.**
- 5. that council be recommended to approve the virements of budget referred to in Appendix 6 of this report.**

### 13 **TREASURY MANAGEMENT OUTTURN REPORT 2023/24**

The Director of Finance presented the report which provided the Treasury Management Outturn update. Members were informed that the Council's treasury management activity was underpinned by CIPFA's Code of Practice on Treasury Management ("the Code"). The Code required the production of an annual Treasury Management Strategy Statement on likely financing and investment activity. The Code also recommended that Members were informed of treasury management activities at least twice a year. The report fulfilled the Council's legal obligation under the Local Government Act 2003 to have regard to both the CIPFA Code and the Department for Levelling Up, Housing and Communities (DLUHC) Investment Guidance. Treasury Management incurred a slight overspend of £9k in the 2023/24 financial year on net treasury activities.

It was reported that higher debt management costs were largely offset by an increase in investment returns. This position was incorporated into the Revenue Outturn report. The level of Capital Financing debt held on the balance sheet, including the Merseyside Residuary Body debt managed by the Council on behalf of the constituent authorities, was £215 million at 31 March 2024.

It was noted that this was an increase of £51 million since 31 March 2023. At 31 March 2024, the Council also held £94 million of temporary loans from other Local Authorities, compared to £121 million at 31 March 2023. During 2023/24, a proportion of short-term borrowing was converted to fixed term borrowing throughout the year to achieve certainty of cost. The Council had complied with the Treasury Management Indicators as set out in the agreed Treasury Management Strategy for 2023/24.

**Resolved – that the Treasury Management Outturn Report for 2023/24 be noted.**

### 14 **BUDGET MONITORING AND BUDGET SETTING PROCESS**

The Director of Finance presented the report which set out how the 2024/25 budget would be monitored through the Committee system, which would facilitate the Policy and Services Committees (the Committees) to take ownership of their specific budgets and present appropriate challenge and scrutiny of Officers on the management and performance of those budgets.

The concurrent activity of budget setting for 2025/26, and how this would be approached, was also set out in the report, including:

- revisions to the approved Medium Term Financial Plan (MTFP) – the formulation of savings proposals and presentation of pressure/growth items.
- The application of the Medium-Term Financial Strategy (MTFS) principles that underpin the budget process and decision-making, with links to the Council Plan.
- How savings plans were to be configured.
- Considerations of requisite consultation exercises.
- The role of the Finance Sub Working Group

Members discussed oversight of the change programme and possible increases in Council Tax. Assurance was provided that all options would be given to Members to inform decision making during budget setting.

**Resolved – That,**

- 1. the process for in-year monitoring of the 2024/25 budget be noted.**
- 2. the proposed approach to 2025/26 budget setting and the key assumptions that will be used be noted.**

15 **2024/25 BUDGET MONITORING FOR QUARTER ONE (THE PERIOD TO 30 JUN 2024)**

Due to a prejudicial interest, Councillor Paul Stuart chose to leave the room for the duration of the agenda item. Councillor Jean Robinson took the seat as Chair.

The Director of Finance presented the report which set out the financial monitoring information for the Council as at Quarter 1 (30 June) of 2024/25.

The report provided Members with an overview of budget performance, including progress on the delivery of the 2024/25 saving programme and a summary of reserves and balances, and enabled the Committee to take ownership of the budgets and provide robust challenge and scrutiny to Officers and where appropriate, Committees on the performance of those budgets.

At the end of Quarter 1, it was reported that there was a forecast adverse position of £12.493m on Directorate spend. This position was based on activity to date, projected trends in income and expenditure and changes to Council funding.

It was further reported that this was a serious financial position for the Council that needed to be significantly mitigated in-year through all available measures to reduce expenditure and generate cost savings.

The source of the overspend reflected the outturn position from 2023/24 for which an action plan had been developed and implemented. This was designed to address the main issues generating the adverse position and progress will be reported on this in all future reports and to the relevant committees. It was noted, however, that the majority of the overspend was a consequence of increased demand and costs for social care services and would not be easily resolved. Whilst the overall position could currently largely be managed in-year by utilising the contingency budgets, applying flexible use of capital receipts to fund transformational revenue spend, and re-provisioning of earmarked reserves, it was not a sustainable position going forward and would adversely impact budget planning for 2025/26.

Members queried the cost of local residential care and SEND support, especially for Care Leavers. It was noted that this would be answered by the Director of Children's Services at the Children, Families and Education Committee, where the overspend would be addressed.

#### **Resolved – That**

- 1. the Directorate forecast adverse position of £12.493m presented at Quarter 1, managed by utilising contingency budgets, Flexible Use of Capital Receipts (FUCR) and re-provision of earmarked reserves, be noted;**
- 2. the progress on delivery of the 2024/25 savings programme at Quarter 1 be noted;**
- 3. the forecast level of reserves and balances at Quarter 1 be noted**
- 4. the forecast release of the Wirral Growth Company (WGC) earmarked reserve to fund the regeneration works, as detailed in paragraph 3.23 of the report, be noted; and**
- 5. the budget virements due to administrative changes in the allocation of Service budgets between directorates, as detailed in paragraph 3.35, be noted.**

16

#### **CAPITAL MONITORING QUARTER 1 2024/25**

The Director of Finance provided a report which updated on the progress of the Capital Programme 2024/25 at the end of June 2024. The report recommended that Committee agreed the revised 2024/25 Capital Programme of £100.996 million which took account of re-profiling, virements, additional funding requirements and grant variations identified since the Capital Programme was formally agreed on 26th February 2024.

Members queried the revenue costs of Regeneration salaries and were informed that this would be approximately £130k a year.

**Resolved – That Council be recommended to approve:**

**1. the revised Capital Programme of £100.996 million for 2024/25, including the virements of budget referred to in Appendix 3 of this report.**

**2. additional funding for Capitalisation of Regeneration Salaries, to be funded by new borrowing, as referred to in section 3.7 in this report.**

**17 APPOINTMENT OF SUB-COMMITTEES AND WORKING PARTIES 2024/25**

The Director of Law and Corporate Services presented the report which enabled the Policy and Resources Committee, in accordance with the relevant statutory provisions and the terms of the Constitution, to appoint Members to the three Sub-Committees of the Policy and Resources Committee for 2024/2025, these were the Senior Officer Appointments and Staffing Sub-Committee, the Finance Sub-Committee and the Shareholder Board. The report also gave consideration to the proposal to appoint a cross-party group of Members to conduct a policy development review in accordance with the approach outlined at appendix 1 of the report.

**Resolved – That:**

**(a) the Senior Officer Appointments and Staffing Sub-Committee be appointed for 2024-25 with the terms of reference as referred to in paragraph 3.1 of this report and will consist of:**

- (i) the Leader (Chair of Policy & Resources Committee), or in their absence the Deputy Leader (Vice-Chair), who shall chair the Sub-Committee;**
- (ii) a member from each of the other Political Groups represented on the Policy & Resources Committee; and**
- (iii) (the Chair, or in their absence the Vice-Chair, of the Policy & Services Committee with terms of reference most closely associated with the post concerned (or if that committee concerned is deemed to be the Policy & Resources Committee then the Deputy Leader (Vice-Chair)).**

**(b) Members be appointed to serve on the Senior Officer Appointments and Staffing Sub-Committee in 2024-25, including the appointment of the Chair and named deputies.**

**(2)**

**(a) the Finance Sub-Committee be appointed for 2024-25 with the terms of reference identified with 5 or more members of the Policy and Resources Committee.**

**(b) Members be appointed to serve on the Finance Sub-Committee in 2024-25, including the appointment of the Chair and named deputies.**

**(3)**

**(a) that the Shareholder Board be appointed for 2024-25 with the terms of reference identified with 3 to 5 members of the Policy and Resources Committee.**

**(b) Members be appointed to serve on the Shareholder Board in 2024-25, including the appointment of named deputies.**

**(4) the Monitoring Officer be authorised as Proper Officer to carry out the wishes of the Group Leaders in allocating Members to membership and substitute membership of those sub-committees, listed in recommendations (1) to (4) above and to appoint those Members with effect from the date at which the Proper Officer is advised of the names of such Members.**

**(5) A cross-party group of Members be appointed to conduct a policy development review in accordance with the approach outlined at appendix 1 of the report**

## 18 **WORK PROGRAMME REPORT**

The Chair presented the report, and informed Members that the Committee was responsible for proposing and delivering an annual committee work programme. It was reported that the work programme should align with the corporate priorities of the Council, in particular the delivery of the key decisions which are within the remit of the Committee. It was envisaged that the work programme would be formed from a combination of key decisions, standing items and requested officer reports. The report provided the Committee with an opportunity to plan and regularly review its work across the municipal year. The work programme for the Policy and Resources Committee was attached as Appendix 1 to the report

Members noted several typos on the Work Programme which they asked to be amended and queried if the corporate risk had been updated since the recent resignation of the Director of Regeneration and Place. Members were assured that this was being addressed and Members would be kept informed.

**Resolved - That the Policy and Resources Committee work programme for the 2024/25 municipal year be noted and corrected.**