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District Council House, Frog Lane
Lichfield, Staffordshire WS13 6YU

Customer Services 01543 308000

Monday, 11 July 2022

Dear Sir/Madam

OVERVIEW & SCRUTINY COMMITTEE

A meeting of the Overview & Scrutiny Committee has been arranged to take place **TUESDAY, 19TH JULY, 2022 at 6.00 PM IN THE** District Council House, Lichfield to consider the following business.

Access to the is via the Members' Entrance.

The meeting will be live streamed on the Council's [YouTube channel](#)

Yours faithfully

A handwritten signature in black ink, appearing to read 'Christie Tims'.

Christie Tims
Chief Operating Officer

To: Members of Overview & Scrutiny Committee

Councillors M Wilcox (Chair), Norman (Vice-Chair), Cross, Eagland, Evans, Grange, Gwilt, Leytham, Ho, A Little, Robertson, Silvester-Hall, Mrs Tranter and A Yeates



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AGENDA

1. Apologies for Absence
2. Declarations of Interests
3. Minutes of the Previous Meeting 3 - 6
4. **Health Matters** 7 - 10

To receive updates of the work of the County Council's Health and Care Overview & Scrutiny Committee, feedback issues via our representative on that Committee (Cllr M. Wilcox) and consider any health related matters devolved to us by that Committee. The work programme is attached to aid Members.
5. Burntwood Town Deal Update Verbal Report
6. **Proposal for a Youth Council** 11 - 18

A first draft Cabinet report is attached to aid discussion and input from Overview & Scrutiny.
7. Community Power Strategy Proposal for Area Panels Verbal Report
8. Work Programme 19 - 20



OVERVIEW & SCRUTINY COMMITTEE

15 JUNE 2022

PRESENT:

Councillors M Wilcox (Chair), Norman (Vice-Chair), Cross, Eagland, Evans, Ho, A Little, Robertson, Mrs Tranter and A Yeates

(In accordance with Council Procedure Rule No.17 Councillors Cox, Eadie, Pullen and Strachan attended the meeting).

1 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Grange, Leytham and Silvester-Hall. A tribute and thanks was made to Councillor Leytham for his 12 months service as previous Chair of the Overview & Scrutiny Committee.

2 DECLARATIONS OF INTERESTS

There were no declarations of interests.

3 MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting were agreed as a correct record.

4 TERMS OF REFERENCE

The Committee received the Terms of Reference to remind all members of the purpose of this committee and to ensure everyone understood the remit. The only comment was to ensure the Task Group notes reported back to this Overview & Scrutiny Committee who would then discuss/debate and report back as a group whether to take those actions forward.

5 HEALTH MATTERS

The Chair explained that he had attended the first Staffordshire County Council's Health & Care Overview and Scrutiny committee meeting in June and as a number of concerns had been received around the maternity facilities at The Samuel Johnson Hospital in Lichfield not being used whilst certain parts of the facilities at Burton Hospital were under redevelopment, he had raised this as an issue for the Lichfield residents. As a result, the item is back on the agenda for the August meeting for a full report to be provided as to what are the issues and what is the likelihood of it coming back in to use. Concerns had been expressed that it is only a midwife-led unit but it was agreed that as long as there were straight forward births this facility was valuable – it would mean less distance to have to travel whilst in labour and the facility was purpose built with two birthing pools and had not been used to the extent it should have been. "Transformation" was queried and the chair agreed to find out more and report back.

Also, in respect of the George Bryan Centre the word "transformation" was used and members were concerned about the lack of mental health provisions in this area. It was noted that the meeting had been rescheduled from 30 May again and members wanted their concerns about

the lack of mental health provisions noted; especially in schools. CAMS were in schools but not as effective as it should be and a lot of children particularly since the pandemic were suffering and this issue had to be revisited. It was agreed that there was a drive at the moment for education providers to increase the amount of mental health first aiders but it had been noted that there were a lot of mental health first aid courses being offered which did not meet the appropriate training gold star and this was a fear. The chair agreed to query why this item had not been rescheduled.

The Work programme 2022/23 was considered and it was noted that the role of the community hospitals was under consideration for 2021/22, what transformation is happening with regards to these, are they going to be looking at community hubs, can further information be attained? The Women's Health Strategy was also noted for 2022/23 and it was asked if this would include the menopausal issues which needed to be looked at very carefully now.

RESOLVED:- That the information given be noted.

6 CORPORATE PEER CHALLENGE SIX MONTH REVIEW

The Committee received a verbal report on the corporate peer challenge six month review where a stocktake had taken place following the Corporate Peer Challenge which took place in November 2021. Assessments and interviews had taken place and they had looked at how we had progressed the plan and an Action Plan summary with tracking was discussed. In summary, the report was very complimentary and comforting with only a couple of actions to work on throughout the rest of the year. The Leadership had been complimented having applied a programme management approach and the set-up of the BABC programme.

- The 9 recommendations in the plan were revisited and it was noted that there was only one outstanding item which related to the project management alignment. It had been recognised that we had a couple of ways we run projects and these needed to be standardised. This is currently being worked on and training on the use of programme management skills is envisaged for September.
- The SPI (social progress index) data sets were discussed again which would look at wellbeing/educational data district wide and be able to compare data ward to ward which would be a foundation stone for the next strategic plan. Concern was raised as to the understanding of this data and it was requested that a form that is more understandable be used in future. It was confirmed that member training would be offered in order to achieve the understanding of this data and how to and not to use this data.
- Sufficient capacity for the Being A Better Council programme was discussed again and as two new Assistant Directors would be in post in August it was envisaged this would significantly increase capacity and give a robust platform to deliver the programme. Some roles would be consolidated and a number of roles would be exited from the establishment but all changes were hoped to be implemented by the end of September. The Chief Executive was asked to return at this time to provide an update and this was agreed.

RESOLVED:- The Committee received a report and Action Plan on the corporate peer challenge six month review.

7 COUNCILLOR COMMUNITY FUND

The Committee received a report on the Councillor Local Community Fund detailing the scheme after its first year, a summary of a survey undertaken which highlighted the key issues, future actions and key benefits and outcomes. The Task Group meeting notes were also considered. The key issues and comments were highlighted as:-

- Delays in some administration at Community Foundation meaning list of balances not always up to date;
- Councillors not clear that if they are trustees and have non-pecuniary interests they should seek officer advice and/or cabinet member's approval;
- Some organisations should be precluded i.e. parish councils/public funded bodies;
- Reporting mechanism to ensure no Councillor goes over maximum fund amount; possible warning in red.
- IT issues – emails going in to junk folder;
- The system is limited to 6 Councillors, is there not potential to open it up to more?
- Could we do a sample?

Discussions took place about the underspend which was currently at £933.72 and donations to We Love Lichfield was discussed, as well as leaving it in the LDC pot. However, it was agreed to look at the total underspend at the end of the two year pilot scheme and evaluate it again. It was agreed that the first year had gone well, and all officers involved were congratulated and the Community Foundation as it showed that a small amount of funding can make a difference to very local activities and groups can add to funding already raised locally.

RESOLVED:-

- (1) That Cabinet agree to continuing the pilot Councillor Local Community Grant Scheme for a second year;
- (2) That Cabinet agree to delegate authority to the Cabinet member for Community Engagement and the Head of Regulatory Services, Housing and Wellbeing to make any minor changes to the pilot scheme if improvements are identified in particular a request that the Community Foundation should not authorise any overspends by any member irrespective of the amount;
- (3) Members be encouraged to use the scheme;
- (4) Training session/briefing paper be prepared for councillors relating to declarations of interests.

8 ECONOMIC PROSPERITY STRATEGY, ACTION PLAN

The committee received a Report on Economic Prosperity Strategy and Action Plan and were asked for comments. The Action Plan covers a 12 month period to align timescale wise with the Council's future Strategic Plan and Appendix 1 details the action plan's interventions, Appendix 2 the key economic data on Lichfield District's economy and Appendix 3 provided the findings of local businesses on economic impact and the committee commented on the following key areas:-

- LDC chooses to take this strategy it is not a statutory responsibility and so no input from any other parish to date but we would like to work with any parishes.
- Lichfield BID was discussed as they would be looking to rebalot this year and if it comes back it would assist; if it did not LDC would need to look at it and listen to businesses to get their views on board.
- Do we need to look at light manufacturing industry?
- The word wage doesn't appear once in the documents – can we encourage businesses locally that there is immense value in the workforce? Can we add in how there are ways businesses interact with employees?
- Can we offer incentives for new businesses; try and encourage council premises perhaps?

- Very ambitious plan; access to finance – using finance we have to make sure we can signpost new businesses; critical to prosperity of district.
- Need more of a specific target to capture if Visit Lichfield website is successful – cannot just measure clicks on website. Need to work with partners to capture more real information – perhaps itinerary/package discount code.
- Lichfield time travellers – excellent innovation – could be positive – would like to see this extended as will appeal to younger demographics – videos – diversity of Lichfield history – work with partners to extend outside of city centre?

RESOLVED:-

- (1) That the Committee notes the content of the action plan and the above observations were made;
- (2) That the committee monitors and evaluates the progress of activities against the action plan.

9 WORK PROGRAMME AND FORWARD PLAN

The work programme and forward plan were considered by the Committee. Going forward it was agreed to hold a pre-scrutiny meeting once the papers had been published a week or so before the O&S committee meeting – informally on zoom only – this meeting would go through the agenda items and give an opportunity to ask for any additional information in advance of the committee meeting.

It was also agreed to hold an additional Budget December meeting to start looking to help the portfolio holder and see if there are any different areas to explore.

Additional items for Work Programme 2022-23:-

Local Council Tax Support scheme – (Sept or Nov meeting)
 Action Plan – Planning Service
 Procurement (2023 meeting)
 Dual Waste Recycling Review – await 3 months for data – need to encourage recycling
 Biodiversity – ask Climate Change Task Group – end of civic year

10 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That, as publicity would be prejudicial to public interest by reason of the confidential nature of the business to be transacted, the public and press be excluded from the meeting for the following items of business, which would involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972

IN PRIVATE

11 NOTES FROM TASK GROUPS

The Committee received the notes from the last Lichfield City Masterplan Task Group. This item was held in private as it included confidential information.

RESOLVED:- That the notes be received.

(The Meeting closed at 8.30 pm)
 CHAIR

Health and Care Overview and Scrutiny Committee 11 July 2022

Work Programme 2022/23

This document sets out the work programme for the Health and Care Overview and Scrutiny Committee for 2022/23.

The Health and Care Overview and Scrutiny Committee is responsible for:

- Scrutiny of matters relating to the planning, provision and operation of health services in the Authority's area, including public health, in accordance with regulations made under the Health and Social Care Act 2001 and subsequent guidance.
- Scrutiny of the Council's work to achieve its priorities that Staffordshire is a place where people live longer, healthier and fulfilling lives and In Staffordshire's communities people are able to live independent and safe lives, supported where this is required (adults).

Link to Council's Strategic Plan Outcomes and Priorities

- Inspire healthy, independent living
- Support more families and children to look after themselves, stay safe and well

We review our work programme at every meeting. Our focus in scrutiny is on tangible outcomes for the residents of Staffordshire, to use the data provided and members experience to debate and question the evidence, to provide assurance in what is being done and reassurance that matters within the health and care system are moving in the right direction. Scrutiny of an issue may result in recommendations for NHS organisations in the county, the County Council and for other organisations.

Councillor Jeremy Pert **Chairman of the Health and Care Overview and Scrutiny Committee**

If you would like to know more about our work programme, please contact Deborah.breedon@staffordshire.gov.uk

In Staffordshire, the arrangements for health scrutiny have been set up to include the county's eight District and Borough Councils. The Health and Care Overview and Scrutiny Committee is made up of elected County Councillors and one Councillor from each District or Borough Council. In turn, one County Councillor from the Committee sits on each District or Borough Council overview and scrutiny committee dealing with health scrutiny. This Committee concentrates on scrutinising health matters that concern the whole or large parts of the county. The District and Borough Council committees focus on scrutinising health matters of local concern within their area.

Health and Care Overview and Scrutiny Committee Work Programme 2022-23

Date	Topic	Background/Outcomes		
Committee Meetings, Reviews and Consultations				
		Background	Basis	Outcomes from Meeting
Monday 30 May 2022 at 10.00 am Scheduled	<ul style="list-style-type: none"> Elective Recovery Changes to the Healthy Communities Service from April 2023. Work programme 2022-23 		Risk & Performance Public Health Planning	Considered plans to address backlog & requested further information Noted the increased focus on priority services & outcomes, change to eligibility criteria, impact in communities and early prevention. Planning and prioritisation of work programme items
Tuesday 21 June 2pm	Healthier Communities day		Public Health	Workshop feedback and findings will form the evidence base for a report to committee.
Monday 11 July 2022 at 10.00 am Scheduled	<ul style="list-style-type: none"> ICS and ICB Update Primary Care Access update Maternity Transformation Health Watch Intro to HW year 1 priorities, focal investigations topics The Families Health & Wellbeing (0-19) service. (Pre-decision) 	ICS ICS ICS Healthwatch Pre-decision	Risk & Performance Risk & Public Concern Transformation Partnership Public Health	Peter Axon Lynn Millar Helen Slater Bas Tazim SoS HealthWatch Karen Coker H&C
Monday 1 August 2022 at 10.00 am Scheduled	<ul style="list-style-type: none"> ICS Transformation - George Bryan Feedback from the Healthier Communities Workshop 	ICS	Transformation Chairman	
Monday 19 September 2022 at 10.00 am Scheduled	<ul style="list-style-type: none"> Adult Social Care Reform Implementation Ockenden Report Care Home Update (31.01.2022) The future of Supported Living Services in Staffordshire Social Care Performance Public Health Dashboard ICS Performance WMAS QA performance update 	Pre-decision ICS Social Care Pre-decision	Social Care Risk & performance Social Care Performance Performance Performance Performance	Jo Cowcher Amanda Stringer.(Cabinet 19 September) https://www.donnaockenden.com/wp-content/uploads/2022/03/FINAL_INDEPENDENT_MATERNITY_REVIEW_OF_MATERNITY_SERVICES_REPORT.pdf Andrew Jepps Sarah Taylor (Cabinet in October) Dr Richard Harling Claire McIver ICS WMAS

Thursday 22 September 2022 at 1:30pm.	<ul style="list-style-type: none"> RWT Acute Trust QA performance update 	Joint with Wolverhampton Hybrid link available	Performance	joint scrutiny RWT Quality Account pre meet to consider lines of enquiry
Monday 17 October 2022 at 10.00 am Scheduled	<ul style="list-style-type: none"> Workforce Planning <ul style="list-style-type: none"> Health and Care Acute Trusts UHDB Acute Trust QA performance update 		Workforce Performance	
Monday 28 November 2022 at 10.00 am Scheduled	<ul style="list-style-type: none"> NSCHT performance update 		Performance	
Monday 30 January 2023 at 10.00 am Scheduled	<ul style="list-style-type: none"> MPFT performance update 		Performance	
Monday 20 March 2023 at 10.00 am Scheduled	<ul style="list-style-type: none"> 			

Coker

Work programme for 2022-23 - items		Background	Basis	Target Scheduling Date
To Be Scheduled	<ul style="list-style-type: none"> Impact of air pollution on health 	Work planning (7.6.2021)	Risk	
	<ul style="list-style-type: none"> Impact of Long COVID 		Risk	
	<ul style="list-style-type: none"> Obesity and Diabetes 	29/11/21	Public Health	
	<ul style="list-style-type: none"> Social prescribing 	29/11/21	Public Health	
	<ul style="list-style-type: none"> NHS estate – fit for twenty first century 	13/12/21	Planning, Policy & Processes	
	<ul style="list-style-type: none"> End of Life – compassionate communities 		Patient journey	
	<ul style="list-style-type: none"> Womens Health Strategy 	07.06.2021	Patient journey	
	<ul style="list-style-type: none"> Dental Health 	07.06.2021 30.05.2022	Risk and Performance	Childrens Dentstry – Keep Stoke Smiling (inc Staffs) Flouridisation/ orthodontic access , July 2022 transfer to ICS commissioning
	<ul style="list-style-type: none"> Innovation / technology 	30.05.2022		Staffordshire Universuty/ ICS – demonstration of technology
	<ul style="list-style-type: none"> Health Visitor Service 	30.05.2022		
	<ul style="list-style-type: none"> NHS Visual Impairment Service 	30.05.2022		
Mental Health session	<ul style="list-style-type: none"> Draft Mental Health Strategy PH outcomes and services (Children's) Mental Health Support in Schools 		Policy Public Health Partnership working	Jan Cartman -Frost Strategy delayed Natasha Moody / Karen Coker bring this at the same time as strategy and MHST Karen Coker/ MPFT/ NSCHT

Item	Focus	Suggested Items
The Role of Community Hospitals within the Wider Health Economy (CCGs, MPFT, D&BUHFT)	Transformation	
Going Digital in Health (CCGs)	Transformation	Requested at meeting on 16 March 2021 Part of transformation programme

Membership

Jeremy Pert Chairman)
Richard Cox (Vice-Chairman - Overview)
Ann Edgeller (Vice-Chairman – Scrutiny)

Jak Abrahams
Charlotte Atkins
Philip Atkins
Keith Flunder
Thomas Jay
Phil Hewitt

Jill Hood
Bernard Peters
Janice Silvester-Hall
Ian Wilkes

Borough/District Councillors

Jill Hood (Stafford)
Philippa Haden (Cannock Chase)
Patricia Ackroyd (East Staffordshire)
Michael Wilcox (Lichfield)
Ian Wilkes (Newcastle-under-Lyme)
Barbara Hughes (Staffordshire Moorlands)
Lin Hingley (South Staffordshire)
Rosemary Claymore (Tamworth)

Calendar of Committee Meetings

at County Buildings, Martin Street, Stafford. ST16 2LH
(at 10.00 am unless otherwise stated)

Monday 30 May 2022 at 10.00 am;
Tuesday 21 June 2022 at 14.00 am – Wider Determinants Workshop
Monday 11 July 2022 at 10.00 am;
Monday 1 August 2022 at 10.00 am;
Monday 19 September 2022 at 10.00 am;
Thursday 22 September 2022 at 3:30 Joint RWT with Wolverhampton Ccl
Monday 17 October 2022 at 10.00 am;
Monday 28 November 2022 at 10.00 am;
Monday 30 January 2023 at 10.00 am;
Tuesday 20 March 2023 at 10.00 am;

Work Group Meetings

Womens Health WG

Monday 13 June 2022 at 2.30pm

Lichfield District Youth Council – Policy Proposal



Leader of the Council

Date: _____
 Agenda Item: _____
 Contact Officer: Simon Fletcher
 Tel Number: 07812496837
 Email: Simon.fletcher@lichfielddc.gov.uk
 Key Decision? Yes
 Local Ward Full Council
 Members

CABINET

1. Executive Summary

- 1.1 At its meeting on March 8, 2022, Cabinet approved a new Community Power Strategy. The strategy outlines a vision to better understand, engage and involve our communities in what we do on the basis that, by improving how we engage our communities we can deliver services that matter to them, more effectively.
- 1.2 Our community power objectives stress that we want to ‘develop reciprocal relationships and combine institutional and community expertise’. This paper outlines a proposal to achieve the same objectives but with a traditionally ‘hard to reach’ part of our community, through a Lichfield District Youth Council.
- 1.3 We want to give young people a space and platform to discuss issues that matter to them - helping provide younger residents with a say over the places in which they live and the services they access and interact with.
- 1.4 A ‘Youth Council’ is a mechanism for achieving this, ensuring that policies and strategies consider their impact on young people and empower young people in their communities to feel part of the solution to local problems – supporting them to be active citizens and leaders of the future. A youth council would be a strong representative body and sounding board, to be consulted on decisions impacting young people in the district, as well as reporting up to Full Council on issues on an informal.

2. Recommendations

That Cabinet:

- 2.1 Approves the creation of a District Youth Council for Lichfield District, providing young people with representation and encouraging active citizenship.
- 2.2 Recommends to Council to approve a £60,000 increase in the Medium-Term Financial Strategy over the next three financial years to provide a budget for the District Youth Council, as set out in the financial implications section of this report.
- 2.3 Recommend to Youth Council that some of their budget is used to fund transport for those children that want to be involved but may not otherwise be able to access the opportunity due to personal/home circumstances.

3. Background

- 3.1 The ambition behind this proposal is to provide all young people in our district, regardless of background, with the opportunity to represent their school, peers and community. We hope to

empower students by providing them with the platform and resources required to build relationships with each other and tackle the issues that matter to them. This will benefit our local schools who will see their young people grow in confidence and become active citizens; developing skills such as debating – while also attending educational workshops and building relationships with other young people. In achieving this, we will fulfil our community power objectives and provide representation to a group that is commonly underrepresented politically.

- 3.2 A very practical benefit of having the Youth Council will be the ability for the council to sense check policies and strategies while they are being developed to understand the impact on this important part of our community.
- 3.3 Youth Councils are common across the country with numerous local authorities successfully supporting them in their area. Subject to Cabinet’s support, our aim is to pilot a Youth Council with two secondary schools, initially, and to develop from there to incorporate all senior schools in the district. We would like to launch the Youth Council by the start of the new academic year, in September 2022.
- 3.4 The Youth Council will be driven by the aspirations and aims of the young people that are elected to it. Officers will support the young people in the management of the council but will commit to not dictate what young people choose to discuss or cover at their meetings.
- 3.5 Subject to Cabinet supporting the proposal to create a Youth Council, officers will seek to recruit the first two or three schools from across the District to become founding members and help establish the new forum. Our aim would then be to engage with other schools to ensure all parts of the district are represented through the Youth Council within the first three years of its operation.
- 3.6 Following research and consultation with Staffordshire Council of Voluntary Youth Services, it is recommended that youth councillors are aged 11-18 and elections are held in our local schools every two years. Schools will manage the election process with the support of LDC officers. As a result, we propose that youth councillors serve 2-year terms. Council meetings will take place on a regular basis in our council chamber or other suitable venues.
- 3.7 Staffordshire Council of Voluntary Youth Services has pledged to support the Youth Council with campaigns, resources, and to help develop a relationship between our youth councillors and the existing Youth Union and national Youth Parliament. The Staffordshire Council of Voluntary Youth Services strategic plan aims to ensure that all children and young people thrive across the country. They have expressed that they want to support us in achieving this in Lichfield District.
- 3.8 Appendix 1 sets out the proposed constitution for the Youth Council.

Alternative Options	<ol style="list-style-type: none"> 1. Cabinet suggests amendments to the proposed format and running of Youth Council. 2. Cabinet decides against adopting a Youth Council.
Consultation	<ol style="list-style-type: none"> 1. Delivery and structure of Youth Council has been discussed with some schools representatives to understand the level of support likely for this forum. 2. Delivery and structure have also been discussed with a representative of Staffordshire Council of Voluntary Youth Services on April 1st. 3. Further consultation with other schools will take place as we aim to incorporate all schools in our district.
Financial Implications	<p>The Proposed Medium-Term Financial Strategy over the next three financial years for Youth Council:</p> <p>This budget anticipates yearly growth in the number of schools and councillors sitting on Youth Council. The proposed allocation of budget over the next three years is</p>

	outlined below:								
	<table border="1"> <thead> <tr> <th>Financial Year</th> <th>Budget</th> </tr> </thead> <tbody> <tr> <td>2022-2023</td> <td>£10,000</td> </tr> <tr> <td>2023-2024</td> <td>£20,000</td> </tr> <tr> <td>2024-2025</td> <td>£30,000</td> </tr> </tbody> </table>	Financial Year	Budget	2022-2023	£10,000	2023-2024	£20,000	2024-2025	£30,000
Financial Year	Budget								
2022-2023	£10,000								
2023-2024	£20,000								
2024-2025	£30,000								

Approved by Section 151 Officer	Yes
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Legal Implications	1. Non identified at this stage
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Approved by Monitoring Officer	Yes
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Contribution to the Delivery of the Strategic Plan	Youth Council would enable young people to help themselves and others, collaborate and engage with us, and live active lives through their active citizenship.
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Equality, Diversity and Human Rights Implications	<ol style="list-style-type: none"> 1. Inclusion and belonging must be at the forefront of Youth Council. 2. All young people must have access to support to help them run for and/or attend Youth Council. 3. We must be committed to pursuing equality of opportunity for all. All those involved in the work of Youth Council will be expected to promote equality and justice at all opportunities and will ensure that no-one is treated unfairly or discriminated against. 4. All those working with Youth Council will be expected to challenge all forms of prejudice and discrimination. 5. We must ensure equality of opportunity between those who share protected characteristics and those who do not. 6. An Equality Impact Assessment must be conducted prior to launch.
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Crime & Safety Issues	<ol style="list-style-type: none"> 1. Potential to assist in supporting and resolving crime and safety issues by providing young people with a voice in their community.
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Environmental Impact	<ol style="list-style-type: none"> 1. At this stage of the process there are no Environmental Impacts.\
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GDPR / Privacy Impact Assessment	<ol style="list-style-type: none"> 2. Non identified at this stage
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	Risk Description & Risk Owner	Original Score (RYG)	How We Manage It	Current Score (RYG)
A	The inability of some students to attend Council at Frog Lane due to a lack of available transport resulting in failure to deliver an inclusive and accessible council.	Red likelihood And red impact assessment	Use Youth Council budget or provide a separate budget for the running of minibus transport to and from schools. This will ensure that all children have an opportunity to get to and from the Council House.	Red likelihood And red impact assessment
B	The proposal does not adequately reflect the ambitions of young people. As a result, we have	Yellow likelihood and yellow impact	<p>Actively engaged young people through a promotional campaign in our local schools.</p> <p>Allow Youth Councillors to shape how their</p>	Green likelihood and green impact

	limited candidates and councillors.	assessment	council operates.	assessment
C	Failure to consult all schools in the district before launch resulting in limited representation and consideration for underrepresented groups/areas	Red likelihood and red impact assessment	Before official launch lead a district-wide consultation process to invite all schools to join LDYC.	Red likelihood and red impact assessment
D				
E				

	<p>Background documents</p> <ul style="list-style-type: none"> • Community Power Strategy • SCYVS Strategic Plan: • Youth Council Constitution 	<p>SCVYS Strategic Plan 2020 - 2023</p> <p>Our Vision A county where all children and young people thrive</p> <p>Our Mission Ensuring the development and recognition of a vibrant, sound and diverse voluntary sector, focusing on support for children, young people and families</p> <p>We are</p> <ul style="list-style-type: none"> • Member Group Focused • A Youth Specialist • Innovative <p>Our Outcomes</p> <ul style="list-style-type: none"> A thriving voluntary sector that is strong, safe and sustainable Enhanced cooperation and healthier, maturing partnerships Staff and volunteers in the voluntary sector have increased skills and confidence to perform their roles Continuous improvement in the quality of local youth work delivery <p>Our Values</p> <p>Inspiring, Authentic, Supportive, Dedicated, Committed to Excellence</p> <p>Our Objectives</p> <ul style="list-style-type: none"> Grow the strength and sustainability of the local children, young people and families voluntary sector Be the go to organisation for local youth service support and young people related information Represent the sector and give weight to the voice of children, young people and families in order to practically improve individual and community life
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	<p>Relevant web links</p> <p>Staffordshire Council of Voluntary Youth Services</p>
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Appendix 1: Youth Council Constitution

Constitution: Lichfield District Youth Council

Name:

The name of this association shall be Lichfield District Youth Council (LDYC) It shall hereafter be referred to as LDYC in this document.

Aims and Objectives:

- To encourage and initiate communication between young people in the District and local government
- To broaden the opportunities available for all of Lichfield Districts young people and increase the accessibility of said opportunities.
- To support youth councillors in reaching their full potential through training and skills development.
- To provide a voice for young people in Lichfield District and to represent their views to decision makers.
- To ensure that Lichfield District Council is aware of the needs of individuals and groups of young people who may experience disadvantage or are unable to speak for themselves.
- To raise the profile of young people in a positive way.
- To form a range of task groups as and where appropriate to enable the work of the LDYC. These groups will report progress and conclusions to the full Youth Council.
- To work with Staffordshire Council of Voluntary Youth Services (SCVYS) and participate in events with the Youth Union and national Youth Parliament.
- To meet and work with groups and agencies that work with and around the issues affecting young people to ensure the needs of young people are addressed.
- To inform Lichfield District Council and its partners of young people's views so that they can make decisions about young people more effectively.
- To organise, promote, and encourage activities, events and opportunities for young people from Lichfield District.
- To celebrate and promote the achievements and success of young people in Lichfield District.
- Work in partnership with local press to promote the work and views of LDYC.

Membership:

- Initially, LDYC will consist of six elected representatives per school. One third of members must be present to meet quorum.
- Young people can become members by standing for election in their schools. Elections will be held every 2 years.
- All members must be between the ages of 11 and 18 years inclusive on their acceptance to LDYC
- Each member must attend school in Lichfield District.
- A member of LDYC may resign at any time by informing the LDYC Chairperson in writing.
- The Term of Office for each Youth Councillor will be 2 years from the election event. Members are eligible to stand for re-election providing that they still meet the age requirements.

Co-Opted Members

- LDYC aims to be representative of all young people within Lichfield District. Due to the nature of elections, not all groups or certain life defining factors may be represented in the membership of LDYC. These may include:
 - Looked after young people
 - Young carers
 - Young people from ethnic minority backgrounds
 - Young people with disabilities
 - Young people who are parents
 - Young people who are homeless
 - LGBTQ+ Young people
 - Young people from the travelling community
 - Young people who are refugees or asylum seekers
 - Young offenders

- To ensure that the views and voice of these young people are represented, young people from these groups may be co-opted onto LDYC. A co-opted member need not be democratically elected at the annual elections but will be elected by the group they represent (where appropriate). Co-optees have full voting rights and will serve a term of office until the next Election event, where they are eligible to stand for re-election.

Officers:

- LDYC has four officers; Chairperson, Vice Chairperson, Secretary and Treasurer
- Officers hold their posts for one year.
- Officer positions are elected by LDYC members.
- In the absence of the Chair and the Vice Chair, a temporary Chair may be adopted for specific meetings.
- LDYC may appoint other officers, as it considers necessary to meet its needs. These posts will be taken up by elected members of LDYC.

Meetings:

- LDYC will meet once per month in the Lichfield District Council chamber at the Frog Lane premises.
- LDYC may hold additional meetings to address specific issues and tasks as and when is considered necessary.
- LDYC may invite anyone with special knowledge or experience relevant to the aims and objectives of the LDYC to sit in and participate in meetings. These people will have no voting rights.
- All decisions will be made by a majority of members present. Voting will be done on a one member one vote basis. If there is a tie the Chairperson will have the casting vote.
- Decision making by voting can only take place if one third of members are present (not including vacancies).
- Officers will hold strategic planning meetings at least every 3 months. These meetings will formulate plans that will be proposed at full council for final decision making.

Attendance:

- Members of LDYC are expected to attend all full meetings. Where this is not possible, they must send apologies.
- All non-attendance at meetings will be recorded regardless of whether or not apologies have been given.

- Non-attendance is acceptable if apologies have been given prior to the meeting, to the Chairperson or to the LDYC support staff.
- Persistent non-attendance will be addressed by the group. Correspondence will be sent to the non-attending member asking them to attend the next meeting or their membership may cease.

Political Views

- LDYC is a non-party political organisation.
- Members may still hold allegiance and/or membership of a political party but must be aware that they do not represent that party on council.
- Members can meet with any political party at any time as long as it is not used in any way to gain votes for that party.

Voting

- A majority voting system will be used by LDYC, using either a show of hands or where required a secret ballot.
- Where there is a vote split equally, the Chairperson will have the casting vote.

Equal Opportunities:

- All members of LDYC are equal in status. LDYC recognises that we live in a society where discrimination operates to the disadvantage of many groups in society and believes that all persons have the right to be free from discrimination of all types.
- LDYC are committed to pursuing Equality of Opportunity for all. LDYC will ensure fairness is built until all we do. All those involved in the work of LDYC will be expected to promote equality and justice at all opportunities and will ensure that no-one is treated unfairly or discriminated against.
- All those working with LDYC will be expected to challenge all forms of prejudice and discrimination.

Finance and Budget:

- LDYC will be provided with an annual budget as set by Lichfield District Council.
- The LDYC support staff will take responsibility for the monitoring of any finances and budgets, including funds raised by Youth Council members or any external funds received for the Youth Council.
- Any additional funds raised by young people for LDYC will be placed in the LDYC bank account.
- Decision making regarding how the annual budget is spent will be undertaken by the Treasurer, Chair and members of the Youth Council in consultation with support staff. However, youth council holds overall responsibility for budget allocation.

Alterations to the Constitution:

- The Constitution may only be amended by a majority decision at the first annual meeting of LDYC or at a special meeting called for that purpose.

Dissolution:

- LDYC may be dissolved by a majority decision at a meeting of all members, called for this specific purpose.
- The reasons for the dissolution must be put in writing and sent to all members 2 weeks before the meeting.

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OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME FOR 2022-23

AGENDA ITEM	DETAILS/REASONS	15.06.22	19.07.22	15.09.22	17.11.22	15.12.22	19.01.23	16.03.23	25.05.23	TASK GROUP REQUIRED YES/NO	OFFICER LEAD	MEMBER LEAD
Terms of Reference	To remind the Committee of the terms of reference and suggest any amendments	√								NO	CLL	
Councillor Community Fund	To follow and monitor the scheme	√								NO	Gareth Davies	Cllr R. E Cox
Corporate Peer Challenge 6 month review	To consider update recently received	√									Christie Tims	Cllr A. Smith
Economic Prosperity Strategy	To consider the Strategy	√									David Moore	Cllr I. Eadie
Dual Waste Recycling	Consider the review being undertaken and way forward			√							Ben Percival	Cllr E. Little
Local Council Tax Support Scheme	To consider the consultation and options			√			√				Anthony Thomas	Cllr R. Strachan
Burntwood Town Deal	To receive an update		√								David Moore	Cllr I. Eadie
Notes from Task groups	Lichfield City Masterplan Task Group New Leisure Centre Task Group Climate Change Task Group Dual Stream Recycling Task Group Councillor Community Fund	√ √										

OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME FOR 2022-23

Medium Term Financial Strategy				√	√		√				Anthony Thomas	Cllr R. Strachan
Lichfield Youth Council	To consider proposals		√								Simon Fletcher	Cllr R. Cox
Area Panels	To consider proposals		√								Simon Fletcher	Cllr R. Cox
Budget Proposals	Special Meeting to consider proposals for the budget					√					Anthony Thomas	Cllr R. Strachan
BRIEFING PAPERS:-												
Money Matters											Anthony Thomas	Cllr R. Strachan