# Stockton-on-Tees BOROUGH COUNCIL www.stockton.gov.uk

#### Place Select Committee

Agenda

#### Date:

Monday 15 December 2025 at 4.00 pm

#### Venue:

Council Chamber, Dunedin House, Columbia Drive; , Thornaby, Stockton-on-Tees TS17 6BJ

## Cllr Jim Beall (Chair) Cllr Steve Nelson (Vice-Chair)

Cllr Stefan Houghton, Cllr Sufi Mubeen, Cllr David Reynard, Cllr Marilyn Surtees, Cllr Hilary Vickers, Cllr Sylvia Walmsley and Cllr Ted Strike

#### **Agenda**

1. Evacuation Procedure (Pages 7 - 10)

- 2. Apologies for Absence
- 3. Declarations of Interest

**4. Minutes** (Pages 11 - 14)

To approve the minutes of the last meeting held on 10 November 2025

- 5. Progress Update of Previously Agreed Recommendations Burial Provision(Pages 15 16)
- 6. Progress Update of Previously Agreed Recommendations Affordable Housing
  (Pages 17 24)
- 7. Scrutiny Review of Governance of Capital Projects (Pages 25 26)
- 8. Chair's Update and Select Committee Work Programme 2025-2026(Pages 27 28)



### Place Select Committee

Agenda

#### Members of the Public - Rights to Attend Meeting

With the exception of any item identified above as containing exempt or confidential information under the Local Government Act 1972 Section 100A(4), members of the public are entitled to attend this meeting and/or have access to the agenda papers.

Persons wishing to obtain any further information on this meeting, including the opportunities available for any member of the public to speak at the meeting; or for details of access to the meeting for disabled people, please.

Contact: Scrutiny Officer, Michelle Gunn on email michelle.gunn@stockton.gov.uk



#### Key - Declarable interests are :-

- Disclosable Pecuniary Interests (DPI's)
- Other Registerable Interests (ORI's)
- Non Registerable Interests (NRI's)

#### **Members - Declaration of Interest Guidance**





**Table 1 - Disclosable Pecuniary Interests** 

Subject	Description
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain
Sponsorship	Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses.  This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract made between the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or
Contracts	a body that such person has a beneficial interest in the securities of*) and the council  —  (a) under which goods or services are to be provided or works are to be executed; and  (b) which has not been fully discharged.
Land and property	Any beneficial interest in land which is within the area of the council. 'Land' excludes an easement, servitude, interest or right in or over land which does not give the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners (alone or jointly with another) a right to occupy or to receive income.
Licences	Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer.
Corporate tenancies	Any tenancy where (to the councillor's knowledge)—  (a) the landlord is the council; and  (b) the tenant is a body that the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.
Securities	Any beneficial interest in securities* of a body where—  (a) that body (to the councillor's knowledge) has a place of business or land in the area of the council; and (b) either—  (i) the total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or  (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the councillor, or his/ her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners have a beneficial interest exceeds one hundredth of the total issued share capital of that class.

<sup>\* &#</sup>x27;director' includes a member of the committee of management of an industrial and provident society.

<sup>\* &#</sup>x27;securities' means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.



### Table 2 – Other Registerable Interest

You must register as an Other Registrable Interest:

- a) any unpaid directorships
- b) any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority
- c) any body
- (i) exercising functions of a public nature
- (ii) directed to charitable purposes or
- (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management

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#### <u>Council Chamber, Dunedin House</u> <u>Evacuation Procedure & Housekeeping</u>

#### Entry

Entry to the Council Chamber is via the Council Chamber entrance indicated on the map below.



In the event of an emergency alarm activation, everyone should immediately start to leave their workspace by the nearest available signed Exit route.

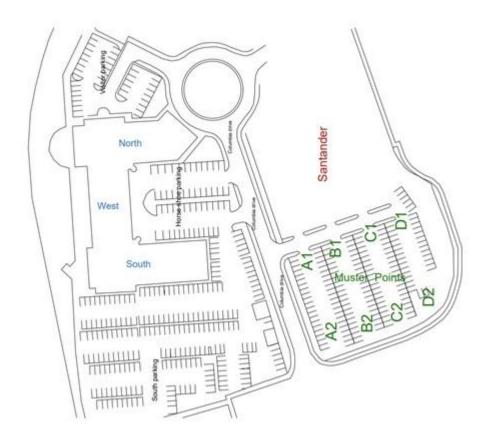
The emergency exits are located via the doors on either side of the raised seating area at the front of the Council Chamber.

Fires, explosions, and bomb threats are among the occurrences that may require the emergency evacuation of Dunedin House. Continuous sounding and flashing of the Fire Alarm is the signal to evacuate the building or upon instruction from a Fire Warden or a Manager.

The Emergency Evacuation Assembly Point is in the overflow car park located across the road from Dunedin House.

#### The allocated assembly point for the Council Chamber is: D2

Map of the Emergency Evacuation Assembly Point - the overflow car park:



All occupants must respond to the alarm signal by immediately initiating the evacuation procedure.

#### When the Alarm sounds:

- 1. **stop all activities immediately**. Even if you believe it is a false alarm or practice drill, you <u>MUST</u> follow procedures to evacuate the building fully.
- 2. **follow directional EXIT signs** to evacuate via the nearest safe exit in a calm and orderly manner.
  - o do not stop to collect your belongings
  - o close all doors as you leave
- 3. **steer clear of hazards**. If evacuation becomes difficult via a chosen route because of smoke, flames or a blockage, re-enter the Chamber (if safe to do so). Continue the evacuation via the nearest safe exit route.
- 4. **proceed to the Evacuation Assembly Point.** Move away from the building. Once you have exited the building, proceed to the main Evacuation Assembly Point <u>immediately</u> located in the **East Overflow Car Park**.
  - do not assemble directly outside the building or on any main roadway, to ensure access for Emergency Services.

#### 5. await further instructions.

- do not re-enter the building under any circumstances without an "all clear" which should only be given by the Incident Control Officer/Chief Fire Warden, Fire Warden or Manager.
- o do not leave the area without permission.
- ensure all colleagues and visitors are accounted for. Notify a Fire Warden or Manager immediately if you have any concerns

#### Toilets

Toilets are located immediately outside the Council Chamber, accessed via the door at the back of the Chamber.

#### Water Cooler

A water cooler is available at the rear of the Council Chamber.

#### Microphones

During the meeting, members of the Committee, and officers in attendance, will have access to a microphone. Please use the microphones, when invited to speak by the Chair, to ensure you can be heard by the Committee and those in attendance at the meeting.

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#### **Place Select Committee**

A meeting of Place Select Committee was held on Monday 10th November 2025.

Present: Cllr Jim Beall (Chair), Cllr Steve Neslon, Cllr Sufi Mubeen, Cllr

David Reynard, Cllr Marilyn Surtees, Cllr Hilary Vickers, and

Cllr Sylvia Walmsley.

Officers: Dale Rowbothan, Andy Corcoran (Community Services,

Environment, and Culture), Iain Robinson (Regeneration and Inclusive Growth), Neil Bramma, Junita Agyapong and Michelle

Gunn (Corporate Services).

Also in attendance:

**Apologies:** Cllr Stefan Houghton.

#### PLA/29/25 Evacuation Procedure

The Committee noted the evacuation and housekeeping procedure.

#### PLA/30/25 Declarations of Interest

There were no declarations of interest.

#### PLA/31/25 Minutes

AGREED that the minutes of the meeting held on 13<sup>th</sup> October 2025 be confirmed as a correct record and signed by the Chair.

### PLA/32/25 Monitoring the Impact of Previously Agreed Recommendations - Domestic Waste Collection, Kerbside Recycling and Green Waste

Consideration was given to assessments of progress on the implementation of the recommendations from the Committee's previously completed review of Domestic Waste Collection, Kerbside Recycling, and Green Waste. This was the third update following the Committee's agreement of the action plan in April 2024 and all recommendations were on track.

The Committee questioned whether Members could suggest community groups, events, and ward surgeries for the Resident Engagement Team to attend to raise awareness of the changes to waste collection. Officers confirmed that suggestions would be welcomed, and contact details would be circulated.

The waste transfer station was discussed, and it was confirmed that this would be based at the Yarm Road site.

A further progress update would be presented in July 2026 to allow for the implementation of changes to waste collection.

AGREED that the Progress Update be noted and the assessments of progress be confirmed.

#### PLA/33/25 Scrutiny Review of Governance of Capital Projects

The Committee considered the draft scope and project plan for the Scrutiny Review of Governance of Capital Projects. The key aim of the review would be to examine the processes, including governance and decision-making structures, in delivering major capital projects and identify if these could be improved.

Members received a background presentation setting out the context of the review. The presentation included:

- A breakdown by directorate of the budget for the Capital Programme within the Medium Term Financial Plan (MTFP) to 2027, with Regeneration having the largest budget (59.52%).
- The number of programmes delivering place outcomes or theme-based benefits (17) and the number of projects delivering place or theme-based outputs and benefits (112). The numbers were constantly changing due to rolling start and finish dates.
- The percentage of programmes and project by directorate, showing that Community Environment and Culture had the biggest number of programmes, however transportation had the biggest number of projects.
- A breakdown of the funding sources for Capital Programme, which showed that the majority of funding was from grants and contributions (64.9%)

Members requested a definition of a programme and a project. Officers noted that from a financial perspective these were considered in the Capital Programme if they were relating to the creation or upkeep of an asset e.g. building or road. Programmes were made up of smaller projects to better manage the governance, risk, and funding. Examples were given of the Small Improvements and Maintenance programme and the Levelling Up Fund, where several projects were being delivered under a programme.

Monitoring of Capital Programmes was discussed. Members were informed that as well as having a governance system in place to monitor the programme, officers were also required to set out how they were going to govern a project when applying for funding and report back to the relevant funder. Officers further explained that a large number of transport projects were funded by Tees Valley Combined Authority (TVCA) and therefore comply with their governance and regulations systems.

It was noted that the key lines of enquiry had been grouped into three sections and Members agreed that this would provide a framework for the evidence sessions. The Committee requested a breakdown of the types of programmes, projects, and funding received from grants and contributions at the next meeting. They also requested a number of case studies to be presented to aid understanding of what was involved in the range of project.

AGREED that the presentation be noted and the scope and project plan be approved.

#### PLA/34/25 Chair's Update and Select Committee Work Programme 2025 - 2026

Consideration was given to the Work Programme.

AGREED that the Work Programme be noted.

Chair: .....

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Place Select Committee 15 December 2025

### Progress Update for Agreed Recommendations – Review of Burial Provision

#### **Summary**

Members will receive a verbal update on the implementation of previously agreed recommendations in relation to the review of Burial Provision. The Committee's final report can be accessed via the following link: <u>Meeting of Cabinet 20 May 2021</u>

#### **Detail**

- Following the Cabinet consideration of scrutiny reports, accepted recommendations are then subject to a monitoring process to track their implementation.
- 2. Members have received three previous updates on the progress of the implementation of the Review of Burial Provision recommendations. There are two outstanding recommendations for the review, as follows:
  - Recommendation 1: That a new burial site be provided that would meet the following criteria:
    - Located in the central or western areas of the Borough
    - Provision for more than 100 years
    - Accessible via public transport
    - Preferably land already owned by Stockton Borough Council
  - Recommendation 2: That officers undertake further surveys and investigations into potential sites to determine if they are suitable for burial provision.
- 3. The Assistant Director will be in attendance at the meeting to give a verbal update on the progression of the recommendations.
- 4. The assessment of progress for each recommendation should be categorised as follows:



1	Achieved (Fully)	The evidence provided shows that the recommendation has been fully implemented within the timescale specified.
2	On Track (but not yet due for completion)	The evidence provided shows that implementation of the recommendation is on track but the timescale specified has not expired.
3	Slipped	The evidence shows that progress on implementation has slipped.  An anticipated date by which the recommendation is expected to become achieved should be advised and the reasons for the delay.
4	Not Achieved	The evidence provided shows that the recommendation has not been fully achieved.  An explanation for non-achievement of the recommendation would be provided.

Name of Contact Officer: Michelle Gunn

Post Title: Scrutiny Officer

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Email address: michelle.gunn@stockton.gov.uk



Place Select Committee 15 December 2025

### Progress Update for Agreed Recommendations – Review of Affordable Housing

#### **Summary**

Members are asked to consider the evidence and assessments of progress contained within the attached Progress Update on the implementation of previously agreed recommendations in relation to the review of Affordable Housing for access to the final report, please see <u>Final Report - Scrutiny Review of Affordable Housing.pdf</u>.

#### **Detail**

- 1. Following the Cabinet consideration of scrutiny reports, accepted recommendations are then subject to a monitoring process to track their implementation.
- 2. Two main types of report are used. Initially this is by means of Action Plans detailing how services will be taking forward agreed recommendations. This is then followed by a Progress Update report, when evidence is submitted by the relevant department together with an assessment of progress against all recommendations. Should members of the Select Committee agree, those recommendations which have reached an assessment of '1' are then signed off as having been completed.
- 3. If any recommendations remain incomplete, or if the Select Committee does not agree with the view on progress, the Select Committee may ask for a further update.
- 4. The assessment of progress for each recommendation should be categorised as follows:

1	Achieved (Fully)	The evidence provided shows that the
		recommendation has been fully implemented
		within the timescale specified.



2	On Track (but not yet due for completion)	The evidence provided shows that implementation of the recommendation is on track but the timescale specified has not expired.
3	Slipped	The evidence shows that progress on implementation has slipped.  An anticipated date by which the recommendation is expected to become achieved should be advised and the reasons for the delay.
4	Not Achieved	The evidence provided shows that the recommendation has not been fully achieved.  An explanation for non-achievement of the recommendation would be provided.

- 5. To further strengthen the monitoring process, from August 2020, the Progress Update report will also include references on the evidence of impact for each recommendation.
- 6. For progress update reports following the completion of a review, the relevant Link Officer will be in attendance.
- 7. **Appendix 1** (Review of Affordable Housing) sets out the outstanding recommendations for this Committee. Members are asked to review the update and indicate whether they agree with the assessments of progress.

Name of Contact Officer: Michelle Gunn

Post Title: Scrutiny Officer

Telephone number: 01642 524987

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SCRUTINY MONITORING – PROGRESS UPDATE	
Review:	Affordable Housing
Link Officer/s:	Jane Edmends
Action Plan Agreed:	June 2025

Updates on the progress of actions in relation to agreed recommendations from previous scrutiny reviews are required approximately 12 months after the relevant Select Committee has agreed the Action Plan. Progress updates must be detailed, evidencing what has taken place regarding each recommendation – a grade assessing progress should then be given (see end of document for grading explanation). Any evidence on the impact of the actions undertaken should also be recorded for each recommendation.

Recommendation 1:	<ul> <li>The outcomes of the Affordable Housing Option Appraisal to date are supported, and officers be requested to carry out further investigation into a hybrid model to address the borough's affordable housing need, which should include:         <ul> <li>Enabling (which may include for example the Council seeking an increased requirement for the provision of affordable housing on sites the Council owns i.e. above our minimum planning requirement)</li> <li>Partnerships with Registered Providers and Developers – partnerships may be a single partner or several partners and can come from a variety of sectors</li> <li>Direct delivery (model to be determined)</li> </ul> </li> </ul>
Responsibility:	Assistant Director Housing and FSOT (Jane Edmends) / Service Lead Strategic Housing (Alan Glew)
Date:	End June 2025 (report to Cabinet) Long term action – annual review
Agreed Action:	Report to Cabinet (June 2025) to detail the outcome of the option appraisal process and seek approval for next steps.
Agreed Success Measure:	Report approved by Cabinet The number of affordable housing units delivered in the borough is increased (to secure a positive delivery trajectory)
Evidence of Progress (December 2025):	(a) SBC is part of the Governments Council Housebuilding Skills & Capacity Programme; we are 1 of 10 'vanguard' LA's being supported by the Local Government Association to explore skills and support requirements for local authorities exploring direct housing delivery.

	<ul> <li>(b) Work is ongoing to make best use of S106 commuted sum monies (pre-market engagement planned for late November 2025)</li> <li>(c) Work is ongoing to identify best use of the small sites identified within the report to accelerate affordable housing delivery.</li> </ul>
Assessment of Progress (December 2025): (include explanation if required)	2. On track – as noted above work is ongoing to explore a range of delivery mechanisms.
Evidence of Impact (December 2025):	Not directly at this stage

Recommendation 2:	Correspondence is sent to Central Government to ask that the regulations for returning empty homes back into use are reviewed to ensure a more streamlined and strengthened process.
Responsibility:	Director of Regeneration & Economic Growth (Tracey Carter)
Date:	End of September 2025 (for letter to be sent)
Agreed Action:	Letter to be sent to the relevant Minister/s
Agreed Success Measure:	Government to act on feedback and implement a streamlined process for returning empty residential properties to use
Evidence of Progress (December 2025):	Letter sent on the 19.9.25.  - 2 responses received:  (i) From Baroness Taylor (Parliamentary Under-Secretary of State for Housing & Local Government) received 3.10.25  (j) From the Ministry of Housing, Communities & Local Government (MHCLG) Correspondence Unit 20.10.25.  - Email received 28.10.25 from MHCLG asking for meeting to discuss the LA Empty Homes Working Group. Awaiting meeting date to be confirmed.
Assessment of Progress (December 2025): (include explanation if required)	Achieved (in terms of letter sent)
Evidence of Impact (December 2025):	Not directly at this stage.

Recommendation 3:	Given the current demand for social/affordable housing, the Council (via its website and other means as appropriate) provide regular updates to applicants regarding general property availability and demand (for example with information on the average number of properties advertised per month/the average number of bids made on each property per month), in an attempt to manage applicant expectations.
Responsibility:	Team Leader Lettings & Nominations (Carol Bruce)
Date:	First update by end October 2025 End March 2026 (seeking feedback)
Agreed Action:	Website to be updated (within 1 month of each quarter end) with the detail highlighted in action 3  To explore options of seeking feedback from applications on Tees Valley HomeFinder to understand if the above information is of use/can be improved.
Agreed Success Measure:	Applicants registered on Tees Valley HomeFinder are better informed / improved awareness of waiting times etc.
Evidence of Progress (December 2025):	SBC website has been updated to include further under the 'Waiting Times' section, now includes 'social housing property availability' section detailing the number of properties advertised by type and the average number of bids received on an estate by estate basis Social housing property availability 2025 to 2026 - Stockton-on-Tees Borough Council
Assessment of Progress (December 2025): (include explanation if required)	2. On track (will continue to be updated on a quarterly basis)
Evidence of Impact (December 2025):	Additional information to inform customer choice and manage expectations

Recommendation 4:	Following Cabinet approval, and six months after the implementation of the revised Common Allocation Policy, an update be provided back to the Committee on the impact of banding changes (i.e. to provide a breakdown of applicants who have secured accommodation).
Responsibility:	Team Leader Lettings & Nominations (Carol Bruce)
Date:	Report to be prepared late Jan/Feb 2026 – to cover the 6 month period Jul to Dec 2025

Agreed Action:	Updated report to be provided back to Committee
Agreed Success Measure:	Banding changes have supporting those in 'highest' housing need
Evidence of Progress (December 2025):	n/a as action not due until early 2026
Assessment of Progress (December 2025): (include explanation if required)	As above
Evidence of Impact (December 2025):	As above

Recommendation 5:	Council notes that Local Housing Allowance rates are not close to real costs, and local landlords are increasing rents to such a rate that people cannot afford, and this is putting pressure on local authorities to house people. Council therefore calls on central government to take this into consideration when reviewing Local Housing Rates and within the Renters Rights Bill.
Responsibility:	Director of Regeneration & Economic Growth (Tracey Carter)
Date:	End June 2025 (for letter to be sent)
Agreed Action:	Letter to be sent to the relevant Minister/s
Agreed Success Measure:	Government to consider the feedback from SBC when reviewing the local housing allowance
Evidence of Progress (December 2025):	Letter sent 19.8.25 to the Secretary of State for Work & Pensions
Assessment of Progress (December 2025): (include explanation if required)	Achieved (in terms of letter sent)
Evidence of Impact (December 2025):	Not directly at this time.

Assessment of	1	2	3	4
Progress Gradings:	Fully Achieved	On-Track	Slipped	Not Achieved

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REPORT TO PLACE SELECT COMMITTEE

15 DECEMBER 2025

### **Scrutiny Review of Capital Projects**

#### **Summary**

The agenda item will cover the line of enquiry - How do projects and interventions emerge/evolve to be included on the capital programme

#### **Detail**

- A presentation will be given by Link Officers setting out examples of how capital
  projects arise, incorporating examples from Regeneration, Transport and Asset
  Investment with differing circumstances and make up of funding explained across
  each.
- 2. The presentation will set our clarification and explanation on the difference between programmes and projects with examples setting out both stand alone projects and projects in the context of a wider programme. The examples are
  - Thornaby Town Deal
  - Elton Interchange
  - Ash Trees Satellite at Billingham South Primary School
- 3. The presentation will cover how capital funding for each of these interventions arose, including source of funding and the means of securing funding along with a description of the steps taken to define and implement the projects, specific governance requirements and the role of elected members and stakeholders at different stages of the project.

Name of Contact Officer: Jain Robinson

Post Title: Assistant Director – Town Centre Development

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# Agenda Item 8 Place Select Committee Work Programme 2025-2026

Date (4pm unless stated)	Topic	Attendance	
Monday 14 April 2025	Scrutiny Review of Muslim and Faith Burial Services  Scope & Project Plan and background presentation	Dale Rowbotham	
Monday 19 May 2025	Monitoring: Progress Update - Planning (Development Management) and Adoption of Open Space	Simon Grundy	
	Monitoring: Progress Update - Scrutiny Review of Domestic Waste Collections, Kerbside Recycling and Green Waste Collections	Dale Rowbotham	
	Scrutiny Review of Muslim and Faith Burial Services  • Evidence gathering	Dale Rowbotham, Darren Robinson, & Erin Evans Funeral Director	
Monday 9 June 2025	Monitoring: Action Plan - Scrutiny Review of Affordable Housing	Jane Edmends/Alan Glew	
	Scrutiny Review of Muslim and Faith Burial Services  • Evidence gathering	Dale Rowbotham, Darren Robinson, & Erin Evans  Funeral Director & Community representative  Middlesbrough Council	
Monday 14 July 2025	Scrutiny Review of Muslim and Faith Burial Services  • Evidence gathering	Dale Rowbotham, Darren Robinson, & Erin Evans Farooq e Azam Mosque, Ali Murtaza Mosque, and Usman e Ghani Mosque representatives	
Monday 15 September 2025 (informal)	Scrutiny Review of Muslim and Faith Burial Services  • Summary of evidence	Dale Rowbotham, Darren Robinson, & Erin Evans	

### Place Select Committee Work Programme 2025-2026

Date (4pm unless stated)	Topic	Attendance
Monday 13 October 2025	Scrutiny Review of Muslim and Faith Burial Services  • Final report	Dale Rowbotham, Darren Robinson, & Erin Evans
Monday 10 November 2025	Monitoring: Progress Update - Scrutiny Review of Domestic Waste Collections, Kerbside Recycling and Green Waste Collections	Dale Rowbotham
	Scrutiny Review of Governance of Capital Projects  • Scope and Project Plan	Iain Robinson, Neil Bramma & Andrew Cocoran
Monday 15 December 2025	Monitoring: Progress Update - Scrutiny Review of Burial Provision	Chris Renahan
	Monitoring: Progress Update - Scrutiny Review of Affordable Housing	Jane Edmends
	Scrutiny Review of Governance of Capital Projects  • Evidence Gathering	Iain Robinson, Neil Bramma & Andrew Cocoran
Monday 12 January 2026	Scrutiny Review of Governance of Capital Projects  • Evidence Gathering	Iain Robinson, Neil Bramma & Andrew Cocoran
Monday 16 February 2026	Scrutiny Review of Governance of Capital Projects  • Evidence Gathering	Iain Robinson, Neil Bramma & Andrew Cocoran
Monday 9 March 2026	Scrutiny Review of Governance of Capital Projects  • Evidence Gathering	Iain Robinson, Neil Bramma & Andrew Cocoran

#### To Schedule

Action Plan - Scrutiny Review of Muslim and Faith Burial Service