



**BROMSGROVE DISTRICT COUNCIL**

## MEETING OF THE OVERVIEW AND SCRUTINY BOARD

MONDAY 10TH JUNE 2019, AT 6.00 P.M.

## PARKSIDE SUITE - PARKSIDE

## SUPPLEMENTARY DOCUMENTATION

The attached papers were specified as "to follow" on the Agenda previously distributed relating to the above mentioned meeting.

9. Task Group Updates to follow (Pages 1 - 10)
12. Cabinet Work Programme - to follow (Pages 11 - 22)

K. DICKS  
Chief Executive

Parkside  
Market Street  
BROMSGROVE  
Worcestershire  
B61 8DA

3rd June 2019

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#### Task Group Update Report

Relevant Portfolio Holder	Councillor G. Denaro
Portfolio Holder Consulted	Yes
Relevant Head of Service	Claire Felton, Head of Legal, Equalities and Democratic Services
Ward(s) Affected	N/A
Ward Councillor(s) Consulted	N/A
Key Decision / Non-Key Decision	

### 1. SUMMARY OF PROPOSALS

- 1.1 This report sets out the current position in respect of outstanding Task Groups and Short Sharp Reviews set up by the Overview and Scrutiny Board in the municipal year 2018-19 and where the work has not been completed.

### 2. RECOMMENDATIONS

The Overview and Scrutiny Board is asked to consider whether the work of the following task groups as detailed in the key issues section below, should continue for the 2019-20 municipal year.

- a) Bromsgrove Sporting Football Club Task Group;
- b) Business Rates Relief Short Sharp Review; and
- c) WCC LTP4 Task Group.

### 3. KEY ISSUES

It should be noted that the Board has previously agreed that due to officer time, a maximum of two task groups and/or short sharp reviews will be undertaken at any one time.

#### 3.1 Bromsgrove Sporting Football Club Task Group

This proposal was put forward by former Councillor C. Bloore and considered at the Board meeting held on 19<sup>th</sup> November 2018. It was agreed that a task group be set up and that it would be chaired by Councillor M. Thompson. At the following meeting (14<sup>th</sup> January 2019) membership was confirmed as Councillors Thompson, C. Hotham, R. Jenkins, R Laight and S. Webb.

Due to a variety of reasons no meetings of the task group have taken place to date and as Councillor Laight is now Chairman of the Council and Councillor Webb is a Portfolio Holder, they are no longer eligible to be members of it.

### **Overview and Scrutiny Board**

**10<sup>th</sup> June 2019**

The Board are therefore asked to consider whether it wishes this piece of work to be taken forward. If this is the case then officers will canvass Members to replace Councillors Laight and Webb.

#### **3.2 Business Rates Relief Short Sharp Review**

This short sharp review was set up following the presentation of a Notice of Motion at Council on 21<sup>st</sup> November 2018, when the matter was referred to the Board for its consideration.

At its meeting held on 3<sup>rd</sup> December the Board agreed to set up a short sharp review, made up of Board members, to consider this matter further. As the proposal had been put forward by Councillor Thompson it was further agreed that Councillor Thompson would Chair the short sharp review. Membership was agreed as being Members of the Board only and Councillors S. Colella, M. Glass, R. Laight, P. McDonald, P. Thomas and S. Webb showed an interest in taking part in the short sharp review.

To date the short sharp review has met on two occasions, on 14<sup>th</sup> December 2018 and 9<sup>th</sup> January 2019. However, as Councillor Laight is now Chairman of the Council and Councillors Thomas and Webb are Portfolio Holders, they are no longer eligible to take part in it.

The Board are asked to consider whether it wishes this piece of work to continue and if the Board feels appropriate to appoint further Members to the short sharp review.

#### **3.3 WCC LTP4 Task Group**

This proposal was put forward by Councillor S. Colella and considered at the Board meeting held on 8<sup>th</sup> April 2019. The establishment of a Task Group was agreed in principle with the agreement that no action would be taken until the new municipal year.

Members are therefore asked to consider whether they feel that this is a subject that warrants further investigation and if so, whether a task group would be the appropriate way forward.

#### **Financial Implications**

- 3.4 There are no direct financial implications arising from this report, although it should be noted there are resource implications in respect of officer time in attending and preparing information for the task groups.

#### **Legal Implications**

- 3.5 There are no direct legal implications in respect of this report.

#### **Service / Operational Implications**

- 3.6 There are no direct service/operational implications arising from this report.

#### **Customer / Equalities and Diversity Implications**

- 3.7 There are no direct customer/equalities and diversity implications arising from this report.

#### **4. RISK MANAGEMENT**

- 4.1 No specific risks have been identified.

#### **5. APPENDICES**

Appendix 1 - Scoping document in respect of the Bromsgrove Sporting Football Club Task Group.

Appendix 2 - Notice of Motion.

Appendix 3 – Scoping document in respect of WCC LTP4 Task Group.

#### **6. BACKGROUND PAPERS**

Minutes and agendas in respect of the Overview and Scrutiny Board meetings when these topics have been discussed.

#### **7. KEY**

N/A

#### **AUTHOR OF REPORT**

Name: Amanda Scarce – Senior Democratic Services Officer

email: [a.scarce@bromsgroveandredditch.gov.uk](mailto:a.scarce@bromsgroveandredditch.gov.uk)

Tel.: 01527 881443

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## OVERVIEW & SCRUTINY TOPIC PROPOSAL

This form can be used for either a Task Group or a Short Sharp Review topic proposal.

Completed forms should be returned to [scrutiny@bromsgrove.gov.uk](mailto:scrutiny@bromsgrove.gov.uk) – Democratic Services, Bromsgrove District Council.

<b>Name of Proposer:</b> Christopher Bloore	
Tel No: 07905 612 710	Email: c.bloore@bromsgrove.gov.uk
Date: 13/11/18	

<b>Title of Proposed Topic</b>  (including specific subject areas to be investigate)	Supporting Bromsgrove Sporting FC including reducing the cost of rent for use of the Victoria Ground.
<b>Background to the Proposal</b>  (Including reasons why this topic should be investigated and evidence to support the need for the investigation.)	Bromsgrove Sporting FC have had a meteoric rise since Bromsgrove Rovers folded. The club has risen from the bottom of the football Pyramid to the Evo-Stik South and has now commenced with plans to increase their work within the local community. They currently pay £12,000 to Bromsgrove District Council for use of the Victoria Ground. This land was originally gifted to the Council for the use of football. Growing attendances and the improved junior football offer mean hundreds of people are now using shops in the town centre when they visit Bromsgrove.
<b>Links to national, regional and local priorities</b>  (including the Council's strategic purposes)	To grow our local economy and promote health and well-being.
<b>Possible Key Objectives</b>  (these should be SMART – specific, measurable, achievable, relevant and timely)	To establish the benefit the club currently brings to the local community and town centres, if this is sustainable and what the next steps would need to be to increase the community offer of the club.  The task group could recommend that any money

	refunded to the club is used for community development/junior football development.			
Anticipated Timescale for completion of the work.	TBC			
Would it be appropriate to hold a Short Sharp Inquiry or a Task Group? (please tick relevant box)	Task Group		Short Sharp Inquiry	

**OFFICE USE ONLY - TO BE COMPLETED WHEN THE TOPIC PROPOSAL IS ACCEPTED**

<b>Evidence</b>	
Key documents, data, reports	
Possible Site Visits	
Is a general press release required asking for general comments/suggestions from the public?	
Is a period of public consultation required?	
<b>Witnesses</b>	
Officers	
Councillors (including Portfolio Holder)	
Any External Witnesses	



## **BROMSGROVE DISTRICT COUNCIL**

**COUNCIL**

**21<sup>st</sup> November 2018**

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### **NOTICE OF MOTION**

The following Notice of Motion has been submitted in accordance with Procedure Rule 10 by Councillor M. Thompson:

In 2017 the chancellor committed a £435 million business rate relief package intended on helping high street businesses. The communities secretary at the time, Sajid Javid, promised “absolutely no delay” in allocating and using the money. However, a table of “worst offending councils” shows that Bromsgrove District Council failed to spend almost 70% of their grant.

Council notes this waste of central government funding and will set up a cross party investigation into how this was allowed to happen.

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## OVERVIEW & SCRUTINY TOPIC PROPOSAL

This form can be used for either a Task Group or a Short Sharp Review topic proposal.

Completed forms should be returned to [scrutiny@bromsgrove.gov.uk](mailto:scrutiny@bromsgrove.gov.uk) – Democratic Services, Bromsgrove District Council.

<b>Name of Proposer: Cllr Steve Colella</b>	
Tel No: 07758 739901	Email: <a href="mailto:s.colella@bromsgrove.gov.uk">s.colella@bromsgrove.gov.uk</a>
Date: 26 <sup>th</sup> Jan 2019	

<b>Title of Proposed Topic</b>  (including specific subject areas to be investigate)	Investigation into the effect of WCC LTP4 on the district of Bromsgrove.  To consider its effect upon the Bromsgrove District Plan, the main A roads through the district, impact on Economic and Housing Growth and the fulfilment of NEST1-9, NEAT1-8 and BR1-7 and RB1.
<b>Background to the Proposal</b>  (Including reasons why this topic should be investigated and evidence to support the need for the investigation.)	BDC Development Plan relies on the support of the LTP4 to invest in the infrastructure to support growth not only in the district of Bromsgrove but in neighbouring District and County divisions. <ul style="list-style-type: none"> <li>• The perception is that there is no investment of note beyond Kidderminster Town.</li> <li>• Thus such a lack of investment is unsustainable, expected increase in traffic congestion, poor integrated travel systems and</li> <li>• no resolution to the current congestion and poor air quality across the district.</li> </ul>
<b>Links to national, regional and local priorities</b>  (including the Council's strategic purposes)	Bromsgrove Development Plan, Wyre Forest Development Plan, NPPF, Air Quality, economic and housing growth. <ul style="list-style-type: none"> <li>• Help me find somewhere to live in my locality</li> <li>• Keep my place safe and looking good</li> </ul>

<b>Possible Key Objectives</b>  (these should be SMART – specific, measurable, achievable, relevant and timely)	Complete an assessment of the impact of LTP4 on: <ul style="list-style-type: none"> <li>the districts strategic purposes,</li> <li>impact on economic growth strategy,</li> <li>housing growth, health and wellbeing.</li> </ul>			
Anticipated Timescale for completion of the work.	December 2019			
Would it be appropriate to hold a Short Sharp Inquiry or a Task Group? (please tick relevant box)	Task Group	YES	Short Sharp Inquiry	

**OFFICE USE ONLY - TO BE COMPLETED WHEN THE TOPIC PROPOSAL IS ACCEPTED**

<b>Evidence</b>	
Key documents, data, reports	
Possible Site Visits	
Is a general press release required asking for general comments/suggestions from the public?	
Is a period of public consultation required?	
<b>Witnesses</b>	
Officers	
Councillors (including Portfolio Holder)	
Any External Witnesses	

# CABINET LEADER'S WORK PROGRAMME

**1 JULY 2019 TO 31 OCTOBER 2019**  
(published as at 3 June 2019)

This Work Programme gives details of items on which key decisions are likely to be taken in the coming four months by the Council's Cabinet

The Work Programme gives details of items on which key decisions are likely to be taken by the Council's Cabinet, or full Council, in the coming four months. **Key Decisions** are those executive decisions which are likely to:

- (i) result in the Council incurring expenditure, foregoing income or the making of savings in excess of £50,000 or which are otherwise significant having regard to the Council's budget for the service or function to which the decision relates; or
- (ii) be significant in terms of its effect on communities living or working in an area comprising two or more wards in the district;

If you wish to make representations on the proposed decision you are encouraged to get in touch with the relevant report author as soon as possible before the proposed date of the decision. Contact details are provided, alternatively you may write to the Head of Legal, Equalities and Democratic Services, Parkside, Market Street, B61 8DA or e-mail: [democratic@bromsgroveandredditch.gov.uk](mailto:democratic@bromsgroveandredditch.gov.uk)

The Cabinet's meetings are normally held every four weeks at 6pm on Wednesday evenings at Parkside. They are open to the public, except when confidential information is being discussed. If you wish to attend for a particular matter, it is advisable to check with the Democratic Services Team on (01527 881443) to make sure it is going ahead as planned. If you have any queries Democratic Services Officers will be happy to advise you. The full Council meets in accordance with the Councils Calendar of Meetings. Meetings commence at 6pm.

## CABINET MEMBERSHIP

Councillor K J May	Leader of the Council and Portfolio Holder for Economic Development, the Town Centre and Strategic Partnerships
Councillor G N Denaro	Deputy Leader and Portfolio Holder for Finance and Enabling (including Governance/Policy and Performance/HR)
Councillor S Webb	Portfolio Holder for Strategic Housing and Health and Well Being
Councillor A Kent	Portfolio Holder for Planning and Regulatory Services
Councillor M Sherrey	Portfolio Holder for Environmental Services
Councillor P Thomas	Portfolio Holder for Leisure, Cultural Services and Community

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
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Bromsgrove Council Plan <b>Key:</b> No	Cabinet 10 Jul 2019		Report of the Head of Business Transformation and Organisational Development	Rebecca Green, Policy Manager Tel: 01527 881616  Deputy Leader and Portfolio Holder for Finance and Enabling (including Governance/Poicy and Performance/HR)
Bromsgrove Plan Review - Local Development Scheme <b>Key:</b> No	Cabinet 10 Jul 2019		Report of the Head of Planning and Regeneration	Mike Dunphy, Strategic Planning and Conservation Manager Tel: 01527 881325  Councillor C. B. Taylor

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Canal Conservation Area Appraisal and Management Plan <b>Key:</b> No	Cabinet 10 Jul 2019  Council 31 Jul 2019		Report of the Head of Planning and Regeneration	Mike Dunphy, Strategic Planning and Conservation Manager Tel: 01527 881325  Councillor C. B. Taylor
Development Services Policy Statement <b>Key:</b> Yes	Cabinet 10 Jul 2019		Report of the Head of Leisure and Cultural Services	Jonathan Cochrane, Development Services Manager Tel: 01527 64252
Financial Outturn 2018/19 and Reserves <b>Key:</b> No	Cabinet 10 Jul 2019		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Members ICT Policy <b>Key:</b> No	Cabinet 10 Jul 2019		Report of the Head of Business Transformation and Organisational Development	Mark Hanwell, ICT Transformation Manager Tel: 01527 881248  Councillor B. T. Cooper
Bromsgrove District Council Low Emission Vehicle Strategy <b>Key:</b> No	Cabinet 10 Jul 2019 Council 31 Jul 2019		Report of the Head of Environmental Services	Kath Manning, Climate Change and Energy support Officer Tel: 01527 587094  Portfolio Holder for Environmental Services  Portfolio Holder for Environmental Services
Staff Bring Your Own Devise Policy <b>Key:</b> No	Cabinet 10 Jul 2019		Report of the Head of Business Transformation and Organisational Development	Mark Hanwell, ICT Transformation Manager Tel: 01527 881248  Councillor B. T. Cooper



Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Cofton Hackett and Lickey and Blackwell Neighbourhood Plan <b>Key:</b> No	Cabinet Not before 10th Jul 2019  Council Not before 31st Jul 2019		Report of the Head of Planning and Regeneration	Mike Dunphy, Strategic Planning and Conservation Manager Tel: 01527 881325  Councillor C. B. Taylor
Promsgrove Enterprise Park - Acquisition <b>Key:</b> Yes	Cabinet 10 Jul 2019	This report may contain some exempt information and therefore Cabinet may need to go into private session during consideration of this item.	Report of the Chief Executive	Ostap Paparega, Head of North Worcestershire Economic Development Tel: 01562 732192  Councillor K. J. May
Foxlydiate Arms Report <b>Key:</b> No	Cabinet 10 Jul 2019			Ruth Bamford, Head of Planning and Regeneration Tel: 01527 64252  Portfolio Holder for Planning and Regulatory Services

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
North Worcestershire Economic Growth Strategy <b>Key: No</b>	Cabinet 4 Sep 2019 Council 25 Sep 2019			Ostap Paparega, Head of North Worcestershire Economic Development Tel: 01562 732192  Councillor K. J. May  Councillor K. J. May
Bromsgrove District Council's Local Plan Review Issue and Options Consultation Response/Call for Sites/Further Consultation <b>Key: No</b>	Cabinet 4 Sep 2019 Council 25 Sep 2019		Report of the Head of Planning and Regeneration	Mike Dunphy, Strategic Planning and Conservation Manager Tel: 01527 881325  Councillor C. B. Taylor
Bromsgrove Sports and Physical Activity Strategy <b>Key: No</b>	Cabinet 4 Sep 2019	This item has slipped from 10 January 2018 due to changes in the way activity levels are monitored by Sports England.	Report of the Head of Leisure and Culture	Dave Cove, Interim Head of Leisure and Cultural Services  Councillor P. J. Whittaker

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Budget Framework Report <b>Key:</b> No	Cabinet 4 Sep 2019		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673
Finance Monitoring Quarter Report <b>Key:</b> No	Cabinet 4 Sep 2019		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673
National Waste Strategy - Implications for Bromsgrove District Council Services <b>Key:</b> No	Cabinet Not before 4th Sep 2019		Report of the Head of Environmental Services	Guy Revans, Head of Environmental Services Tel: 01527 64252 ext 3292  Councillor M. A. Sherrey
Performance Report - Help me Live My Life independently <b>Key:</b> No	Cabinet 4 Sep 2019		Report of the Deputy Chief Executive	Tracy Beech, Policy Officer Tel: 01527 64252

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Review of the Customer Access and Financial Support Service <b>Key: No</b>	Cabinet 4 Sep 2019 Council 25 Sep 2019	This report may contain exempt information and therefore might need to be considered in private session.	Report of the Executive Director of Finance and Corporate Resources	Jayne Pickering, Executive Director (Finance and Corporate Resources) Tel: 01527 881207  Councillor B. T. Cooper
Review of the Council Tax Support Scheme <b>Key: No</b>	Cabinet 4 Sep 2019 Council 25 Sep 2019		Report of the Executive Director of Finance and Corporate Resources	David Riley, Revenue Services Manager Tel: 01527 64252  Councillor B. T. Cooper
Fees and Charges 2020/21 <b>Key: No</b>	Cabinet 23 Oct 2019 Council 20 Nov 2019		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Medium Term Financial Plan <b>Key:</b> No	Cabinet 23 Oct 2019		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673
Domestic Abuse Policy - Identifying Abuse and Responding Effectively <b>Key:</b> No	Cabinet 23 Oct 2019 Council 20 Nov 2019		Report of the Head of Community Services	Bev Houghton, Community Safety Manager Tel: 01527 64252
Finance Monitoring Quarter 2 Report <b>Key:</b> No	Cabinet 4 Dec 2019			Chris Forrester, Financial Services Manager Tel: 01527 881673
Medium Term Financial Plan <b>Key:</b> No	Cabinet 4 Dec 2019		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Performance Report - Provide Good Things for me to see, do and visit <b>Key:</b> No	Cabinet 4 Dec 2019		Report of the Executive Director, Finance and Resources	Tracy Beech, Policy Officer Tel: 01527 64252
Council Tax Base 2020/21 <b>Key:</b> No	Cabinet 15 Jan 2020  Council 22 Jan 2020		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673
Medium Term Financial Plan <b>Key:</b> No	Cabinet 15 Jan 2020		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673
Performance Report - Help me to find somewhere to live in my locality <b>Key:</b> No	Cabinet 15 Jan 2020		Report of the Deputy Chief Executive	Tracy Beech, Policy Officer Tel: 01527 64252

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Capital Programme 2020/21 <b>Key:</b> No	Cabinet 12 Feb 2020 Council 26 Feb 2020		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673
Medium Term Financial Plan - 2020/21 - 2023/24 <b>Key:</b> No	Cabinet 12 Feb 2020 Council 26 Feb 2020		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673
Pay Policy Statement 2020/21 <b>Key:</b> No	Cabinet 12 Feb 2020 Council 26 Feb 2020		Report of the Executive Director, Finance and Resources	Becky Talbot, Human Resources and Development Manager Tel: 01527 64252

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Finance Monitoring Quarter 3 Report <b>Key: No</b>	Cabinet 18 Mar 2020		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673
Performance Report - Keep any place safe and looking good <b>Key: No</b>	Cabinet 18 Mar 2020		Report of the Deputy Chief Executive	Tracy Beech, Policy Officer Tel: 01527 64252