



BROMSGROVE DISTRICT COUNCIL

MEETING OF THE SCRUTINY BOARD

TUESDAY 13TH JULY 2010, AT 6.00 P.M.

COMMITTEE ROOM, THE COUNCIL HOUSE, BURCOT LANE, BROMSGROVE

MEMBERS: Councillors D. L. Pardoe (Chairman), C. B. Taylor (Vice-Chairman),
A. N. Blagg, R. J. Deeming, C. R. Scurrall and C. J. Tidmarsh

AGENDA

1. To receive apologies for absence
2. Declarations of Interest and whipping arrangements
3. To confirm the accuracy of the minutes of the meeting of the Scrutiny Board held on 10th June 2010 (Pages 1 - 4)
4. Overview & Scrutiny Proposal - The Future of BURT (Pages 5 - 12)
5. Work Programme 2010/11 (Pages 13 - 26)
6. To consider any other business, details of which have been notified to the Head of Legal, Equalities and Democratic Services prior to the commencement of the meeting and which the Chairman considers to be of so urgent a nature it cannot wait until the next meeting

K. DICKS
Chief Executive

The Council House
Burcot Lane
BROMSGROVE
Worcestershire
B60 1AA

2nd July 2010

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BROMSGROVE DISTRICT COUNCIL

MEETING OF THE SCRUTINY BOARD

THURSDAY, 10TH JUNE 2010 AT 6.00 P.M.

PRESENT: Councillors A. N. Blagg, D. L. Pardoe, C. R. Scurrall, C. B. Taylor and C. J. Tidmarsh

Officers: Ms. J. Pickering, Mrs. S. Sellers, Mr. M. Carr and Ms. A. Scarce

1/10 **ELECTION OF CHAIRMAN**

RESOLVED that Councillor D. L. Pardoe be elected as Chairman of the Board for the ensuing municipal year.

2/10 **ELECTION OF VICE-CHAIRMAN**

RESOLVED that Councillor C. B. Taylor be elected as Vice-Chairman of the Board for the ensuing municipal year.

3/10 **APOLOGIES**

An apology for absence was received from Councillor R. J. Deeming. It was noted that a nomination to the Board had not yet been received from the Labour Group.

4/10 **DECLARATIONS OF INTEREST AND WHIPPING ARRANGEMENTS**

No declarations of interest or whipping arrangements were received.

5/10 **MINUTES**

The Minutes of the meeting of the Scrutiny Board held on 22nd April 2010 were submitted. The Chairman brought Members attention to a small discrepancy at Minute No. 88/09 in respect of 17.9c.

RESOLVED that the minutes be approved as a correct record.

6/10 **DRAFT REPORT OF THE IMPROVING RESIDENTS' SATISFACTION TASK GROUP (TASK GROUP CHAIRMAN: COUNCILLOR S. R. COLELLA)**

The Chairman of the Task Group gave a brief summary of the Task Group's aims and objectives and how he hoped these would be achieved through the implementation of the recommendations and gave specific reference to the diagrams within the Executive Summary of the report, which highlighted the areas which were covered by the recommendations.

The Chairman of the Task Group took the opportunity to thank fellow Members of the Task Group and the Committee Services Officer for their hard work and support. The Task Group Chairman confirmed that the draft report had been presented to both the Corporate Management Team and Leader's Group and, if approved at this meeting, would be presented to Cabinet on 30th June 2010.

The following points were raised by the Board:

- The important role that Councillors should play in improving residents' satisfaction.
- That everyone involved with the Council should be involved in order to make a difference.
- Work should be carried out to promote the good things that the Council does.
- Ensure that all parts of the district feel that they "belong" to Bromsgrove District Council.

After discussion it was agreed that Recommendation 1 needed to be amended and that Recommendation 3a would be incorporated within Recommendation 3.

The Board thanked the Task Group Chairman, Members and Committee Services Officer for the report and thanked the Portfolio Holder for his comments and support of the report.

RESOLVED:

- (a) that subject to the minor amendments requested during the meeting, the report and recommendations be approved; and
- (b) that the report be submitted to Cabinet for approval of the recommendations.

7/10 **CALL-IN PROCEDURE REVIEW - UPDATE REPORT**

The Board considered the Legal Team's comments on the proposed amendments to the Call-In Procedure, which had been put forward at the Scrutiny Board meeting held on 22nd April 2010. The Board agreed a small amendment at 17.4 of the Call-In procedure.

The Senior Solicitor reminded Members that any changes to the Constitution need to be approved by the Full Council. After further discussion it was

RESOLVED that the points raised by the Board in relation to changes to the call-in procedure be referred to the Monitoring Officer for consideration as part of the next review of the Council's Constitution.

8/10

OVERVIEW & SCRUTINY PROPOSAL - ALMSHOUSES (UPDATE REPORT)

Members considered the report prepared by the Senior Solicitor following their request for further information by the Board at the meeting held on 23rd March 2010. It was confirmed that the Council does not have any statutory responsibilities to residents of almshouses. It was considered that the scrutiny request completed by a member of the public was of a personal nature and therefore it would not be appropriate for the Board to investigate it further.

RESOLVED:

- (a) that the report be noted;
- (b) that the Legal Team liaise with the Strategic Housing Team and write appropriately to the member of the public concerned; and
- (c) that the Board take no further action.

The meeting closed at 6.45 p.m.

Chairman

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SCRUTINY INVESTIGATION PROPOSAL

Relevant Portfolio Holder	Councillor Mike Webb – Portfolio Holder for Community.
Relevant Head of Service for Overview and Scrutiny	Claire Felton – Head of Legal, Equalities and Democratic Services
Non-Key Decision	

1. SUMMARY OF PROPOSALS

- 1.1 An Overview and Scrutiny Proposal Form relating to the Future of Bromsgrove Urban and Rural Transport (BURT) has been completed by Councillor C. R. Scurrall, which the Board needs to consider.

2. RECOMMENDATIONS

- 2.1 That the Board considers the completed proposal form (at Appendix 1), and agrees to one of the following:
- (a) that the topic is included on the work programme and the Board undertakes the investigation;
 - (b) that the topic is included on the work programme and a Task Group is established to undertake a more in-depth investigation (if this option is agreed, membership forms would be sent out to all non-Cabinet members and completed forms, along with a completed overview and scrutiny exercise scoping checklist would be considered at the next meeting);
 - (c) that further information be requested from a relevant source before deciding whether or not further investigation is required; or
 - (d) decides to take no further action.

3. BACKGROUND

- 3.1 An Overview and Scrutiny Proposal Form relating to the Future of BURT submitted by Councillor C. R. Scurrall is attached at Appendix 1 for the Board to consider and discuss.
- 3.2 If the Board decides that it does wish to investigate this topic further, it then needs to decide whether it is appropriate for the Board itself to undertake the investigation or whether a more in-depth investigation is required and a task group established.
- 3.3 Another option is for the Board to request further information on the topic from a relevant source to assist Members to decide whether an investigation is required.

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3.4 Alternatively, the Board could decide that it is not a topic it wishes to investigate, in which case no further action would be required.

4. KEY ISSUES

4.1 Consideration if the topic proposed is feasible for investigation and a high priority.

5. FINANCIAL IMPLICATIONS

5.1 There are no financial implications directly relating to this report, however, if the proposal is accepted, any implications would be considered as part of any subsequent investigation undertaken.

6. LEGAL IMPLICATIONS

6.1 There are no legal implications directly relating to this report, however, if the proposal is accepted, any implications would be considered as part of any subsequent investigation undertaken.

7. POLICY IMPLICATIONS

7.1 None.

8. COUNCIL OBJECTIVES

8.1 This report does not directly link to the Council Objectives.

9. RISK MANAGEMENT INCLUDING HEALTH & SAFETY CONSIDERATIONS

9.1 There are no risk management issues directly relating to this report, however, if the proposal is accepted, any implications would be considered as part of any subsequent investigation undertaken.

10. CUSTOMER IMPLICATIONS

10.1 There are no customer implications directly relating to this report, however, if the proposal is accepted, any implications would be considered as part of any subsequent investigation undertaken.

11. EQUALITIES AND DIVERSITY IMPLICATIONS

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11.1 There are no implications directly relating to this report for the Council's Equalities and Diversity Policies, however, if the proposal is accepted, any implications would be considered as part of any subsequent investigation undertaken.

12. VALUE FOR MONEY IMPLICATIONS, PROCUREMENT AND ASSET MANAGEMENT

5.1 There are no value for money implications directly relating to this report, however, if the proposal is accepted, any implications would be considered as part of any subsequent investigation undertaken.

13. CLIMATE CHANGE, CARBON IMPLICATIONS AND BIODIVERSITY

13.1 There are no climate change, carbon implications and biodiversity implications directly relating to this report, however, if the proposal is accepted, any implications would be considered as part of any subsequent investigation undertaken.

14. HUMAN RESOURCES IMPLICATIONS

14.1 None for the purpose of this report.

15. GOVERNANCE/PERFORMANCE MANAGEMENT IMPLICATIONS

15.1 None for the purpose of this report,

16. COMMUNITY SAFETY IMPLICATIONS INCLUDING SECTION 17 OF CRIME AND DISORDER ACT 1998

16.1 None for the purpose of this report.

17. HEALTH INEQUALITIES IMPLICATIONS

17.1 None for the purpose of this report.

18. LESSONS LEARNT

18.1 Not applicable for the purpose of this report.

19. COMMUNITY AND STAKEHOLDER ENGAGEMENT

19.1 None for the purpose of this report.

20. OTHERS CONSULTED ON THE REPORT

Portfolio Holder	Yes
Chief Executive	No
Executive Director (S151 Officer)	No
Executive Director – Leisure, Cultural, Environmental and Community Services	No
Executive Director – Planning & Regeneration, Regulatory and Housing Services	No
Director of Policy, Performance and Partnerships	Yes
Head of Service	Yes
Head of Resources	No
Head of Legal, Equalities & Democratic Services	No
Corporate Procurement Team	No

21. WARDS AFFECTED

All Wards

22. APPENDICES

Appendix 1 Overview and Scrutiny Proposal Form

23. BACKGROUND PAPERS

None.

24. KEY

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None.

AUTHOR OF REPORT

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Tel: 01527 881407

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Overview and Scrutiny

Topic Proposal Form

Name of Proposer: <u>Cressbourne</u>		Contact Address: _____ _____ _____ _____	
Telephone number: <u>876485</u>		_____ _____ _____	
E Mail: <u>C.Scrutiny@Bromsgrove.gov.uk</u>			
Title of Proposed Topic:			
Specific subject areas to be investigated:		<u>FUTURE OF JORDY</u>	
Reasons why this subject should be considered:		<u>NOT A STRATEGY BODY</u>	
Evidence to support the need for this particular investigation:		<u>COST OF MAIN ZONES / EXPANSION OF JORDY</u>	
Council priorities it links to:		<u>?</u>	
Possible key outcomes: (i.e. what do you anticipate could be achieved?)		<u>DECISION ON JORDY?</u>	

Please indicate if any of the following apply to the proposed subject area:

CRITERIA	NO	YES	Why?
Is it a priority issue for the Council or the Local Strategic Partnership?	X		
Is it an important issue for local residents?	X		
Is it a topic where Overview and Scrutiny could feasibly and constructively make recommendations?		X	
Is it a topic where external review would be helpful?			?
Is it a topic where a review could be made in time to make recommendations for the executive decision making process?		X	
Is it a poorly performing service?			
Is it a review that could render significant savings or value for money?		X	
Is the topic strategic in scope?		X	



Bromsgrove
District Council
www.bromsgrove.gov.uk

Please return completed forms to: **Scrutiny Officer**, Committee Section,
Legal, Equalities and Democratic Services, Bromsgrove District Council

Email: scrutiny@bromsgrove.gov.uk

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BROMSGROVE DISTRICT COUNCIL

SCRUTINY BOARD

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SCRUTINY BOARD WORK PROGRAMME 2010-2011

Responsible Portfolio Holder	Cllr G. N. Denaro
Responsible Head of Service	Claire Felton – Head of Legal, Equalities and Democratic Services
Non-Key Decision	

1. SUMMARY

- 1.1 This report presents the new Scrutiny Board Work Programme arising from the Joint Overview and Scrutiny Board Work Planning on 15th June 2010 and outlines the process and rationale for the Overview and Scrutiny Work planning process for 2010-2011.
- 1.2 Overview and Scrutiny is a vehicle for non-executive elected Members of the Council to engage in the local decision making process. The objective of the work planning process is to identify key issues for consideration where Overview and Scrutiny can make a constructive impact upon the local democratic decision making process, to help the Council and its community partners achieve their vision and objectives and promote community well being.

2. RECOMMENDATIONS

- 2.1 Members of the Scrutiny Board are requested to:
- note the Overview and Scrutiny work planning process for 2010-2011;
 - agree the Scrutiny Board Work Programme for 2010-2011 (as set out in Appendix 1);
 - identify evidence to be considered for each item on the agreed work programme.

3. BACKGROUND

- 3.1. The role of the Scrutiny Board is to review Council and community services, to hold the Executive to account and to make recommendations for improvement. It takes a post-decision role and concentrates on service review and decisions already taken by the Cabinet, to help the Council and community partners achieve their objectives and to provide greater democratic probity. The Board is made up of 7 elected councillors, which currently includes one vacancy.
- 3.2. The Council Constitution requires that the Scrutiny Board agree its own work programme and the topics prioritised by Members at the Joint

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Overview and Scrutiny Board 15th June 2010 are now presented to the Overview Board for ratification.

- 3.3. The Overview and Scrutiny Work Programme for the remainder of 2010/2011 has now been drawn up and scheduled around the remaining meetings for this municipal year.
- 3.4. In order to identify the key issues for Overview and Scrutiny and to make the process inclusive, possible items for future scrutiny work have been identified in a variety of ways:
- ❖ Members of the Board have been asked to submit proposals for Overview and Scrutiny
 - ❖ The Corporate Management Team (CMT) have been asked to identify key issues for Overview and Scrutiny,
 - ❖ The LSP have been asked to identify key issues for Overview and Scrutiny,
 - ❖ The Overview Board and the Scrutiny Board have considered their work programmes and identified topics
 - ❖ The Council's Forward Plan and has been taken into account.
- 3.5. Suggested topics have been put forward by elected members, by CMT and by the Bromsgrove Partnership. No topics have been submitted recently by members of the public. Members of the public and elected Councillors may also submit proposals at any time during the year.
- 3.6. The Joint Overview and Scrutiny Board on 15th June 2010 were asked to consider the suggested topics and to prioritise them. The priority topics identified will be scheduled and timetabled around the scheduled meetings for 2010/2011, according to available time and resources.

Prioritising topics

- 3.7. It is important for Overview and Scrutiny Members to carefully prioritise the issues that they wish to include on the scrutiny work programme. The Joint Overview and Scrutiny Board 15th June 2010 discussed the suggestions and prioritised them according to the guidance criteria.
- 3.8. The following queries were used as guidance criteria:
- ❖ Is it a priority issue for the Council or the Local Strategic Partnership?
 - ❖ Is it an important issue for local residents?
 - ❖ Is it a topic where Overview and Scrutiny could feasibly and constructively make recommendations?

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- ❖ Is it a topic where external review would be helpful?
 - ❖ Is it a topic where a review could be made in time to make recommendations for the executive decision making process?
 - ❖ Is it a poorly performing service?
 - ❖ Is it a review that could render significant savings or value for money?
 - ❖ Is the topic strategic in scope?
- 3.9. Selected topics do not need to answer “yes” to all of these criteria, but they should be used as a way of determining priorities.
- 3.10. Members are also asked to consider the objectives of the topic, i.e. what the Overview and Scrutiny investigation is trying to achieve and is it achievable within the timescale available.
- 3.11. The Overview and Scrutiny Work Programme should include a balance of different types of topics, including short, medium and long term investigations. Some topics could be considered at one-off, 'select committee' style meetings; others may be more in-depth investigatory scrutiny exercises. There should ideally be a mix of topic themes across the Council and community partner services and reflecting the different Council and LSP priority areas.
- 3.12. Using the criteria above, Members were asked to prioritise the topics as:
- ❖ “**High**”,
 - ❖ “**Medium**” or
 - ❖ “**Low**”.
- 3.13. Members were asked to identify no more than **8 “High”** priority topics. These were divided between the Overview Board, the Scrutiny Board and the Joint Overview and Scrutiny Board (see Allocation of Topics below). These topics will be given greatest priority and will definitely be scheduled.
- 3.14. The remaining topics will be scheduled in order of priority. As it will not be possible to consider all topics during the year, the prioritised topics will tend to be scheduled first and lower priority topics will be held in reserve. Topics not considered in 2010-2011 may be scheduled for 2011-2012 or reconsidered in the work planning process.

Allocation of Topics

- 3.15. Topics are allocated to the Overview Board, the Scrutiny Board or the JOSB. Overview and Scrutiny investigations may be carried out through Task Group working groups, which meet outside of the formal committee

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process to investigate particular issues and report back to one of the main Overview and Scrutiny Boards with a report and recommendations.

- 3.16. Topics vary in size and scope, but it is advised that generally no more than 1 in depth investigation be allocated to each Board. Members will need to take a realistic view as to how many in depth investigations it is possible to operate at one time given the level of resources needed both in terms of Member time and officer support. It is suggested that any issues relating to the number of topics be addressed by consultation between the Chairmen of the Boards and the Head of Legal Equalities and Democratic Services.
- 3.17. The allocation of topics should allow room for additional items to be added during the municipal year, although it is advised that this be avoided as far as possible and key issues identified in advance. Additional items may arise from a Call In of a Cabinet Decision, a Councillor Call for Action, a topic proposal submission, referral from The Council or Leader and Cabinet, petitions or a joint overview and scrutiny committee proposal from another local authority's scrutiny committee.
- 3.18. The Overview and Scrutiny Boards will ratify their work programmes at the Scrutiny Board 13th July 2010, the Overview Board 29th June 2010 and the Joint Overview and Scrutiny Board in July 2010.

Scoping and Planning Topics

- 3.19. The issues identified for consideration should also be defined to give a precise definition of the area for review. Suggested topics may be rationalised where there are similar themes in two or several suggestions or where a suggested topic may contain more than one issue for consideration.
- 3.20. Initially, Members are asked to consider the *title* and *description* of the topics.
- 3.21. Secondly, Members are asked to consider and identify the precise aims and objectives for review, as well as possible outcomes, evidence to be considered and other details for each topic.
- 3.22. This is an opportunity for Members to identify what evidence they wish to consider for each chosen topic. Evidence may include:
- ❖ Witnesses – people who can talk to the committee about the chosen topic. These may be service users, interest groups, voluntary groups,

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other service providers, partner agencies, experts in the field or officers of the Council.

- ❖ Documentary evidence – this may include background papers, written testimonials, academic research, government guidance, officer reports etc.
- ❖ Site visits – places where Members should visit as part of their investigation, e.g. looking at service delivery on the ground, visiting other service providers, looking at physical environments and places etc.

3.23. In planning their Work Programme Members should also consider and identify:

- **Key stakeholders**
 - Decision makers (e.g. the Cabinet)
 - Partner Agencies
 - Lead Officers and Department
 - Service user representatives
 - Voluntary groups
 - Minority groups
- **Council / LSP Targets** – Any strategic targets that the issues relate to including CAA targets and LAA targets and any other corporate or community targets which may be relevant.
- **Key Background Papers** – Strategic plans, Government legislation or guidance, Council policies etc. that are relevant to the policy and services concerned.

3.24. Priority topics will be scheduled with the meetings for the 2010/2011 municipal year and in line with resources. It is suggested that topics be planned over 2-3 Board meetings to allow for a structured “beginning”, “middle” and “end” for each topic.

4. FINANCIAL IMPLICATIONS

4.1 There are no budgetary implications arising from the recommendations in this report.

5. LEGAL IMPLICATIONS

5.1. The Local Government Act 2000 requires Councils operating Executive Arrangements to include one or more Overview and Scrutiny Committees

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within their Constitution, which may be composed of any councillors who are not on the Executive Committee of the Council.

- 5.2. Executive arrangements by a local authority must ensure that their overview and scrutiny committee has power (or their overview and scrutiny committees have power between them) to:
- a) to review or scrutinise decisions made, or other action taken, in connection with the discharge of any functions which are the responsibility of the executive,
 - b) to make reports or recommendations to the authority or the executive with respect to the discharge of any functions which are the responsibility of the executive,
 - c) to review or scrutinise decisions made, or other action taken, in connection with the discharge of any functions which are not the responsibility of the executive,
 - d) to make reports or recommendations to the authority or the executive with respect to the discharge of any functions which are not the responsibility of the executive,
 - e) to make reports or recommendations to the authority or the executive on matters which affect the authority's area or the inhabitants of that area.

6. POLICY IMPLICATIONS

- 6.1. This process concurs with existing council policy for the overview and scrutiny work planning process as outlined in Part 4 of the Council Constitution.

7. COUNCIL OBJECTIVES

- 7.1 Overview and Scrutiny links to Council Objective Two: Improvement and Council Objective Three: One Community.

8. RISK MANAGEMENT INCLUDING HEALTH & SAFETY CONSIDERATIONS

There are no direct risks associated with this report. Any risks associated with topics selected by the Overview Board will be addressed as part of the scrutiny exercises.

9. CUSTOMER IMPLICATIONS

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9.1 Overview and Scrutiny will contribute to improvement of service provision and community well being through the review of local council and community services. It will also aid accountability of local services to service users, council tax payers and other local residents through elected Members as Overview and Scrutiny is led by elected councillors.

10. EQUALITIES AND DIVERSITY IMPLICATIONS

10.1 Overview and Scrutiny will consider the equality and diversity implications of topics chosen for the Overview and Scrutiny Work Programme.

11. VALUE FOR MONEY IMPLICATIONS, PROCUREMENT AND ASSET MANAGEMENT

11.1 Value for money will be considered and encouraged through the Overview and Scrutiny process in the scrutiny review of local services.

12. CLIMATE CHANGE, CARBON IMPLICATIONS AND BIODIVERSITY

12.1 There are no direct climate change, carbon implication and biodiversity issues arising from this report, although these issues may be considered in relation to overview and scrutiny investigations undertaken.

13. HUMAN RESOURCES IMPLICATIONS

13.1 There are no HR implications arising from this report.

14. GOVERNANCE/PERFORMANCE MANAGEMENT IMPLICATIONS

14.1 The identification of worthwhile topics for consideration through the overview and scrutiny process in line with council and LSP objectives will help to improve the governance of the council and help to focus on performance improvement.

15. COMMUNITY SAFETY IMPLICATIONS INCLUDING SECTION 17 OF CRIME AND DISORDER ACT 1998

15.1 Overview and scrutiny committees now have the power and responsibility of scrutinising the Crime and Disorder Reduction Partnership. This function is undertaken by the Joint Overview and Scrutiny Board (JOSB). Suggestions for key crime and disorder issues will be useful in informing the work of the JOSB.

16. HEALTH INEQUALITIES IMPLICATIONS

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16.1 There are no health inequalities implications arising from this report.

17. LESSONS LEARNT

17.1 Evidence suggests that overview and scrutiny committees that are more focused on corporate and community objectives with worthwhile topics are able to make more of an impact and play a useful role in policy development and review.

18. COMMUNITY AND STAKEHOLDER ENGAGEMENT

18.1 Overview and scrutiny investigations can play a useful role of involving and consulting the public and community stakeholders in the development and review of council and community services.

19. OTHERS CONSULTED ON THE REPORT

Portfolio Holder	NO
Chief Executive	NO
Executive Director (S151 Officer)	NO
Executive Director – Leisure, Cultural, Environmental and Community Services	NO
Executive Director – Planning & Regeneration, Regulatory and Housing Services	NO
Director of Policy, Performance and Partnerships	NO
Head of Service	YES
Head of Resources	NO
Head of Legal, Equalities & Democratic Services	YES
Corporate Procurement Team	NO

BROMSGROVE DISTRICT COUNCIL

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13th July 2010

20. WARDS AFFECTED

All Wards

21. APPENDICES

Appendix One Scrutiny Board Work Programme

22. BACKGROUND PAPERS

None

AUTHOR OF REPORT

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SCRUTINY BOARD**WORK PROGRAMME****13TH JULY 2010**

This Work Programme consists of two sections: Items for future meetings (including updates) and Task Group Reviews.

RECOMMENDATIONS:

- (a) To consider and agree the work programme and update it accordingly.

ITEMS FOR FUTURE MEETINGS (INCLUDING UPDATES)

Subject	Date of Consideration	Other Information
Overview & Scrutiny Proposal – the Future of BURT	13th July 2010	To consider Overview & Scrutiny Proposal completed by Cllr Scurrell
Improving Residents' Satisfaction Task Group	28th September 2010	Cabinet response
Recommendation Tracker - <i>Permanent Item</i> -	28th September 2010	A quarterly report monitoring the implementation of scrutiny recommendations.
Report from the quarterly meeting between the Leader and Chairman of Scrutiny Board - <i>Permanent Item</i> –	28th September 2010	Verbal update on discussion between Chairman of the Scrutiny Board and the Leader due to be considered by the Board.
Street Trading Consent Policy	26th October 2010	At the Scrutiny Board Meeting held on 24th November 2009 when this item was first considered, Members asked for an update report after this policy had been in place for 6 months.
The Annual Bonfire Event	25th January 2011 & 24th February 2011	Members requested detailed breakdown of 2010 event, following proposal submitted by Cllr Duddy at Board meeting on 25th February 2010.
Recommendation Tracker - <i>Permanent Item</i> -	25th January 2011	A quarterly report monitoring the implementation of scrutiny recommendations.
The Place Survey	TBC	Identified as a high priority – possible scope to widen topic to include Performance Management post abolition of CAA.

Appendix 1

Shared Services	TBC	Identified as a high priority – Members to identify particular areas to investigate and consider possible joint scrutiny with RBC. May require ongoing monitoring arrangements.
The Corporate Safeguarding Policy (Children and Vulnerable Adults)	TBC	Identified as a high priority - Draft policy agreed at Cabinet on 2nd December 2010.
Community Engagement Strategy	TBC	Identified as a medium priority – to review the strategy and community forums.
Economic Development Strategy	TBC	Identified as a medium priority – review the strategy to see if it reflects the local employment needs, matches current skill sets and fits with the current character and culture of the district.
Council Procurement Policy	TBC	Identified as a medium priority – to consider the policy and procedures for Council procurement, including contract and procedure rules and tendering policy.
Call-In Procedure Review	19th April 2011	It states in the Constitution that the provisions relating to call-in and urgency should be monitored annually. Therefore, the Scrutiny Board will need to review the process to ensure it is fit for purpose.
Recommendation Tracker - Permanent Item -	19th April 2011	A quarterly report monitoring the implementation of scrutiny recommendations.

SCRUTINY TASK GROUP REVIEWS

Task Group	Date of Review (when Task Group is due to reconvene)
Refuse and Recycling (including VFM)	July 2010
Improving Residents' Satisfaction	July 2011

Future Scrutiny Board Meeting Dates:

Tuesday 28th September 2010

Tuesday 26th October 2010

Tuesday 25th January 2011

Thursday 24th February 2011

Tuesday 22nd March 2011

Tuesday 19th April 2011

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