



BROMSGROVE DISTRICT COUNCIL

MEETING OF THE SCRUTINY BOARD

TUESDAY 28TH SEPTEMBER 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, C. J. Tidmarsh and R. D. Smith

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 13th July 2010 (Pages 1 - 4)
4. Cabinet Response - Improving Residents' Satisfaction Task Group (Task Group Chairman: Councillor S. R. Colella) (Pages 5 - 8)
5. Travel Concessions - Verbal Update from Head of Community Services
6. The Future of Bromsgrove Urban and Rural Transport (BURT) (Pages 9 - 14) (Briefing Paper - Information requested by Board following submission of Overview & Scrutiny Proposal Form by Councillor C. R. Scurrall. Head of Community Services to attend.)
7. Overview & Scrutiny Proposal - Use of Bus Passes (submitted by Councillor C. R. Scurrall) (Pages 15 - 22)
8. Overview & Scrutiny Proposal - Planning Enforcement (submitted by Councillor C. R. Scurrall) (Pages 23 - 30)
9. Countywide Joint Flooding Task Group - Update (Pages 31 - 32)

10. Scrutiny Board Quarterly Recommendation Tracker (Pages 33 - 50)
11. Verbal update on the Chairman's quarterly meeting with the Leader
12. Discuss Questions for witnesses attending meeting on 26th October 2010
13. 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

17th September 2010

Agenda Item 3

BROMSGROVE DISTRICT COUNCIL

MEETING OF THE SCRUTINY BOARD

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

PRESENT: Councillors D. L. Pardoe (Chairman), A. N. Blagg, C. R. Scurrall and C. J. Tidmarsh

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

10/10 **APOLOGIES**

Apologies for absence were received from Councillors R. J. Deeming and C. B. Taylor.

11/10 **DECLARATIONS OF INTEREST AND WHIPPING ARRANGEMENTS**

No declarations of interest or whipping arrangements were received.

12/10 **MINUTES**

The Minutes of the meeting of the Scrutiny Board held on 10th June 2010 were submitted.

RESOLVED that the minutes be approved as a correct record.

13/10 **OVERVIEW & SCRUTINY PROPOSAL - THE FUTURE OF BURT**

The Board considered a topic proposal by Councillor C. Scurrall on the future of Bromsgrove Urban and Rural Transport (BURT). Members discussed the financial implications of providing this service, particularly in the difficult financial context, whether the Council had a statutory duty to provide this facility and the provision of public transport generally in the district. The Executive Director, Finance and Resources advised Members that a budget bid would have been put forward for the service for consideration in the Medium Term Financial Plan and that as the service had not yet been running for a year it may be more appropriate to consider the matter when the next budget bid was submitted.

The following questions were raised:

- What was the financial investment made to set up the service?
- What are the current running costs (i.e. cost of the driver and maintenance of the vehicle) and any revenue received?

- Can a summary of the journeys made be provided? (i.e. does the service concentrate on Bromsgrove Town Centre or does it pick up residents in Hagley, Wythall, Rubery and Alvechurch for example.)
- What is the take up of the service?
- Redditch Borough Council provided a similar service with a larger number of vehicles. Has consideration been given to combining the two services?

After further discussion it was

RESOLVED that further information and responses to the questions raised by the Board be provided by the Head of Community Services, at the Scrutiny Board meeting to be held on 28th September 2010.

14/10 **WORK PROGRAMME 2010/11**

The Board considered a report on the Scrutiny Board Work Programme 2010/11.

Members discussed the Quarterly Recommendation Tracker which would be brought to the meeting of the Scrutiny Board on 28th September 2010. Officers confirmed that many of the Cabinet decisions/Scrutiny recommendations on the Tracker referred to the Refuse and Recycling (VFM) Task Group, which was due to be reviewed in July 2010. A detailed response would be requested from the Head of Environmental Services for the next meeting.

The Board discussed the implementation of the Street Trading Consent Policy. Members also raised individual issues they had referred to the Licensing Team in respect of this policy, which had not been addressed. The Executive Director, Finance and Resources asked for details of these to be emailed to Officers, in order to investigate the issues further.

Members also made the following points:

- The Place Survey continued to be a high priority topic for consideration but in light of the recent changes may have to be adapted.
- Shared Services – Members felt that although this was an important issue, it was still at the early stages of implementation. The Executive Director, Finance and Resources suggested that a good starting point for review would be when the senior management team had been in post for 12 months. Members agreed that this item would be considered in early 2011.
- The Corporate Safeguarding Policy (Children and Vulnerable Adults) should remain a high priority and also be considered in more detail later in the year, or early 2011.

The Board also considered the medium priority items and agreed that these should be held in “reserve” for the time being and looked at in more detail if there was sufficient time when the high priority topics had been considered.

RESOLVED:

- (a) that the Overview and Scrutiny work planning process for 2010/11 be noted; and
- (b) that the Scrutiny Board Work Programme for 2010/11 (as set out in Appendix 1) is agreed.

The meeting closed at 6.55 p.m.

Chairman

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Cabinet Response to the Improving Residents' Satisfaction Task Group Scrutiny Report

Introduction

At the Cabinet meeting on 30th June 2010 consideration was given to the report of the Improving Residents' Satisfaction Task Group.

The Chairman of the Task Group, Councillor S. R. Colella introduced the report and referred to the results of the latest Place Survey which had indicated a low level of satisfaction with services provided by the Council. Councillor Colella explained that the Task Group had looked in detail at the survey results and identified ways of improving residents' perception, including highlighting areas where the Council was performing well.

The Cabinet was in agreement with the recommendations but it was highlighted that there were financial implications in respect of some of the recommendations and that these would need to go through the normal budget process.

The Cabinet also felt there needed to be close working between relevant Heads of Service and their officers to extend existing work programmes in order to undertake the work arising from the recommendations.

Response to recommendations

Please find below responses to the recommendations contained within the scrutiny report:

Recommendation 1

That Cabinet understand that achieving a high level of satisfaction is a combination of visible outcomes, good customer service, regular and clear communication and public engagement and requires all aspects of the Council to be fully committed and working to the same outcomes.

The Cabinet approved this recommendation

Implementation Date: On-going. New Head of Customer Service started in August 2010.

Recommendation 2

That MORI be invited to present the findings of the Place Survey to Corporate Management Team, Officers and all Members to demonstrate what are the current perceptions of the Council's services, where they stand in relation to councils with similar demographic and geographic characteristics and where the Council should actually be.

The Cabinet approved this recommendation.

Implementation Date: Place Survey now abolished. No longer applicable.

Recommendation 3

That a small corporate working group (officers) be set up to support the delivery of corporate communications in a standard style for the Council's priority campaigns and develop closer working with the lead teams so that the Communications Team are more involved from the beginning of campaigns.

The Cabinet approved this recommendation

Implementation Date: January 2011.

Recommendation 3(a)

That the Council ensures it receives credit for its work through strict brand management and enforced brand and style guidelines.

The Cabinet approved this recommendation

Implementation Date: A full review will be carried out in January 2011.

Recommendation 4

That internal communication is kept high on the agenda, particular in the light of the shared services and strict budget control. This should also include the regular communication of the Council's achievements to staff.

The Cabinet approved this recommendation.

Implementation Date: On-going. Each Staff Forum now includes a section on achievements and the Council has a separate Shared Services communications plan.

Recommendation 4(a)

That in order to improve residents' satisfaction with the Council's services regular newsletters be provided to Parish Councils and businesses and Portfolio Holders along with Officers playing a greater visible role in their area of customer interface.

The Cabinet approved this recommendation.

Implementation Date: December 2010.

Recommendation 4(b)

That a web design style is created that is user friendly and embraces the principles of writing in "plain English".

The Cabinet approved this recommendation.

Implementation Date: Customer First Part 4 training will concentrate on "plain English". Training to take place in 2011/12, date to be confirmed.

Recommendation 5

That a review of the use of the Council's crest and Building Pride logo be carried out in order to increase their usage and promote the message behind them throughout all Council departments and services.

The Cabinet approved this recommendation.

Implementation Date: A full review will be carried out in January 2011.

Recommendation 6

That the Communications Team work more closely with Cabinet, through the Communications Plan in order to identify any difficult decisions at an early stage in order to involve residents as soon as possible.

The Cabinet approved this recommendation.

Implementation Date: October 2010

Recommendation 7

That the Council Aim for Excellence with Customer Service, to include Customer First parts 4, 5 and 6 and by providing the relevant training to all staff.

The Cabinet approved this recommendation.

Implementation Date: the new Head of Customer Service has recently taken up the post and is currently developing a Customer Service Strategy, which will include a proposed date for this.

Recommendation 7(a)

That the Director of Policy, Performance and Partnership and the new Head of Customer Service work together to co-ordinate detailed customer feedback on services from both external and internal customers, which will enable the Council to understand how they are doing, what they must do better, why particular services are not used or why customers may have stopped using the service.

The Cabinet approved this recommendation.

Implementation Date: September 2011

The Leader thanked the Task Group on behalf of the Cabinet for an excellent report.

Councillor Roger Smith
Portfolio Holder for Community Cohesion and Engagement

Agenda Item 6

BRIEFING NOTE FOR SCRUTINY BOARD MEETING **28TH SEPTEMBER 2010**

Bromsgrove Urban and Rural Transport (BURT)

Background

Bromsgrove District Council have entered into a Service Level Agreement with Bromsgrove WRVS, to provide minibus transport for residents of the District with limited personal mobility or who are unable to use conventional transport services.

The period of the agreement was for two and a half years, commencing from 1st September 2009 to 31st March 2012, however the agreement may be terminated by either party by giving 3 months notice in writing.

Financial Investment in Setting up the Service

A full cost breakdown for the service can be seen on the attached **Appendix 1**. In summary for 2009/10, the Council had allocated £75,000 of capital to purchase the required vehicle. However decisions were made at the time to invest in a second hand bus at a value of £14,750. The remaining capital was put back into balances for 2010/11. The revenue budget for 2009/10 was £30,000. However this budget was underestimated resulting in a small over spend of £4,652 at year end.

Any income made by WRVS is netted off against the amount of recharge they make to the Council. This amount will vary depending on the number of journeys. Full details of passenger usage and income can be found in **Appendix 2**.

WRVS currently employ two part time office staff and two part time drivers.

Summary of the Journeys and take up

Location of Users	Age Profile	Total	Registrations	Total	Popular Destinations
Alvechurch	>30	3	September	25	Amphlett Hall
Barnt Green	>40	1	October	61	Crabtree Court
Belbroughton	>50	8	November	71	Dolphin Centre
Bournheath	>60	19	December	16	Edwin Court
Bromsgrove	>70	38	January	14	Gilbert Court
Burcot	>80	128	February	48	Little Heath Gdn Centre
Cofton Hackett	>90	134	March	32	Lowes Court
Fairfield	>100	25	April	25	Morrisons

Location of Users	Age Profile	Total	Registrations	Total	Popular Stops
Frankley	>110	1	May	20	Shenstone Court
Hagley			June	18	St Andrews B/Green
Hollywood			July	27	Webbs
Hopwood					Windsor Street (shops)
Marlbrook					
Romsley					
Rubery					
Stoke Prior					
Tutnall					
Wythall					
		357		357	

Future Service Delivery

Redditch Borough Council currently supports the BURT bus through a service and maintenance agreement. This also extends to the use of the spare Redditch Dial a Ride vehicle when the BURT bus is off the road. This relationship is critical for the BURT bus in order to allow continuity of service.

Given the closer working relationships between the two authorities and the existing links between BURT and Redditch Dial a Ride, there are opportunities for further integration and will be considered as part of the Council's Shared Services agenda.

Angela Heighway
Head of Community Services
15th September 2010

Appendix 1

BURT - Community Transport Budget Breakdown

2009/10

CAPITAL

£
75,000 Capital Budget

14,750 Vehicle - 12 seater wheelchair accessed vehicle - YJ04NDD
457 Equipment
598 Internal- Support Service Recharge
15,805 TOTAL

59,195 Underspend on Capital budget in 2009/10

2010/11

Nil Capital Budget

2009/10

REVENUE

£
30,000 Revenue Budget

978 Marketing/ Promotions
49 Printing- internal charges
502 Equipment
1,094 Vehicle Insurance
2,029 Repairs/ Maintenance
30,000 WRVS - including fuel
34,652 TOTAL

4652 Overspend compared to Original Budget in 2009/10

2010/11

REVENUE

£
38,200 Revenue Budget

229 Vehicle Insurance (April - June)
-742 Fuel - to be deducted off invoices
1,600 Repairs/ Maintenance and Inspections
1,087

Up to Period 5- AUGUST

The Repair costs are up to Period 5 - August so if it continued at the current rate it would potentially cost **£3,840** in repairs Insurance **£1,904** per year

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Appendix 2

Month	Kilometres	Variation	Dead KMs	Dead KMs %	Fares	Variation	Donations	Medical	Social	Day Care	Journeys	Variation	Passengers	Variation	Reg.WC.	Average fare per journey	Average fare per passenger	Revenue per KMs	Fuel	Fuel Cost	Fuel cost per journey	VCPK
September	457		204	45%	£14.00	Launch Month. Figures not included below	10						9			£1.40	£1.55	£0.03	63	£101.65	£10.16	£4.49
Month	Kilometres	Variation	Dead KMs	Dead KMs %	Fares	Variation	Donations	Medical	Social	Day Care	Journeys	Variation	Passengers	Variation	Reg.WC.	AFPJ	AFPP		Fuel	Fuel Cost	FOPJ	VCPK
October	1216		307	25%	£297.90		£4.30	10	30	43	157		83		12	£1.90	£3.59	£0.24	195	189.84	£1.21	£6.41
November	1129	-7%	292	24%	£372.60	25%	£30.50	14	43	45	181	15%	102	23%	29	£2.06	£3.65	£0.33	156	141.89	£0.78	£7.96
December	916	-19%	223	24%	£203.70	-45%	£40.10	12	21	41	144	-20%	74	-27%	2	£1.41	£2.75	£0.22	148	169.98	£1.18	£5.39
January	566	-38%	144	25%	£121.50	-40%	£30.60	2	10	37	97	-33%	49	-34%	0	£1.25	£2.48	£0.21	80	73.77	£0.76	£7.67
February	1097	94%	176	16%	£267.90	120%	£66.95	9	33	60	196	102%	102	108%	13	£1.66	£2.63	£0.24	145	166.13	£0.85	£6.60
March	1298	18%	224	17%	£434.60	62%	£64.00	10	66	58	235	20%	134	31%	4	£1.31	£3.24	£0.33	266	252.08	£1.07	£5.15
April	1273	-2%	195	15%	£419.60	-3%	£35.30	11	65	63	238	1%	139	3%	5	£1.76	£3.02	£0.33	159	155.82	£0.65	£8.17
May	1161	-9%	215	17%	£364.80	-13%	£57.55	5	61	62	237	0%	128	-8%	0	£1.54	£2.85	£0.31	196	227.35	£0.96	£5.11
June	1445	24%	288	20%	£335.40	-8%	£54.65	10	74	52	254	7%	136	6%	3	£1.32	£2.47	£0.23	177	174.13	£0.69	£8.30
July	1380	-4%	211	15%	£384.40	15%	£53.95	8	78	69	291	15%	155	14%	4	£1.32	£2.48	£0.28	177	174.13	£0.00	£8.30
August		#VALUE!				#VALUE!																#DIV/0!
September		#VALUE!				#VALUE!																#VALUE!
2009/10	11481		2275	20%	£3,202.40		£437.90	91	481	530	2030		1102		72	£1.58	£2.91	£0.28	1522	£1,550.99	£0.76	£7.40

Period	Kilometres	BSOG Kilometres	Dead Kilometres	Fuel Used
Oct-March	6222	4856	1366	990
April - Sept	5259	4350	909	532

Mean Passengers	110
Mean Journeys	203

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BROMSGROVE DISTRICT COUNCIL

SCRUTINY BOARD

28th September 2010

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 use of bus passes on early morning buses, 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 use of Bus Passes on early morning buses 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.

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

SCRUTINY BOARD

28th September 2010

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	Yes
Corporate Procurement Team	No

21. WARDS AFFECTED

All Wards

22. APPENDICES

Appendix 1 Overview and Scrutiny Proposal Form

23. BACKGROUND PAPERS

None.

24. KEY

BROMSGROVE DISTRICT COUNCIL

SCRUTINY BOARD

28th September 2010

None.

AUTHOR OF REPORT

Name: Michael Carr – Scrutiny Officer
E Mail: m.carr@bromsgrove.gov.uk
Tel: 01527 881407

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Overview and Scrutiny

Topic Proposal Form

Date: 19/7/10

Name of Proposer: Chris Scurrell Telephone number: 01527 876485 E Mail: c.scurrell@bromsgrove.gov.uk		Contact Address: 16 Yew Tree Lane Fairfield Bromsgrove B61 9LT
Title of Proposed Topic:	Bus Passes early morning availability	
Specific subject areas to be investigated:	Affordability of the availability of the pass before 9.30 am (not a statutory requirement)	
Reasons why this subject should be considered:	Potential cost saving in view of tight budgetary constraints facing BDC	
Evidence to support the need for this particular investigation:	Other Councils eg Birmingham and Malvern Hills passes only valid from 9.30	
Council priorities it links to:	Achieving balanced budget	
Possible key outcomes: (i.e. what do you anticipate could be achieved?)	Potential budget saving	

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?		<input checked="" type="checkbox"/>	To achieve balanced budget
Is it an important issue for local residents?		<input checked="" type="checkbox"/>	Not important to most residents
Is it a topic where Overview and Scrutiny could feasibly and constructively make recommendations?		<input checked="" type="checkbox"/>	For Budget 2011/2012
Is it a topic where external review would be helpful?		<input type="checkbox"/>	
Is it a topic where a review could be made in time to make recommendations for the executive decision making process?		<input checked="" type="checkbox"/>	For budget 2011/2012
Is it a poorly performing service?	<input checked="" type="checkbox"/>		Yes, in sense that bus passes cost this Council a lot of money (underfunded by central govt)
Is it a review that could render significant savings or value for money?		<input checked="" type="checkbox"/>	Perhaps 10% of cost of bus passes?
Is the topic strategic in scope?	<input checked="" type="checkbox"/>		



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

28th September 2010

SCRUTINY INVESTIGATION PROPOSAL

Relevant Portfolio Holder	Councillor Mrs. J Dyer M.B.E. – Portfolio Holder for Planning and Regeneration.
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 Planning Enforcement, 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 Planning Enforcement 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.

SCRUTINY BOARD

28th September 2010

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.

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

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

SCRUTINY BOARD

28th September 2010

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	Yes
Corporate Procurement Team	No

21. WARDS AFFECTED

All Wards

22. APPENDICES

Appendix 1 Overview and Scrutiny Proposal Form

23. BACKGROUND PAPERS

None.

SCRUTINY BOARD

28th September 2010

24. KEY

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>Chris Summers</u>	Contact Address: <u>16 Tans Lane</u>
Telephone number: <u>02033 82623</u>	<u>PHARLAD</u>
E Mail: <u>C.Summers@bt.com</u>	
Title of Proposed Topic: <u>Effectiveness of Partnerships</u>	
Specific subject areas to be investigated: <u>_____</u>	
Reasons why this subject should be considered: <u>PERSONAL EXPERIENCE OF OBSERVATION & CONCERNS EXPRESSED BY PARISHES & DISTRICT</u>	
Evidence to support the need for this particular investigation: <u>ABOUT PARISHIONS</u>	
Council priorities it links to: <u>?</u>	
Possible key outcomes: (i.e. what do you anticipate could be achieved?) <u>REVIEW OF METHODOLOGY ON REPAIR ISSUES</u>	

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

CRITERIA	Yes	No	Why?
Is it a priority issue for the Council or the Local Strategic Partnership?	X		RECONSTRUCTION STRATEGY
Is it an important issue for local residents?	X		UNFINISHED WORK IS
Is it a topic where Overview and Scrutiny could feasibly and constructively make recommendations?	X		NEW WORKS OF
Is it a topic where external review would be helpful?		X	?
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?		X	POSSIBLY
Is it a review that could render significant savings or value for money?		X	UNLIKELY
Is the topic strategic in scope?		X	

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Joint County and District Councils Scrutiny Task Group

A Joint County and District Councils Scrutiny Task Group, of the all the District Councils and led by Worcestershire County Council, met in 2007. In 2010 a review of the implementation of the agreed recommendations was carried out.

The local authorities, central government (Defra and OFWAT), insurance industry, Severn Trent Water, the Highways Agency, and the Local Resilience Forum have each provided an update on progress made on the agreed recommendations.

The Land Drainage Partnership has been set up. Over 380 projects have been completed to date to solve flooding problems. Severn Trent are now involved and three Districts have produced Multi Agency Flood Plans. There is a focus on helping the 20 - 30 parishes most affected by flooding. Communication is improving with 3 officers acting as points of contact on drainage issues, in conjunction with the Hub.

Hereford and Worcestershire Fire and Rescue Authority have established 3 specialist water rescue units in Evesham, Hereford and Worcester and approved 6 additional first responder units to be strategically placed throughout the service area. The Fire and Rescue Authority (FRA) has agreed to write to Government supporting the need for a statutory duty for Fire and Rescue Services to provide flood rescue.

Diversions routes are now in place on public roads and highways. Evacuation of the motorway is a last resort and the preference is that people remain in their cars. It is understood that the Highways Agency is exploring with voluntary sector organisations such as the Red Cross and Women's Volunteer Centre, possible ways of helping stranded motorists.

An enforcement protocol has been created so that each district should follow the same process in relation to ditch clearance. Some parishes were unaware that Districts could help with such work and it was acknowledged that the responsibilities for drainage between parishes and districts needs to be quantified in some areas.

The Task Group had supported the Pitt Review's recommendation 91 which required upper tier local authorities' scrutiny committees to have an annual summary of actions taken locally to manage flood risk. In future years it was suggested that a summary of actions taken locally to manage flood risk would be prepared by relevant officers working in that field and produced with input from partners. The summary could then be submitted to each authority's relevant scrutiny committee. Any operational or new issues could be fed in as they arose to individual officers in the county or district as appropriate.

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BROMSGROVE DISTRICT COUNCIL

SCRUTINY BOARD

28th September 2010

RECOMMENDATION TRACKER REPORT

1. SUMMARY

This Recommendation Tracker lists all recommendations made by the Scrutiny Board (including Task Group recommendations) until implementation is complete. The Recommendation Tracker should for each recommendation detail the following information:

- whether the recommendation was agreed by Cabinet (the Cabinet Decision),
- the relevant Cabinet Portfolio Holder,
- which department or agencies will be implementing the agreed recommendations;
- when the agreed recommendations are expected to be implemented by; and
- key outcomes resulting from implementation.

Supplementary evidence to show the outcomes achieved, such as exhibits, photographs, commentary or testimony from external agencies and service users is encouraged to be presented to the Board as a presentation.

The recommendations are grouped in date order and by topic.

2. RECOMMENDATIONS

- 2.1 That the Board notes the Quarterly Recommendation Tracker and agrees to the removal of any items which have been completed.

Recommendations by the Scrutiny Board: 24th November 2009

TOPIC:	Hot Food Takeaways
PORTFOLIO HOLDER:	Councillor Mrs J. Dyer M.B.E. - Portfolio Holder for Planning
HEAD OF SERVICE:	Steven Jordan – Head of Regulatory Services

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*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed						
1	<p>That the Cabinet task the Strategic Planning Department to scope the extent to which the issues identified in this report contribute to the negative impact on sense of community and well being and the environment and how these issues can be addressed by the adoption of a Supplementary Planning Document on hot food takeaways and present a report detailing their findings and draft policy to the Cabinet.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="background-color: #e0e0e0;">Cabinet Decision:</td> <td>AGREED by Cabinet 2nd December 2009</td> </tr> <tr> <td colspan="2"><u>Outcomes</u></td> </tr> <tr> <td colspan="2">Planning officers recommend that Hot Food Take Away SPD cannot be progressed.</td> </tr> </table>	Cabinet Decision:	AGREED by Cabinet 2nd December 2009	<u>Outcomes</u>		Planning officers recommend that Hot Food Take Away SPD cannot be progressed.		No implementation to take place due to inability to prepare SPD.	
Cabinet Decision:	AGREED by Cabinet 2nd December 2009								
<u>Outcomes</u>									
Planning officers recommend that Hot Food Take Away SPD cannot be progressed.									
2	<p>That the Cabinet refer consideration of the adoption of a draft Supplementary Planning Document on hot food takeaways to the Local Development Framework Working Party to be included as an agenda item and considered at the next scheduled meeting of the Local Development Framework Working Party.</p>	No implementation to take place due to inability to							

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed				
	<table border="1" style="width: 100%;"> <tr> <td style="width: 20%;">Cabinet Decision:</td> <td>AGREED by Cabinet 2nd December 2009</td> </tr> <tr> <td colspan="2"><u>Outcomes</u> SPD cannot be prepared; as such, no action for the LDF Working Party.</td> </tr> </table>	Cabinet Decision:	AGREED by Cabinet 2nd December 2009	<u>Outcomes</u> SPD cannot be prepared; as such, no action for the LDF Working Party.		prepare SPD.	
Cabinet Decision:	AGREED by Cabinet 2nd December 2009						
<u>Outcomes</u> SPD cannot be prepared; as such, no action for the LDF Working Party.							
3	<p>That the Cabinet direct officers to carry out further research into healthy eating/ healthy lifestyles and the means by which through working with partners in the LSP the Council could contribute to delivering services to address the LAA targets on obesity in children, mortality rate from circulatory diseases for under 75s, adult participation in sport and children and young people's participation in high-quality PE and sport. The Board further recommends that a report detailing the findings of the research is presented to Cabinet by June 2010.</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 20%;">Cabinet Decision:</td> <td>AGREED by Cabinet 2nd December 2009</td> </tr> <tr> <td colspan="2"><u>Outcomes</u> A bid was submitted to the Health Improvement Fund earlier this year for a nutritionist to work with selected takeaway outlets to improve the quality of food they offer and to promote a healthy choice on the menu. It was to be a short project of 6 months duration costing approximately £5,000. Unfortunately the bid was not successful. The TRUNK which currently serves the Charford and Sidemoor areas also has a</td> </tr> </table>	Cabinet Decision:	AGREED by Cabinet 2nd December 2009	<u>Outcomes</u> A bid was submitted to the Health Improvement Fund earlier this year for a nutritionist to work with selected takeaway outlets to improve the quality of food they offer and to promote a healthy choice on the menu. It was to be a short project of 6 months duration costing approximately £5,000. Unfortunately the bid was not successful. The TRUNK which currently serves the Charford and Sidemoor areas also has a			
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*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed
	Health and Wellbeing Action Plan.		

Recommendations by the Scrutiny Board: 25th November 2008

TOPIC:	Refuse and Recycling VFM Scrutiny Investigation
PORTFOLIO HOLDER:	Cllr Mike Webb – Portfolio Holder for Community Services
HEAD OF SERVICE:	Guy Revans - Head of Environmental Services

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed
1	<p>Head of Street Scene and Community</p> <p>Once the chargeable green waste collection service has been implemented and the take up of the service is known, Street Scene officers be requested to investigate the option of providing additional wheelie bins for green waste on request at an additional charge.</p>	April 2010	✓
	<p>Cabinet Decision: AGREED by Cabinet 7th January 2009</p> <p>Decision about feasibility of second bins will be made in April 2009</p>		

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed		
	<p><u>Outcomes</u> Officers are creating a list of requests for second bins as calls for the service are received. It is anticipated that by the end of April take up of the service will have settled and officers will be in a position to make a decision about second bins.</p> <p>2nd bins were offered to those requesting them from the start of May. So far there has been a take up offer of about 50, which are currently operational and the appropriate fees paid.</p>				
2	<p>Officers from Street Scene be requested to monitor on-street recycling trials being undertaken by other Councils to see if there is any evidence to suggest it would provide value for money.</p> <table border="1" data-bbox="315 834 1538 943"> <tr> <td data-bbox="315 834 651 943">Cabinet Decision:</td> <td data-bbox="651 834 1538 943">AGREED by Cabinet 7th January 2009</td> </tr> </table> <p><u>Outcomes</u></p> <p>July 2010 Update: We have been monitoring trials run of on street recycling in other authorities.</p> <p>Evidence shows that tonnage collected through on street recycling facilities is poor especially when placed retrospectively in town centres and other similar open spaces; contamination is high with these facilities therefore resulting recycling tonnage is of low quality and low tonnage. However there is a perceived benefit in educating and communicating the recycling message to the public. It is widely</p>	Cabinet Decision:	AGREED by Cabinet 7th January 2009	<p>April 2010</p> <p>April 2010</p> <p>March 2011</p>	<p>✓</p>
Cabinet Decision:	AGREED by Cabinet 7th January 2009				

	acknowledged that there is increased chance of success within controlled environments and for this reason we intend to run a trial at Sanders Park. We will also investigate the installation of on street recycling with the refurbishment of the town centre should the opportunity arise		
3	When the new co-mingled service has been in operation for a minimum of one year, the option of delivering the service using an alternative method (including using a private contractor) be considered to see if it would be an appropriate time for market testing and comparisons to be undertaken.		
	Cabinet Decision:	AGREED by Cabinet 7th January 2009	
	Outcomes The co-mingled service will be in operation by April 2010. This means that as recommended, the option of delivering the service using an alternative method can be looked at during 2011/12 at the earliest. July 2010 Update: <i>Is it likely that this will in fact happen in 2011/2012? If not, the reason why not.</i> This will now be something that will be considered as part of the transformation process for Environmental Services	April 2010 if members support this approach	Sept 2011

Recommendations by the Scrutiny Steering Board: 4th March 2008	
TOPIC:	Refuse and Recycling Scrutiny Investigation
PORTFOLIO HOLDER:	Cllr Mike Webb – Portfolio Holder for Community Services
HEAD OF SERVICE:	Guy Revans - Head of Environmental Services

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed
1	<p>NVQ Training in Waste Management from WAMITAB (Waste Management Industry Training Advisory Board) via NEW College is given to all refuse and recycling staff over a 2 year period commencing September 2008 with the following conditions:</p> <ul style="list-style-type: none"> ▪ standards for 'performance criteria' and 'knowledge requirements' specific to this Council are built into the awards; ▪ the preferred primary assessment method is observation (rather than witness testimonies or personal statements); and ▪ that performance criteria is observed consistently over a certain time period rather than as a one-off 	<p>Training in December 2008</p> <p>NEW College registration March 2009</p> <p>Crews to commence course April 2009</p>	✓
	<p>Cabinet Decision: AGREED by Cabinet 2nd April 2008</p>		
	<p>Outcomes All negotiations taken place with New College to satisfy the Councils requirements. Presentation to staff and selection of first group to undertake the training will follow.</p> <p>July 2010 Update: <i>1. Was NVQ Training in Waste Management delivered via NEW College?</i></p>		

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed
	<p>NVQ training was delivered via New College</p> <p>2. <i>Were the standards for 'performance criteria' built into the course?</i> Yes the standards for performance criteria were built into the course</p> <p>3. <i>Was observation used as the primary observation method?</i> Yes observation was the primary method used to assess staff</p> <p>4. <i>Was performance criteria observed over a time period? If so, when and what were the results?</i> Yes the observation period was part of the 6 month period it took to undertake the whole course, observation took place from October 2009 to April 2010. The results were that all participants passed the NVQ.</p>	April 2010	✓
2.	<p>The following NVQ training is given to the three Refuse and Recycling Team Leaders:</p> <ul style="list-style-type: none"> ▪ Team Leading in Refuse and Recycling via NEW College ▪ BITS (Business Improvement Techniques) via RDI (Resource Development International) <p>Cabinet Decision: AGREED by Cabinet 2nd April 2008</p> <p>Outcomes Have agreed to get NVQ training organised for the refuse and recycling crews first then organise training for the supervisors. Additional training/Support being organised with the Learning and Organisational Development Manager.</p> <p>July 2010 Update: 1. <i>Was training delivered to the 3 refuse and recycling team leaders?</i> Supervisory and Management training is due to commence Oct 2010 for 4 staff. The training package is currently being put together for all operations supervisors in RBC & BDC. This training will be a bespoke package to reflect the needs of the</p>	November 2009	✓

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed		
	<p>organisation and the individuals involved. The training is due to take a period of 12 months until completion.</p> <p>2. <i>Was this useful?</i> The training identified will be useful to the individuals receiving it and beneficial to the service as a whole.</p> <p>3. <i>Who are they?</i> Kevin Cox Douglas Lloyd Martin Roche Roy Dore</p>	Oct 2010			
4.	<p>Request that Street Scene and Waste Management Officers monitor the progress Worcestershire County Council is making in relation to building their own sorting plant by 2009, as this will enable a commingled recycling service to be launched (making it easier to recycle and likely to encourage more recycling) and therefore significantly improve this Council's recycling rates.</p> <table border="1" data-bbox="315 927 1541 1018"> <tr> <td data-bbox="315 927 667 1018">Cabinet Decision:</td> <td data-bbox="667 927 1541 1018">AGREED by Cabinet 2nd April 2008</td> </tr> </table> <p><u>Outcomes</u> Officers are attending regular meetings with the County Council. Both officers and Members meet as part of a County wide forum to discuss all waste related issues. A site visit has been organised during March for Heads of Service and Portfolio Holder.</p> <p>July 2010 Update: 1. <i>Did WCC build their own sorting plant? If so, are any photographs available?</i> Yes, see www.envirosort.co.uk. Members were all advised about the facility and the</p>	Cabinet Decision:	AGREED by Cabinet 2nd April 2008		✓
Cabinet Decision:	AGREED by Cabinet 2nd April 2008				

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed		
	<p>starting date of the new service. We only have photos of the build stage. Please advise if photos are required.</p> <p>2. <i>Did this enable a co-mingled recycling process?</i> Yes, we started comingled collection in April 2010</p>	April 2010	✓		
5.	<p>Street Scene and Waste Management Officers be requested to continue to encourage Worcestershire County Council officers to investigate recycling more materials through the Waste Management Forum.</p> <table border="1" data-bbox="315 678 1541 762"> <tr> <td data-bbox="315 678 667 762">Cabinet Decision:</td> <td data-bbox="667 678 1541 762">AGREED by Cabinet 2nd April 2008</td> </tr> </table> <p>Outcomes Both officers and Members meet as part of a County wide forum to discuss all waste related issues.</p> <p>July 2010 Update: 1. <i>Do WCC investigate regularly more materials through the Waste Management Forum?</i> Yes, as part of Severn Waste Services' (SWS) contract they undertake regular waste analysis surveys to identify materials recycled and not recycled, from this we can determine the possibility of collecting new waste streams for recycling. As part of this process we are now able to collect thick cardboard, all rigid plastic containers and waxed cartons.</p> <p>2. <i>How much waste is recycled?</i> The early indications are that the comingled collection service is picking up more tonnage that the now redundant kerbside sort service has ceased. During Apr-June</p>	Cabinet Decision:	AGREED by Cabinet 2nd April 2008	<p>April 2010 (and ongoing)</p> <p>April 2010 (and ongoing)</p>	<p>✓</p> <p>✓</p> <p>✓</p>
Cabinet Decision:	AGREED by Cabinet 2nd April 2008				

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed		
	<p>higher than expected reject rates were experienced at EnviroSort (around 20%). Alterations have now been undertaken at EnviroSort, this has resulted in a reduction from 3 containers of rejects leaving the facility to 1. Although tonnage data will not be available until next month to give actual reject rates, anecdotal evidence suggests that the amendments will have reduced reject levels to around 8%. Further work will be undertaken on the resulting rejects to investigate if any additional modifications can to the facility to reduce them further.</p> <p>For the 1st qtr of 2010-11 the kerbside recycling tonnage collected is predicted to be a 15% increase on that of qtr 1 in 2009.</p>				
6.	<p>Request that Street Scene and Waste Management Officers continue to regularly and systematically benchmark against the top 10-15 local authorities in the recycling league table which are achieving higher recycling rates, with a view to adapting any parts of their services to Bromsgrove which may prove successful in helping to increase our recycling figures.</p> <table border="1" data-bbox="315 911 1541 954"> <tr> <td data-bbox="315 911 667 954">Cabinet Decision:</td> <td data-bbox="667 911 1541 954">AGREED by Cabinet 2nd April 2008</td> </tr> </table> <p>Outcomes Officers regularly monitor activities through PSNET (The Public Services Network) and APSE (Association of Public Sector Excellence) and technical press.</p> <p>July 2010 Update: <i>Do we benchmark against the top 10-15 local authorities in the recycling league table?</i> We do benchmark against the recycling league tables, we also use other more meaningful data from nearest neighbours, similar services and other Worcestershire districts to constantly review our services.</p>	Cabinet Decision:	AGREED by Cabinet 2nd April 2008	<p>Available end of 2009</p> <p>Ongoing</p>	<p>✓</p> <p>✓</p>
Cabinet Decision:	AGREED by Cabinet 2nd April 2008				

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed		
7.	<p>Street Scene and Waste Management Officers be requested to continually investigate ways in which the Council can expand the recycling service to reach the remaining 6% of the District.</p> <table border="1" data-bbox="315 480 1541 523"> <tr> <td data-bbox="315 480 667 523">Cabinet Decision:</td> <td data-bbox="667 480 1541 523">AGREED by Cabinet 2nd April 2008</td> </tr> </table> <p>Outcomes This will only be feasible once the new Materials Reclamation Facility (MRF) is available at the end of 2009. Plant being built by the County Council.</p> <p>July 2010 Update: 1. <i>Is the Materials Reclamation Facility now built and available for use?</i> Yes, see point 4 above 2. <i>Have we expanded recycling? If so, does this now reach the remaining 6% of the District?</i> No, there is potential to expand the service to an additional 3% of households with the current resources available and this is currently being looked at from an operational viewpoint. Subject to additional funding it would be possible to expand coverage to the full 100% however as per the Household Waste Recycling Act 2003, Section 45a; A waste collection authority is not required to offer recycling to all households if 'the cost of doing so is unreasonably high, or, comparable alternative arrangements are available.'</p>	Cabinet Decision:	AGREED by Cabinet 2nd April 2008	Available end of 2009	✓
Cabinet Decision:	AGREED by Cabinet 2nd April 2008				
8.	In order to educate as many children as possible to take responsibility for the future of their own environment and encourage more recycling throughout the District, Street Scene and Waste Management officers be requested to continue to encourage all schools to join the Eco-School programme, particularly primary schools.				

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed
	<p>Cabinet Decision: AGREED by Cabinet 2nd April 2008</p> <p>Outcomes Regular visits to schools by Officers to promote environmental issues.</p> <p>July 2010 Update: <i>1. What have we done to encourage schools to join the Eco-school programme?</i> Support to schools has been by means of talks, loan of literature and equipment, advice. A Sustainable Schools initiative is in place through WCC (as the LEA) and through Bishops Wood via teacher training, pupil visits, curriculum advice etc. <i>2. Have any joined? If so, which ones?</i> Schools have been encouraged to sign up to the EcoSchools programme since around 2000. As at 28/07/10, 33 schools and 4 pre schools are signed up to the EcoSchool Programme (list available).</p>		✓
10.	<p>Request the Head of Street Scene and Waste Management to make certain there is thorough consultation with local residents in relation to the green bin charging arrangements due to be put in place. Effective communication will help ensure smooth implementation of the charging system which should avoid a reduction in customer service standards.</p> <p>Cabinet Decision: AGREED by Cabinet 2nd April 2008</p> <p>Outcomes</p> <p>Officer Comment: Consultation underway and first article has been released in 'Together Bromsgrove' (Summer 2008) with planned media releases due to go out in subsequent issues local newspapers and the waste collection calendar.</p>		✓

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed		
	<p>October 2008 Update: Delivery of the waste collection calendar is taking place during October 2008. The next Bromsgrove Together is due November 2008. Further press releases are planned in January 2009.</p> <p>March 2009 Update: Further newspaper adverts have been placed in local papers promoting the service.</p> <p>October 2009 update: Coming to the end of the first year's operation. Over 15,500 applications received and serviced during the season. Currently undertaking publicity and communication for next year's service and the changes to a co-mingled collection recycling service. Currently publicity programme developed following recommendation from Focus group of residents set up to review the process.</p> <p>January 2010 update: Reminder of future changes delivered via Christmas collection postcards w/c 16th November 2009. Recycling booklets will be delivered in March 2010 (actual date to be confirmed) via Royal Mail.</p> <p>July 2010 Update: <i>What was the outcome of the consultation?</i> An article was placed in Together Bromsgrove feeding back on the outcome. Full and comprehensive information has been provided to the Committee Services Officer and can be supplied to any Members who are interested.</p>				
11.	<p>Increase communication with local residents wherever possible to encourage reducing, reusing and recycling. For example, ensuring local residents are aware that they can request more recycling boxes free of charge.</p>		✓		
	<table border="1" style="width: 100%;"> <tr> <td style="width: 20%;">Cabinet Decision:</td> <td>AGREED by Cabinet 2nd April 2008</td> </tr> </table>	Cabinet Decision:	AGREED by Cabinet 2nd April 2008		
Cabinet Decision:	AGREED by Cabinet 2nd April 2008				

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed
	<p>Outcomes Information on web site and the waste collection calendar also via the Customer Service Centre (CSC). Various consultation days planned around the District at various Parish Council offices.</p> <p>March 2009 Update: Project team set up to develop co-mingled service from April 2010. This will allow additional and greater volumes of materials to be recycled. Publicity throughout the year will continue to promote these changes.</p> <p>October 2009 update: Current round of communication for co-mingled collection system includes further publicity about various options for recycling.</p> <p>January 2010 update: Reminder of future changes delivered via Christmas collection postcards w/c 16th November 2009.</p> <p>July 2010 Update: <i>Does this continue to happen and do we have evidence to show this?</i> When there are service message to communicate we always carefully consider the ways to engage with our residents. See the communications plan in the additional information to provide an example of the communications work that is undertaken – this is for the recent changes during March & April 2010.</p>		
14.	<p>Updates relating to the refuse and recycling service be included in Members' Bulletins.</p> <p>Cabinet Decision: AGREED by Cabinet 2nd April 2008</p>		<p style="text-align: center;">✓ Ongoing</p>
	<p>Officer Comment: Update on green waste collection charges followed by information pack to be</p>		

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed		
	<p>distributed to all members during October 2008.</p> <p>March 2009 Update: Any changes to the service are promoted through the members' bulletin or direct email contact.</p> <p>October 2009 update: Members' presentation evening in July provided all Members and Parish Councils with information pack of service changes. Regular bulletins in various publications throughout year including Together Bromsgrove, Members Bulleting, local press.</p> <p>July 2010 Update: <i>Does this continue to happen and do we have evidence to show this?</i></p> <p>The Members' Bulletin register provides details of information that has been set out together with dates. Full and comprehensive information has been provided to the Committee Services Officer and can be supplied to any Members who are interested.</p>				
15.	<p>The Head of Street Scene and Waste Management be requested to further investigate the effectiveness of various vehicle tracking and communication systems with a view to trialling a model in the future.</p> <table border="1" data-bbox="315 965 1541 1010"> <tr> <td data-bbox="315 965 667 1010">Cabinet Decision:</td> <td data-bbox="667 965 1541 1010">AGREED by Cabinet 2nd April 2008</td> </tr> </table> <p>Outcomes</p> <p>Officer Comment:</p> <p>Meetings are being held with various companies offering tracking and communication systems to identify the most appropriate system to use. Once this is established a trial will be undertaken.</p> <p>March 2009 Update:</p> <p>Trial ongoing regular meetings with suppliers to determine value for money (VFM) of system.</p>	Cabinet Decision:	AGREED by Cabinet 2nd April 2008		<p style="text-align: center;">✓</p> <p style="text-align: center;">Ongoing</p>
Cabinet Decision:	AGREED by Cabinet 2nd April 2008				

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed
	<p>June 2009 Update: The vehicle tracking system has been trialled on 2 vehicles over the winter months. The monitoring of the system has determined that there is no business case to purchase such a system at present but we continue to monitor prices of such systems which are becoming cheaper and more efficient.</p> <p>July 2010 Update: <i>Any further update?</i> Currently looking at other packages to monitor and manage vehicle performance and optimisation of rounds.</p>		

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