



BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

WEDNESDAY 21ST JANUARY 2015
AT 6.00 P.M.

COMMITTEE ROOM, THE COUNCIL HOUSE, BURCOT LANE, BROMSGROVE

MEMBERS: Councillors L. C. R. Mallett (Chairman), H. J. Jones (Vice-Chairman), C. J. Bloore, J. S. Brogan, R. A. Clarke, S. R. Colella, B. T. Cooper, R. J. Laight, P. Lammas, C. R. Scurrall, R. J. Shannon, S. P. Shannon, C. J. Spencer and C. J. Tidmarsh

AGENDA

1. Election of Vice Chairman
2. Apologies for Absence
3. Declarations of Interest and Whipping Arrangements
To invite Councillors to declare any Disclosable Pecuniary Interests or Other Disclosable Interests they may have in items on the agenda, and to confirm the nature of those interests.
4. To confirm the accuracy of the minutes of the meeting of the Overview and Scrutiny Board held on 3rd December 2014 (Pages 1 - 4)
5. To confirm the accuracy of the Minutes of the meeting of the Overview and Scrutiny Board held on 15th December 2014 (Pages 5 - 12)
6. Action List (Pages 13 - 18)
7. Quarterly Recommendation Tracker (Pages 19 - 38)
8. Planning Applications - Quarterly Backlog Data (Pages 39 - 40)
9. Budget Scrutiny Report/Presentation

10. Leisure Provision Task Group - Cabinet Response (Pages 41 - 42)
11. Car Parking Short Sharp Review Report (Pages 43 - 82)
12. WCC Health Overview & Scrutiny Committee - Update (Pages 83 - 90)
(Minutes from the meeting held on 19th December attached for information.)
13. Cabinet Work Programme 1st February to 30th April 2014 (Pages 91 - 96)
14. Overview and Scrutiny Board Work Programme (Pages 97 - 100)
15. 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, by reason of special circumstances, considers to be of so urgent a nature that it cannot wait until the next meeting.

K. DICKS
Chief Executive

The Council House
Burcot Lane
BROMSGROVE
Worcestershire
B60 1AA

13th January 2015



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BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

3RD DECEMBER 2014 AT 4.30 P.M.

PRESENT: Councillors L. C. R. Mallett (Chairman), C. J. Bloore, P. Lammas, C. R. Scurrall (Substitute), R. J. Shannon, S. P. Shannon, C. J. Spencer and C. J. Tidmarsh

Observers: Councillors M. Sherrey, R. Dent and M. Webb

Invitees: Mr J. Dillon

Officers: Mr. K. Dicks, Ms. J. Pickering, Mr. R. Savory, Mr M. Ashcroft and Ms. A. Scarce

78/14 **APOLOGIES**

Apologies for absence were received from Councillors R. Clarke, S. R. Colella, B. Cooper, H. Jones and R. Laight. Councillor C. Scurrall confirmed he was attending as a substitute for Councillor H. Jones.

It was noted that Councillors R. Shannon and C. Bloore would be late due to work commitments and some Members questioned why the meeting had been arranged at such short notice and at an earlier than usual time. Whilst acknowledging that this was not convenient, Members were reminded that this had been discussed at the previous Overview and Scrutiny Board meeting. To enable any views reached by the Board to be fed into the Cabinet decision to be made later the same evening, there had been no alternative available date.

79/14 **DECLARATIONS OF INTEREST AND WHIPPING ARRANGEMENTS**

There were no declarations of interest.

80/14 **HANOVER STREET SITE REMARKETING REPORT**

Prior to consideration of this matter it was explained that depending upon the contents of Members' discussion some aspects of this item may need to be considered as an "exempt" matter in private session.

The Chairman introduced Mr. J. Dillion, Chartered Surveyor, from GJS Dillon Commercial Property Consultants who had been marketing the site since 2012.

Agenda Item 4

Overview and Scrutiny Board
3rd December 2014

The Executive Director, Finance and Resources introduced the report and in so doing highlighted why the site should be re-marketed and the additional cost to the Council of this exercise, with brief details of why this had to be carried out. The additional costs would be minimal, bearing in mind the Council's responsibility for the public purse, and would include an up to date valuation from the District Valuer. Extensive preparatory work in relation to the legal aspects of the disposal of the site had already been completed and this work would assist in helping the legal transaction move forward quickly following the re-marketing. Details of the re-marketing exercise were also provided and the recommendations which would be considered by Cabinet at its meeting later this evening. The purpose of this evening's Board meeting was for Members to have the opportunity to pre-scrutinise the reports and put forward their views and recommendations as appropriate.

During discussions Members raised the following points to which Officers responded:

- The reasons why Opus had withdrawn from the site. Members were advised that the Commercial Property Consultants had tried unsuccessfully for Opus to continue with the development.
- The viability of the site to other developers (following the withdrawal of Opus). Mr. Dillon responded by informing Members that the market had significantly moved on and there were already a number of parties that had come forward, with a variety of occupants, including some of the original outlets suggested.
- That there had not been a reserved bidder, following the first marketing exercise, the Council had been dealing on with Opus..
- It was understood that the area concerned was or had been a conservation area and Members raised the point as to whether this still remained the case and if so, whether this would be taken into account by prospective developers. Members were informed that the area was on the border of the conservation area and in respect of design of the buildings, this would be something which Planning would consider.
- Whilst a cinema was key, and the one in question continued to be interested in Bromsgrove, Mr. Dillon confirmed that it would be market led and currently the market was showing that there was capacity for such a venue.
- The merits of the inclusion of some sort of "financial lock in" were debated in view of the expense to the Council of the re-marketing exercise.
- The need for any further restaurant chains within the Town Centre and the option of encouraging local businesses to grow. Again, it was suggested that currently the market was showing that there was capacity for such facilities, dependant upon the mix of outlets provided at the site.
- The option for the George House site to be a mix of retail and residential properties. Officers advised that the Council was not in a position to be prescriptive about what was built on the site other than to make reference to the Area Action Plan.

- Work required in respect of the Spadesbourne Brook, which was also detailed in the Area Action Plan and whether this could be included in some way. Officers advised that this was a difficult area as if the Council became prescriptive in the work which needed carrying out it could trigger the need to carry out a formal procurement exercise as opposed to the current proposal of offering the site for sale.

It was reiterated that, whilst taking on board the points raised by Members if the Council were to become too prescriptive in its requirements it could deter prospective developers.

RECOMMENDED that at the conclusion of the marketing exercise, when scoring the bids received, the scoring matrix should allow for due regard to be given to the proposals in respect of the Spadesbourne Brook as referred to in the Area Action Plan for the Town Centre.

RESOLVED that the update report re disposal of Council held assets at Hanover Street Car Park and George House be noted.

(During consideration of this item Members discussed matters that necessitated the disclosure of exempt information. It was therefore agreed to exclude the press and public prior to any debate on the grounds that information would be revealed relating to financial and business affairs. However, there is nothing exempt in this record of the proceedings.)

81/14

DISPOSAL OF STOURBRIDGE ROAD SITE REPORT

Prior to the consideration of this matter it was explained that dependent upon the content of Members' discussion some aspects of this item may need to be considered as an "exempt" item in private session.

The Executive Director, Finance and Resources introduced the report and informed Members that a marketing exercise in respect of the Stourbridge Road Car Park site had been carried out in 2012 following which a number of expressions of interest had been received. Six were asked to present their proposals for the site and development plans to a selection panel and details of the scoring matrix and score card were provided for Members consideration. There had been 2 rounds of presentations and whilst the Area Action Plan had identified the site to be office led this had not been the case with the proposals coming forward. The successful bidder had exceeded the expectations of the District Valuer.

During discussions Members raised the following points:

- The option for the Council to purchase other surrounding land/property in order to increase the opportunity of the site. It was confirmed that approaches had been made to a number of surrounding property owners, but these had been unsuccessful.
- The viability of the use of compulsory purchase orders to purchase land/property.
- The loss of car parking spaces within the Town Centre.

Agenda Item 4

Overview and Scrutiny Board
3rd December 2014

- The effect on traffic management, including the reopening of the Strand and any contribution through Section 106 monies towards this. This would be picked up through the planning process.
- The suggested retailers that would be included on the site.
- The option to include a financial lock in, including the points for and against such a clause.
- The timescale for the work to commence on the site and steps put in place to protect the Council should the developer drop out at any stage. Taking into account the lessons learned from previous experiences Members were of the view that having an alternative option in case the preferred bidder dropped out would be advisable.

The Chairman thanked Officers and Mr. Dillon for their detailed and useful responses to the questions raised by the Board.

RECOMMENDED that consideration be given to the inclusion of a financial lock in and a strict timetable for the development of the site with specific timescales where necessary.

RESOLVED that the Disposal of Stourbridge Road Car Park Report be noted.

(During consideration of this item Members discussed matters that necessitated the disclosure of exempt information. It was therefore agreed to exclude the press and public prior to any debate on the grounds that information would be revealed relating to financial and business affairs. However, there is nothing exempt in this record of the proceedings.)

The meeting closed at 5.48 p.m.

Chairman

BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

15TH DECEMBER 2014 AT 6.30 P.M.

PRESENT: Councillors L. C. R. Mallett (Chairman), C. J. Bloore, J. S. Brogan, R. A. Clarke, S. R. Colella, B. T. Cooper, R. J. Laight, P. Lammas, R. J. Shannon, S. P. Shannon and C. J. Spencer

Invitees: Councillors M. Bullivant and M. Webb

Officers: Ms. J. Pickering, Mr. G. Revans, Mr. I. Roberts, Ms. J. Bayley and Ms. A. Scarce

86/14 **APOLOGIES FOR ABSENCE**

Apologies for absence were received on behalf of Councillors H. J. Jones and C. J. Tidmarsh.

87/14 **DECLARATIONS OF INTEREST AND WHIPPING ARRANGEMENTS**

There were no declarations of interest or whipping arrangements.

88/14 **MINUTES**

The minutes of the Overview and Scrutiny Board held on 17th November 2014 were submitted.

The Chairman explained that the minutes from the extra meeting of the Board that took place on 3rd December 2014 would be considered in the New Year.

RESOLVED that the minutes of the meeting held on 17th November 2014 be approved as a correct record.

89/14 **ACTION LIST**

The Chairman reminded Members that the Action List had been placed early on the agenda at the agreement of the Board at their previous meeting. A number of the action points were subsequently discussed in detail.

Quarterly Write Off of Debts Reports

Officers explained that the additional information that had been requested on 17th November would be incorporated into the following edition of the report.

Green Waste Collection

Members were advised that the green waste collection service had generated a surplus of approximately £200,000 since the inception of the scheme.

Concerns were raised about the potential for a fee of £35 per customer to cover the transportation costs for the green waste collection service. However, Officers confirmed that the costs of collecting garden waste were covered by the fee charged by the Council whilst the costs of disposal were funded by Worcestershire County Council.

Members also noted that in the recent past they had received complaints about residents continuing to receive the green waste collection service even when they were no longer paying the Council for that service. The Board was advised that these problems had been acknowledged by Officers and action had been taken to ensure that every brown bin used by residents who were no longer paying for the service had been recovered.

Advertisements were due to appear on the Council's garden waste collection vehicles to encourage residents only to use the garden waste collection service if they were not in a position to compost. The potential for communal composting to be encouraged amongst allotment holders and residents with smaller gardens was briefly discussed and Officers suggested that this could be discussed further with Worcestershire County Council.

Bulky Collections

As part of service transformation the Place teams had trialled a new process for bulky collections. Residents could book the collection of a single bulky item over the phone. In cases where numerous bulky items would be collected the Council quoted residents £30 per hour per operative. The new approach had helped to reduce costs for the Council involved in delivering the service. Officers confirmed that it was standard practice for most local authorities to charge customers for bulky waste collections.

Trade Waste Service

Members were advised that Officers were exploring options to make the service financially self-sustaining. This included considering working in partnership with a private sector company as well as retaining the service in house. The Council was not permitted to operate in a commercially competitive way and this would need to be taken into account when determining the best option for the delivery of the service.

There had been an assumption that the Trade Waste Collection service would be sold and this had informed the budget setting process in the previous year. However, during the year Officers had identified the potential for greater revenue to be generated by the service. In part this potential had been highlighted by an external company that compared the market for services such as waste collection and recycling and which had worked with other local authorities. Officers had concluded that based on this development at the national level the Council should investigate all options further before a final decision was made about the service.

Business Rates

Members were advised that further information about the business rates would be provided as part of the budget scrutiny process in the new year.

RESOLVED that the Action List be noted.

90/14

QUARTER 2 FINANCE MONITORING REPORT

The Director of Finance and Corporate Resources presented the Finance Monitoring Report for the period April to September 2014. Members were advised that the additional information that had been requested by the Board in respect of income and expenditure would be included in reports from the new financial year, following the introduction of the new finance system.

During the delivery of this report the following matters were highlighted for Members' consideration:

- There would be a number of recharges at the end of the year between Councils involved in sharing services as well as between departments at the Council which would influence the final budget figures for 2014/15.
- The income target of £204,000 for Environmental Services would not be met by the end of the financial year due to the decision made in respect of Trade Waste Service.
- Officers were now anticipating that there would be a revenue underspend at the end of the year of £210,000.
- There had been an assumption that a significant amount of capital expenditure would have been made on projects during the period. However, as many of these projects had experienced delays capital expenditure had been much lower than anticipated. As a consequence the Council would no longer be borrowing funding as originally anticipated.
- Parkside would not be ready for the Council to use until at least April/May 2015, the move may be postponed until after the local and national elections had taken place.
- The figure that had been provided in the report for the Town Centre Development - Project Management was incorrect as the level of expenditure had been counted twice.

Following presentation of the report a number of issues were discussed in further detail by the Board.

- Arrangements for capital expenditure and the potential for a breakdown of the Council's capital programme to be provided.
- The extent to which assumptions in the budget were based on a realistic analysis of future demand and lessons that could be learned when planning the budget in the future.
- The savings that the Bromsgrove Urban and Rural Transport (BURT) were predicted to achieve by the end of the year and the potential for these

savings to be used to fund other community transport projects in the district.

- The locations in which the BURT service operated and eligibility criteria. The Chairman suggested that further information on this subject had been provided to the Board in previous years and he requested that this be reported for Members' consideration at a future meeting.
- The energy efficiency home insulation project and the Council's approach to promoting the service.
- The projected variance in expenditure on customer services and the reasons for this variance.
- The impact of the reduction in funding for Customers Services made by Worcestershire County Council and the impact that this had had on demand for customer services at the district level.
- The £371,000 overspend on refuse and recycling services included both the £250,000 that had not been secured following the decision to not sell the trade waste service as well as £121,000 for vehicle breakdowns and replacement vehicle hire.
- The reduction in income from car parking charges and whether the sale of the Stourbridge Road car park had been taken into account when calculating the budget for future years. Officers explained that the sale was unlikely to proceed until the following financial year.

RESOLVED that the report be noted.

91/14

BUDGET POSITION - PRESSURES AND SAVINGS PRESENTATION

The Director of Finance and Corporate Resources delivered a presentation on the pressures and savings that could be achieved in the Council's budget. She advised the Board that she would also be available to meet with any Members who wanted to discuss specific aspects of the budget in further detail. Further information about the lessons that had been learned from the Council's new approach to budget scrutiny would be discussed at the following meeting.

During the delivery of this presentation the following issues were highlighted for Members' consideration:

- The government grant settlement had reduced significantly in recent years.
- Whilst the government grant settlement for 2015/16 had not yet been announced it was anticipated that the figure would be approximately £1.2 million.
- The Council would continue to receive a Parish Council Grant, although it was anticipated that this would be further reduced, which had been awarded by the government two years previously to reimburse Councils for changes to Council tax.
- The budgetary impact of providing free parking in Bromsgrove during the evenings had not been included in the figures contained within the presentation as Cabinet had not as yet made a formal decision on this.

Agenda Item 5

Overview and Scrutiny Board
15th December 2014

- The reserves had been reviewed and had been amended to reflect changing priorities and circumstances.
- A number of services, had achieved minimal savings. This would be discussed further with senior Officers at a corporate level.
- Members were advised that a list of buildings affected by the business rates increase would be provided for their consideration.
- The costs of the IER process for the elections had cost the Council less than had been anticipated and this had helped to achieve savings.

Following delivery of the presentation a number of additional points were raised by Members:

- The impact of cuts to the government grant on the Council's finances.
- The stage at which, due to financial reductions, local government would no longer be viable.
- The need for elected Members to make difficult decisions about service provision in order to balance the budget in future years.
- The potential to use funding from balances and the Council's reserves to address key financial challenges.
- Once reserves had been used they would no longer be available to use to balance the budget in future years.

RESOLVED that the presentation be noted.

92/14

CAPITAL BUDGET - PRESENTATION

The Director of Finance and Corporate Resources delivered a brief presentation on the Council's Capital Budget and highlighted the following for Members' consideration:

- There was a limited capital budget programme which was unusual.
- The £3.5 million quoted for the development of Parkside represented the gross rather than the net figure for the capital receipt quoted in the presentation.
- The budget for the replacement of fleet vehicles was designed to cover a 3 year period, though the programme for planning the replacement of the vehicles extended over a 10 year period.

Members subsequently discussed the following matters in further detail:

- The standard amount of time in which vehicles within the Council's fleet could safely be kept in operation.
- The potential for the length of time vehicles were in use to be extended and the need to balance consideration of the costs of replacing the fleet with the costs of ongoing maintenance which could become more expensive over time.
- Arrangements for disposing of vehicles, which generally involved a sale though on occasion vehicles had to be scrapped.
- The standard approach to replenishing the fleet and whether the Council leased/purchased new or second hand vehicles.

- The costs of hiring temporary vehicles, which was undertaken when necessary.

Following these detailed discussions it was

RESOLVED that the presentation be noted.

93/14 **CABINET WORK PROGRAMME 1ST JANUARY TO 30TH APRIL 2015**

The Board considered the Cabinet Work Programme for the period 1st January 2015 to 30th April 2015. The Chairman noted that no item had been recorded on the Work Programme for free parking during the evenings. It was understood that Cabinet would consider this matter in due course following the presentation of a notice of motion at Council in November 2014.

Members discussed the Setting of Fees for a Street Café Policy, which was scheduled for the consideration by Cabinet on 1st April 2015. Further clarification was requested to help explain the purpose of this report.

94/14 **CAR PARKING SHORT SHARP REVIEW**

The Chairman of the Car Parking Short, Sharp Review, Councillor S. P. Shannon, explained that the group had not met since the previous meeting of the Board as the last scheduled meeting had been cancelled due to the extra Overview and Scrutiny Board meeting taking place on 3rd December 2014. The Group were now due to meet on 22nd December 2014.

95/14 **WCC HEALTH OVERVIEW & SCRUTINY COMMITTEE**

The Council's representative on the Worcestershire Health Overview and Scrutiny Committee (HOSC), Councillor B. T. Cooper, provided an update on the two latest meetings of the Committee.

5th November 2014

Members were advised that the Committee had discussed three key items during a lengthy meeting:

- Mental health liaison.
- An update on the Joint Services Review (JSR). Members had been advised that whilst a preferred option had been put forward the decision would be reviewed by the West Midlands Clinical Senate at the request of NHS England.
- Hospital treatment for patients based in North Worcestershire. Patients referred to the Queen Elizabeth Hospital in Birmingham with routine conditions were being refused treatment and this had caused concerns within Worcestershire. The hospital had chosen to take this stance in order to protect their tertiary services.

Members noted that they had also learned that patients who lived in south Birmingham were using the Alexandra Hospital in Redditch. This had been

confirmed by the Chairman of the Birmingham HOSC who had attended the meeting.

The Chairman explained that he had been approached by another Member of the Council about the services provided to patients who were members of practices in parts of the north of the district. Some GP practices in these locations were part of a wider group that were led by a parent practice based in Birmingham and were part of the Birmingham Clinical Commissioning Group (CCG). It had been suggested to the Chairman that the Board might want to consider this matter as a topic for scrutiny. However, it appeared from the HOSC minutes of 17th November that HOSC was already scheduled to investigate this matter further. Members agreed that prior to the Board considering this matter Councillor Cooper should raise it at a future meeting of HOSC.

9th December 2014

The Board was informed that mental health services had been discussed in detail during the this meeting. Two issues in particular had been of concern to HOSC:

- Care for patients with acute mental health illnesses.
- Care for patients with mental health problems who were discharged into the community. The Committee had been reassured that the care available to patients in these circumstances was improving.

Members were advised that once the HOSC minutes for this meeting had been finalised they would be circulated for the consideration of the Board.

96/14

OVERVIEW AND SCRUTINY BOARD WORK PROGRAMME

The Board considered the latest edition of the Overview and Scrutiny Work Programme. Members were reminded that the meeting of the Board in January had been postponed from 19th to 21st January 2015 to accommodate an extra Council meeting in the new year.

Officers explained that whilst the Work Programme for the Board was relatively busy there remained capacity for a Task Group review to be launched. Member were therefore asked to consider whether there were any issues they felt might be suitable for a Task Group exercise which could be discussed at the following meeting of the Board.

The meeting closed at 8.18 p.m.

Chairman

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- 1 - ACTION SHEET: BROMSGROVE OVERVIEW AND SCRUTINY BOARD 15th December 2014

ITEM	GENERAL COMMENTS	ACTION	OFFICER DEALING	DATE REQUIRED BY	RESPONSE PROVIDED AND DATE PROVIDED
<p>Item 5 – Quarter 2 Finance Monitoring Report</p>	<p>Members considered the Quarter 2 report.</p>	<p>(a) Revenue budget – breakdown of capital projects, interest expected and actual. (b) Breakdown of the actual savings estimated at £29k. (c) Further information on the BURT services and areas which it covers throughout the district. (d) Energy Efficiency Project – promotional work carried out and further details of what the project covers. (e) An explanation of the reasons for the variance in expenditure for Customer Access and Financial Support. (f) Further information to be provided at a future meeting about the reduction in funding for customer services from Worcestershire County Council and the potential impact on demand for</p>	<p>(a) and (b) Executive Director Finance and Resources. (c) Democratic Services Officer. (d) Head of Environmental Services. (e) and (f) Head of Customer Access and Financial Support</p>	<p>21/01/14</p>	<p>(c) Information emailed to Members 12/01/15. (d) Briefing paper emailed to members 12/01/15. (e) and (f) Verbal update to be provided at Board meeting on 21/01/14.</p>

- 2 - ACTION SHEET: BROMSGROVE OVERVIEW AND SCRUTINY BOARD 15th December 2014

ITEM	GENERAL COMMENTS	ACTION	OFFICER DEALING	DATE REQUIRED BY	RESPONSE PROVIDED AND DATE PROVIDED
		services in the district.			
Item 6 & 7 – Budget Position – Pressures and Savings and Capital Budget	Members received a presentation from the Executive Director, Finance and Resources.	(a) Details of the Fleet Replacement scheme. (b) Do we always purchase new vehicles?	Head of Environmental Services		Information emailed to Board Members 22/12/14.
Item 8 - Cabinet Work Programme	Members considered the Cabinet Work Programme.	Further details in respect of the item for setting fees for a Street Café Policy.			Report available as considered by Licensing Committee at meeting held on 12/01/15.
Outstanding Actions 17th November 2014					
Item 5 – Quarter 2 Write Off of Debts Report	Members considered the Quarter 2 report.	(a) The allocation of recovered debt from previous years (for example collected in 2014 but was in respect of debt from 2004). (b) Whether bailiff charges were included within the amount recovered. (c) How regularly are payment plans for bad debts reviewed? (d) A breakdown of the Aged Debt Profit for sundry debts for 61-90 days.	Head of Customer Access and Financial Support/Executive Director, Finance and Resources		All items to be included within the Quarter 3 Report.

- 3 - ACTION SHEET: BROMSGROVE OVERVIEW AND SCRUTINY BOARD 15th December 2014

ITEM	GENERAL COMMENTS	ACTION	OFFICER DEALING	DATE REQUIRED BY	RESPONSE PROVIDED AND DATE PROVIDED
		(e) Details of the Council Tax arrears which would show whether these refer to the same debtors' year on year.			
Item 8 – Medium Term Financial Plan – 2015/16 to 2016/17	Members considered the Medium Term Financial Plan Report and update.	(a) Any increase in Business Rates. (b) Breakdown of income in respect of CCTV.			To be provided at 21/1/15 meeting.
Outstanding Actions 13th September 2014					
Item 5 – Overview of Budget	Members considered a report on the Medium Term Financial Plan 2015/16 – 2017/18.	(a) The amount of the Pension Deficit. (b) A list of services the Council provide on behalf of WCC – there cost and how much WCC pay BDC. (c) Details of statutory services and the cost together with details of non-statutory services we provide and their cost.	Financial Services Manager – email request 14/10/14	As soon as possible.	To be provided at 21/1/15 meeting.
Item 6 – Quarterly Recommendation	Members considered the Overview & Scrutiny Quarterly	A response to the outstanding	Head of Planning. (email	To be included in	To be included in the agenda for the meeting

- 4 - ACTION SHEET: BROMSGROVE OVERVIEW AND SCRUTINY BOARD 15th December 2014

ITEM	GENERAL COMMENTS	ACTION	OFFICER DEALING	DATE REQUIRED BY	RESPONSE PROVIDED AND DATE PROVIDED
Tracker	Recommendation Tracker.	Recommendations from the Planning Policy Task Group be requested.	sent 14/10/14 with a number of follow up emails on 17/12/14 and 12/01/15)	the next Quarterly Tracker.	21/01/15.
Outstanding Actions 15th September 2014					
Item 6 – Development Control Page 16	The Head of Planning and Regeneration provided Members with an update on the Transformation work taking place within the Development Control team.	(a) The actual overspend figures for the service. (b) When the removal of overtime payments and the car allowance scheme came into effect.	Head of Planning and Regeneration. (a) Email request to Finance sent 16/09/14, 7/10/14 and 30/10/14. (b) Email request set to HR 7/10/14 and 30/10/14. Further reminders sent to relevant Officers 16/12/14 and 12/01/15.	As soon as possible.	Information in respect of (b) emailed to Members 12/01/15. Change of staff dealing with (a) and new Officer emailed on 12/1/15.

- 5 - ACTION SHEET: BROMSGROVE OVERVIEW AND SCRUTINY BOARD 15th December 2014

ITEM	GENERAL COMMENTS	ACTION	OFFICER DEALING	DATE REQUIRED BY	RESPONSE PROVIDED AND DATE PROVIDED
Outstanding Actions – 16th June 2014					
<p>Item 6 – Summary of Results of Staff Survey</p> <p align="center">Page 17</p>	<p>Members received a presentation</p>	<p>(a) The Board to be provided with a timeline for implementation of the recommendations.</p> <p>(b) An update of progress being made at a future meeting.</p> <p>(c) Members to have input in any future staff survey.</p>	<p>Head of Business Transformation and Organisational Development.</p> <p>Reminders sent to Head of Business Transformation and Organisational Development 16/12/14, 5/01/15 and 12/01/15.</p>	<p>Autumn 2014</p>	

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BROMSGROVE DISTRICT COUNCIL

OVERVIEW AND SCRUTINY BOARD

January 2015

RECOMMENDATION TRACKER REPORT

1. SUMMARY

This Recommendation Tracker lists all recommendations made by the Overview and Scrutiny Board (including Task Group recommendations) until implementation is complete.

The recommendations are grouped in date order and by topic.

(N. B. Column 4 also shows each month the Tracker comes before the Board. To ensure recommendations are reviewed at the appropriate time, a tick is placed next to the quarter for which the Cabinet response advised the recommendation was estimated to be implemented.)

2. RECOMMENDATIONS

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

Date of O&S Board	Recommendation	Date Considered by Cabinet	Comments on action taken to implement the recommendation(s)							
PLANNING POLICY TASK GROUP										
10th September 2012	<p><u>Recommendation 4</u> That a detailed review of the Planning Enforcement Policy, which was adopted in April 2011 (as encouraged in Section 8 – Conclusion), be carried out giving particular attention to Sections 4 – Enforcement Procedures (Informal) and 7 – Council’s Commitment to Complainants.</p>	4th July 2012	Jan		April	√	July		Oct	
			<p><u>Cabinet Comment:</u> Agreed Implementation date – this will form part of the on going transformation process.</p> <p><u>Update September 2013</u> <i>This will occur, if necessary, when the Enforcement process is considered through the Transformation process.</i></p> <p><u>Update July 2014</u> <i>Response to be provided in presentation to Board on 15/09/14.</i></p> <p><u>Update October 2014</u> <i>Members requested a full response at the meeting held on 13/10/14.</i></p> <p><u>Update January 2015</u> <i>The Head of Planning and Regeneration responded that a detailed review of the Planning Enforcement Policy has been carried out and no changes are required. It is in line with the provision of the National Planning Policy Framework and National Planning Policy Guidance.</i></p>							

Date of O&S Board	Recommendation	Date Considered by Cabinet	Comments on action taken to implement the recommendation(s)							
10 th September 2012	<u>Recommendation 8</u> That thorough the Transformation programme a review and mapping exercise be carried out in respect of the process post planning application approval stage and that the results of this be shared with the Overview and Scrutiny Board.	4 th July 2012	Jan		April	√	July		Oct	
			<u>Cabinet Comment:</u> Agreed Implementation date – this will form part of the on going transformation process. <u>Update September 2013</u> <i>Enforcement is not yet at the Transformation stage.</i> <u>Update July 2014</u> <i>Response to be provided in presentation to Board on 15/09/14.</i> <u>Update October 2014</u> <i>Members requested a full response at the meeting held on 13/10/14.</i> <u>Update January 2015</u>							
10 th September 2012	<u>Recommendation 9</u> That the Internal Audit Report recommendations be supported and included within the Overview and Scrutiny Board's Quarterly Recommendation Tracker report to ensure that progress on the implementation is monitored in an appropriate and timely manner.	4 th July 2012	Jan		April	√	July		Oct	
			<u>Update October 2014</u> <i>Members requested a full response at the meeting held on 13/10/14.</i> <u>Update January 2015</u> <i>The Head of Planning and Regeneration has confirmed that the recommendations of the internal audit report have been complied with or</i>							

Date of O&S Board	Recommendation	Date Considered by Cabinet	Comments on action taken to implement the recommendation(s)								
			<i>will be complied with when the situation described in the recommendations arises.</i>								
YOUTH PROVISION TASK GROUP											
15 th July 2013	<u>Recommendation 6</u> That the Chairman of the Task Group (supported by Democratic Services Officers) give a presentation, of the Task Group's findings, to CALC in order to encourage Parish Councils to support local youth groups.	4 th September 2013	<table border="1"> <tr> <td>Jan</td> <td></td> <td>April</td> <td>√</td> <td>July</td> <td></td> <td>Oct</td> <td></td> </tr> </table> <p><u>Cabinet Response</u> – Agreed</p> <p><u>Update July 2014</u></p> <p><i>To date this has not taken place.</i></p>	Jan		April	√	July		Oct	
Jan		April	√	July		Oct					
AIR QUALITY TASK GROUP											
16 th September 2013 and 20 th January 2014	<u>Recommendation 1 – 2007 Report</u> <u>Recommendation 17 – Taxi Ranks</u> – Regular reminders are given to taxi drivers in respect of leaving their engines running whilst waiting for the next are at a taxi rank. With WRS regularly reporting back to the Overview and Scrutiny Board to ensure that this is implemented.	2 nd October 2013 and 2 nd April 2014	<table border="1"> <tr> <td>Jan</td> <td></td> <td>April</td> <td>√</td> <td>July</td> <td></td> <td>Oct</td> <td></td> </tr> </table> <p><u>Cabinet Comment</u> – This was approved and Overview and Scrutiny were able to request this report from WRS.</p> <p><u>Update September 2014</u></p> <p><i>The Board have to date not request this information from WRS.</i></p>	Jan		April	√	July		Oct	
Jan		April	√	July		Oct					
16 th September 2013 and 20 th January 2014	<u>Recommendation 5</u> WRS Applies for funding from the DEFRA Air Quality Grant Programme. If the first application is not successful the WRS should persist in submitting further applications in subsequent years.	2 nd October 2013 and 2 nd April 2014	<table border="1"> <tr> <td>Jan</td> <td></td> <td>April</td> <td>√</td> <td>July</td> <td></td> <td>Oct</td> <td></td> </tr> </table> <p><u>First Cabinet Response</u> It was agreed that WRS should apply for DEFRA funding as appropriate and in accordance with the Air Quality Action Plan.</p> <p><u>Second Cabinet Response</u> Cabinet did not wish</p>	Jan		April	√	July		Oct	
Jan		April	√	July		Oct					

Date of O&S Board	Recommendation	Date Considered by Cabinet	Comments on action taken to implement the recommendation(s)							
			to amend its previous decision particularly in view of the WRS resources which would be required to prepare and submit an appropriate and fully evidenced funding application.							
ARTRIX OUTREACH PROVISION TASK GROUP										
14 th April 2014	<u>Recommendation 1</u> (a) The inclusion of a set of clear performance indicators in respect of outreach work be included within the new Service Level Agreement; and (b) A proportion of the funding provided by the Council to be ring fenced for Outreach work.	4 th June 2014	July		Oct		Jan (2015)		April	√
			<u>Cabinet Response</u> – The Cabinet sought confirmation that the Artrix Centre had been consulted on this and then approved the recommendation.							
14 th April 2014	<u>Recommendation 2</u> That the Bromsgrove District Council logo be more prominent in Artrix promotional literature.	4 th June 2014	July		Oct		Jan (2015)		April	√
			<u>Cabinet Response</u> – this was approved. <u>Update November 2014</u> <i>The Artrix have asked for and being provided with a high res version of the BDC logo and this will be included in the Christmas and future brochures.</i>							
14 th April 2014	<u>Recommendation 3</u> (a) In order to compliment the	4 th June 2014	Jan		April		July	√	Oct	
			<u>Cabinet Response</u> – this was approved.							

Date of O&S Board	Recommendation	Date Considered by Cabinet	Comments on action taken to implement the recommendation(s)								
	<p>formal reporting of performance indicators to Officers that the Council receives a quarterly informal (narrative and image based) report from the Artrix detailing the events that have taken place together with the number of those attending.</p> <p>(b) Those Member representatives on the Operating Trust report back regularly to full Council.</p>										
14 th April 2014	<p><u>Recommendation 4</u> The Artrix Centre to:</p> <p>a) liaise with Members in respect of specific activities within their ward; and</p> <p>b) explore ways in which it could raise awareness of its activities in all areas within the District. (For example through Parish Council, school and other notice boards throughout the District.)</p>	4 th June 2014	<table border="1" data-bbox="1332 762 1982 798"> <tr> <td>Jan</td> <td></td> <td>April</td> <td></td> <td>July</td> <td>√</td> <td>Oct</td> <td></td> </tr> </table> <p><u>Cabinet Response</u> – Councillor Webb proposed that, in addition, the Artrix Centre be invited to provide a presentation for the benefit of Council members outlining its plans at least once each year. Councillor Shannon indicated that Artrix Centre had undertaken to do so. The recommendation was approved as amended.</p> <p><u>Update November 2014</u> <i>Artrix are to use the noticeboard at the far end of the High Street to promote activities and provided a copy of their electronic newsletter, the Loop for all Members, this will now be sent out to Members on a regular basis.</i></p>	Jan		April		July	√	Oct	
Jan		April		July	√	Oct					

Date of O&S Board	Recommendation	Date Considered by Cabinet	Comments on action taken to implement the recommendation(s)							
14 th April 2014	<p><u>Recommendation 5</u> The Artrix Centre to:</p> <ul style="list-style-type: none"> (a) ensure that there is a defined profile for the target participants/audience that the Outreach Provision is provided for; (b) ensure that participation in such activities is not prohibitive due to cost (for example, seek funding for bursaries where possible); and (c) make activities available through out the main school holidays, particularly during the Easter and summer breaks. 	4 th June 2014	Jan		April		July	√	Oct	
			<p><u>Cabinet Response</u> – this was approved.</p> <p><u>Update January 2015</u></p> <p><i>The Chairman of the Task Group met with the Artistic Director at the Artrix following Cabinet agreeing all the recommendations and took on board the requested made and agreed implementation of them wherever possible.</i></p>							
14 th April 2014	<p><u>Recommendation 6</u> An insert, prepared by the Artrix, to be included within Together Bromsgrove detailing outreach activities at the Artrix.</p>	4 th June 2014	Jan		April		July	√	Oct	
			<p><u>Cabinet Response</u> – this was approved.</p> <p><u>January 2015</u></p> <p><i>Whilst the Artrix have been in touch with the Communications Team, there has been some discussion over the cost of this together with who would pay for such an insert.</i></p>							

Date of O&S Board	Recommendation	Date Considered by Cabinet	Comments on action taken to implement the recommendation(s)							
14 th April 2014	<u>Recommendation 7</u> The main programme brochure which is produced by the Artrix to be used to promote its outreach work.	4 th June 2014	Jan		April		July	√	Oct	
			<u>Cabinet Response</u> – this was approved. <u>January 2015</u> <i>The Artrix agreed to give this consideration.</i>							
14 th April 2014	<u>Recommendation 8</u> That the Artrix promote all the facilities available to those with a disability.	4 th June 2014	Jan		April		July	√	Oct	
			<u>Cabinet Response</u> – this was approved. <u>January 2015</u> <i>This was noted by the Artrix and further promotional work will be carried out.</i>							
14 th April 2014	<u>Recommendation 9</u> That the Artrix consider contacting Worcestershire County Council with a view to improving the signage within the Railway Station and Town Centre areas.	4 th June 2014	Jan		April		July	√	Oct	
			<u>Cabinet Response</u> – this was approved. <u>January 2015</u> <i>Details of the appropriate Officer contact at WCC have been provided to the Artrix in order that this recommendation can be taken forward.</i>							
LEISURE PROVISION TASK GROUP										
17 th November 2014	<u>Recommendation 1</u> (a) That charges for leisure facilities & services, such as the Dolphin	3 rd December 2014	Jan		April		July	√	Oct	
			<u>Cabinet Response</u> The Cabinet felt that the wording of (a) should be							

Date of O&S Board	Recommendation	Date Considered by Cabinet	Comments on action taken to implement the recommendation(s)								
	<p>Centre, should be used to promote usage and participation in leisure activities; and</p> <p>(b) That the Council's concession scheme should be publicised where appropriate to ensure price is not a barrier to participation in leisure activities.</p>		<p>amended slightly as set out below to clarify the intention behind it. <i>"that the charging structure for leisure facilities and services be used to encourage usage and participation in leisure activities."</i></p> <p>Recommendation (b) was approved.</p>								
17 th November 2014	<p><u>Recommendation 2</u> That Members should familiarise themselves with the leisure activities available within their Wards via the information provided by the Sports Development Team and visit activities as appropriate.</p>	3 rd December 2014	<table border="1" data-bbox="1335 715 1989 751"> <tr> <td>Jan</td> <td></td> <td>April</td> <td></td> <td>July</td> <td>√</td> <td>Oct</td> <td></td> </tr> </table> <p><u>Cabinet Response</u></p> <p>The Cabinet approved this recommendation.</p>	Jan		April		July	√	Oct	
Jan		April		July	√	Oct					
17 th November 2014	<p><u>Recommendation 3</u></p> <p>(a) The noticeboard situated adjacent to Blockbuster by utilised;</p> <p>(b) A noticeboard be included in the list of requirements for the Phase 2 Works of the Town Centre; and</p>	3 rd December 2014	<table border="1" data-bbox="1335 1010 1989 1046"> <tr> <td>Jan</td> <td></td> <td>April</td> <td></td> <td>July</td> <td>√</td> <td>Oct</td> <td></td> </tr> </table> <p><u>Cabinet Response</u></p> <p>The Cabinet approved this recommendation.</p>	Jan		April		July	√	Oct	
Jan		April		July	√	Oct					

Date of O&S Board	Recommendation	Date Considered by Cabinet	Comments on action taken to implement the recommendation(s)							
	(c) Whilst it was acknowledged that there were often problems with noticeboards being maintained and information displayed kept up to date, to minimise this it is recommended that these be maintained by the local ward councillor.									
17 th November 2014	<u>Recommendation 4</u> (a) Officers to continue negotiations with BAM and look for alternative funding sources to fund a Sports Hall moving forward; and (b) If the negotiations with BAM are unsuccessful, then Cabinet reconsider and make recommendations to full Council for the facility to include a Sports Hall.	3 rd December 2014	Jan		April		July	√	Oct	
			<u>Cabinet Response</u> Recommendation (a) was approved. In respect of Recommendations (b) the wording was agreed as follows: <i>“that if the negotiations with BAM are unsuccessful, then Cabinet reconsider options for the facility to include a Sports Hall”.</i>							
BOARD RECOMMENDATIONS										
24 th March 2014	<u>Quarter 3 Write Off of Debts Report</u> That the Council issue a press release	4 th June 2014	Jan	√	April		July		Oct	
			<u>Cabinet Response</u>							

Date of O&S Board	Recommendation	Date Considered by Cabinet	Comments on action taken to implement the recommendation(s)								
	to advise resident with Council Tax arrears about the payment options available and the support provided by the Council with this process.		This was agreed by Cabinet								
16 th June 2014	<u>Summary of Results of Staff Survey</u> 1. A statement should be added to the top ten recommendations arising from the staff survey which demonstrates that the Council has a zero tolerance approach to bullying and harassment amongst staff. 2. The contact details for staff, as detailed in the staff finder on the Council's intranet, should be made available for consideration of elected Members.	2 nd July 2014	<table border="1" data-bbox="1332 507 2051 544"> <tr> <td>Jan</td> <td>√</td> <td>April</td> <td></td> <td>July</td> <td></td> <td>Oct</td> <td></td> </tr> </table> <u>Cabinet Response –</u> 1. This was approved. 2. The Cabinet referred this to the Chief Executive for further consideration of the most appropriate way of meeting the requirements of Members in this regard.	Jan	√	April		July		Oct	
Jan	√	April		July		Oct					
14 th July 2014	<u>Minutes 16th June 2014 – Leisure Provision Task Group (Dolphin Centre Business Case)</u> Recommendation to the Audit Board that financial concerns around the increased membership that will be needed to ensure good annual revenue should be addressed through	AUDIT BOARD 18 th September 2014	<table border="1" data-bbox="1332 1026 2051 1062"> <tr> <td>Jan</td> <td>√</td> <td>April</td> <td></td> <td>July</td> <td></td> <td>Oct</td> <td></td> </tr> </table> <u>Audit Board Response</u> This was rejected by the Audit Board; therefore no further action is required and the item should be removed from the Quarterly Recommendations Tracker.	Jan	√	April		July		Oct	
Jan	√	April		July		Oct					

Date of O&S Board	Recommendation	Date Considered by Cabinet	Comments on action taken to implement the recommendation(s)								
	the Audit Board.										
14 th July 2014	<u>Joint WRS Scrutiny Task Group Final Report</u> 1. The 12 recommendations of the task group be endorsed by the Joint Committee. 2. The Board's concerns, that further reductions in the financial contributions from partners, could risk the future of the partnership and the safety of residents, be noted.	WORCESTERSHIRE SHARED SERVICES JOINT COMMITTEE 2 nd October 2014	<table border="1" data-bbox="1335 395 2056 435"> <tr> <td>Jan</td> <td></td> <td>April</td> <td></td> <td>July</td> <td>√</td> <td>Oct</td> <td></td> </tr> </table> <u>Worcestershire Shared Services Joint Committee Response</u> Recommendations 1, 2, 3, 4, 5 and 11 were agreed by the Worcestershire Shared Services Joint Committee. However Recommendations 7, 8,9 and 10 were rejected. Please see appendix 2 for full details. Recommendation 11 – was approved by the Cabinet at its meeting on 5 th November 2014.	Jan		April		July	√	Oct	
Jan		April		July	√	Oct					
25 th September 2014	<u>Finance Monitoring Quarter 1 Report</u> 1. Income and expenditure figures should be provided in future Financial Monitoring Reports to provide greater clarity about the Council's budget position in each quarter. 2. Comparative budget data should be provided in the Financial Monitoring Reports for previous years.	Cabinet 3 rd December 2014	<table border="1" data-bbox="1335 882 2056 922"> <tr> <td>Jan</td> <td></td> <td>April</td> <td></td> <td>July</td> <td>√</td> <td>Oct</td> <td></td> </tr> </table> <u>Cabinet Response</u> That the additional financial and budget data be provided in future Monitoring reports from 2015/16 Quarter 1 following the introduction of the new Financial System. In addition it was felt that it would be appropriate to request the Overview and Scrutiny Board to report back in due course on whether this information was useful to the Board.	Jan		April		July	√	Oct	
Jan		April		July	√	Oct					

Date of O&S Board	Recommendation	Date Considered by Cabinet	Comments on action taken to implement the recommendation(s)							
25 th September 2014	<u>Task Group Procedure Guidelines Review</u> That the Task Group/Short, Sharp Inquiry Procedure Guidelines be incorporated into the Council's constitution.	Constitutional Review Working Party	Jan		April		July	√	Oct	
			<i>Passed to relevant Officer on 3rd November 2014 for inclusion in at a meeting of the Constitutional Working Group.</i>							
3 rd December 2014	<u>Disposal of Stourbridge Road Car Park</u> Consideration be given to putting in place some form of "financial lock in" or at least including explicit timescales for the development.	3 rd December 2014	Jan		April		July		Oct	
			<u>Cabinet Response</u> After discussion cabinet requested that a timetable for development stages be incorporated into the legal documents.							
3 rd December 2014	<u>Disposal of Council held assets at Hanover Street Car Park and George House</u> That as part of the consideration of the scoring matrix to be drawn up for the project, due regard be given to the proposals of potential developers in respect of the Spadesbourne Brooke as referred to in the Area Action Plan for the Town Centre.	3 rd December 2014	Jan		April		July		Oct	
			<u>Cabinet Response</u> After discussion that the scoring matrix in respect of this site is drawn up, due regard be given to the provisions of the Town Centre Area Action Plan in relation to the environmental enhancement of the site.							

INTERNAL AUDIT REPORT – Ad Hoc Investigation: Marlbrook Tip

Recommendation	Comment on actions taken to implement recommendation
<p>1. <u>Planning Approval</u> Where a planning application may result in the approval including a significant number of conditions, that the Planning Committee is made aware of:</p> <ul style="list-style-type: none"> • the resources needed to effectively monitor compliance; • whether there are suitably qualified and/or experience officers within the Council; and • if not, what outsourcing arrangements would be required. 	
<p>2. <u>Monitoring Arrangements</u> That for any future similar developments and in order to provide clear accountability monitoring should be undertaken by officers and/or a group with suitable experience and expertise and the authority to make decisions.</p>	

JOINT WRS SCRUTINY TASK GROUP – FINAL REPORT

It was noted that Recommendation 6 had been addressed at the Joint Committee’s previous meeting and that Recommendation 12 had been agreed and required action by partners’ Overview and Scrutiny Committees.

Recommendation 6

In order to reduce the focus on financial considerations which currently play a major part in influencing partner participation, to the detriment of other equally important aspects of the service, the following should be addressed:

- (a) A new business model for WRS be developed through the Chief Executives’ Panel, building on the proposals already being produced by the Panel.
- (b) Consideration be given to the option for partner authorities to purchase an “out of hours service”.

Recommendation 12

- (a) The Joint Scrutiny Protocol should be reviewed in order to take on board the lessons learned during this review.
- (b) Consideration should be given to the reinstatement of the Worcestershire Overview and Scrutiny Chairs Group as a means of feeding back the monitoring of recommendations from Joint Scrutiny exercises, as and when required.

The following recommendations were resolved by the Joint Committee:

Recommendation 1

Performance Management Information should continue to be made available for Members’ consideration at every meeting of the

Joint Committee and be sufficiently high on the agenda to be discussed in detail.

Recommendation 2

Twelve months after the new contact centre arrangements for WRS have been introduced, replacing the use of the Worcestershire Hub; the Joint Committee should review the effectiveness of these arrangements for communicating with the public.

Recommendation 3

The web-pages of each partner authority should be regularly monitored to ensure they are kept up to date, with the inclusion of a prominent and obvious link to the WRS website.

Recommendation 4

The purpose, content and circulation of the WRS newsletter should be thoroughly reviewed, with a view to it providing a more systematic and comprehensive account of the work and performance of the shared service and with the content and format being agreed by the Joint Committee.

Recommendation 5

That WRS have a designated member of staff to act as a Member Liaison Officer and as a single point of contact to signpost Member enquiries.

Recommendation 11

The lessons learned from the WRS shared service experience, particularly as detailed in this report, should be heeded by elected members and senior officers when considering any future proposals for shared service arrangements involving multiple partners.

In respect of Recommendations 7, 8, 9 and 10 the Joint Committee requested Officers to bring forward alternative proposals to address the issues raised within these recommendations.

Recommendation 7

A new strategic decision making board for WRS should replace the Joint Committee, comprising one elected member per partner authority and supported by senior officers. This should be called the WRS Board.

- (a) Meetings of this Board should take place at the base of WRS.
- (b) Responsibility for attendance at Board meetings should lie with each authority's representative, and the quorum for meetings proceeding should be set at 5 representatives in attendance.
- (c) Meetings of the Board should take place bi-monthly.
- (d) Elected members appointed to the Board should be provided with an induction programme and sufficient ongoing training to enable them to fulfil their role effectively.
- (e) Members appointed to the Board be expected to serve a minimum of two years to ensure continuity.
- (f) The Chair of the WRS Board should be elected annually by the members of the Board.

Recommendation 8

The Management Board be disbanded, with the WRS Management Team taking the lead responsibility for operational decision making under the leadership of the Head of Regulatory Services.

Recommendation 9

- (a) The Head of WRS should be fully accountable to the WRS Board (as the strategic decision making body).
- (b) The Chief Executive of the host authority to act in a mentoring role as and when necessary.

Recommendation 10

- (a) All decisions made by the WRS Board be formally reported back to all elected members of the partner authorities in a timely manner.
- (b) Attention should be paid to communicating updates about any planned changes to WRS services to all elected members of partner authorities.
- (c) The agendas and minutes of all WRS Board meetings should also be uploaded on to the WRS website in a timely fashion.

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PLANNING APPLICATION BACKLOG DATA

Date	No of demands
27.10.14	73
03.11.14	88
10.11.14	78
17.11.14	56
24.11.14	62
01.12.2014	45
08.12.2014	49
22.12.2014	45
29.12.2014	60

NOTE:

The date represents the day the backlog was counted – Monday mornings.

No of demands – all planning applications and pre app enquiries we physically had in the box waiting to be considered. This number represents the backlog for both Bromsgrove District and Redditch Borough Councils combined.

The date in red represents when the data was cleansed; and therefore information post the 17th November is a little more reliable.

Please note:

that over the Christmas period and with the ability to submit a planning application using the portal on any day you like (i.e. not just working days) the Department always anticipate an increase in submissions over this period and thus the rise on the 29th is to be expected.

Ruth Bamford
Head of Planning and Regeneration
12th January 2015

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Cabinet Response to the Overview and Scrutiny Leisure Provision Task Group Report

Introduction

At the Cabinet meeting on 3rd December 2014 consideration was given to the report of the Leisure Provision Task Group. As the Chairman of the Task Group, the Leader welcomed Councillor C. J. Spencer to the meeting and thanked her for being present to provide clarification on any matters raised by Cabinet Members. Councillor Spencer outlined the work which had been undertaken by the Task Group and thanked Members and officers for their contributions.

The Cabinet then discussed and considered each of the recommendations of the Task Group in detail.

Response to recommendations

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

Recommendation 1

- (a) that charges for leisure facilities and services, such as the Dolphin Centre, should be used to promote usage and participation in leisure activities; and
- (b) that the Council's concession scheme should be publicised where appropriate to ensure price is not a barrier to participation in leisure activities.

Cabinet Response

The Cabinet felt that the wording of (a) above should be amended slightly as set out below to clarify the intention behind the recommendation

“that the charging structure for leisure facilities and services be used to encourage usage and participation in leisure activities.”

Part (b) to the recommendation was agreed..

Recommendation 2

That Members should familiarise themselves with the leisure activities available within their wards via the information provided by the Sports Development Team and visit activities as appropriate.

Cabinet Response

This recommendation was approved.

Recommendation 3

- (a) that the noticeboard situated adjacent to Blockbuster be utilised;
- (b) that a noticeboard be included in the list of requirements for the Phase 2 Works of the Town Centre; and
- (c) that it was acknowledged that there were often problems with noticeboards being maintained and information displayed kept up to date, so to minimise this it be recommended that these be maintained by the local Ward Councillor..

Cabinet Response

This recommendation was approved.

Recommendation 4

- (a) that officers continue negotiations with BAM and look for alternative funding sources to fund a Sports Hall moving forward; and
- (b) that if the negotiations with BAM are unsuccessful, then Cabinet reconsider and make recommendations to full Council for the facility to include a Sports Hall.

Cabinet Response

Part (a) of the recommendation was approved.

With regard to part (b) of the recommendation the wording was agreed as follows:

“that if the negotiations with BAM are unsuccessful, then Cabinet reconsider options for the facility to include a Sports Hall”.

The Leader and the Portfolio Holder thanked the Task Group Chairman and Members for their work in producing a very useful report.

Councillor Mark Bullivant – Portfolio Holder for Environmental Services and Leisure Services.

OVERVIEW AND SCRUTINY BOARD

21st January 2015

CAR PARKING SHORT SHARP REVIEW

Relevant Portfolio Holder	Councillor Mark Bullivant
Portfolio Holder Consulted	Yes
Relevant Head of Service for Overview and Scrutiny	Claire Felton – Head of Legal, Equalities and Democratic Services
Wards Affected	All
Ward Councillor Consulted	No
Non-Key Decision	

1. SUMMARY OF PROPOSALS

- 1.1 To consider the findings and recommendations from the Scrutiny investigation undertaken by the Car Parking Short Sharp Review Group.

2. RECOMMENDATIONS

2.1 Members are requested to:

- (a) consider and approve the report and the recommendations attached at Appendix 1; and
- (b) submit the report and recommendations to the Cabinet for approval.

3. KEY ISSUES

Financial Implications

- 3.1 These are detailed within the attached report.

Legal Implications

- 3.2 These are detailed within the attached report.

Service/Operation Implications

- 3.3 Overview and scrutiny is a key part of the Council's democratic decision making process and enables non-executive Members of the Council to put forward recommendations for policy development, policy review and service improvement.

OVERVIEW AND SCRUTINY BOARD

21st January 2015

Customer / Equalities and Diversity Implications

3.4 N/A

4. RISK MANAGEMENT

4.1 N/A

5. APPENDICES

Appendix 1 – Car Parking Short Sharp Report

6. BACKGROUND PAPERS

See attached report for details.

7. KEY

None

AUTHOR OF REPORT

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Tel: 01527 881443

OVERVIEW & SCRUTINY **BOARD**

CAR PARKING SHORT SHARP REVIEW



January 2015



Bromsgrove
District Council
www.bromsgrove.gov.uk

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MEMBERSHIP OF THE SHORT SHARP REVIEW



Councillor Sean Shannon (Chairman)



Councillors Roy Clarke and Pete Lammas



Councillors Luke Mallett and Rory Shannon

SUPPORTING OFFICER DETAILS

Amanda Scarce – Democratic Services Officer
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Foreword from the Chairman

As the name suggests this review has taken place over a few weeks rather than the normal task group process of months.

Nevertheless, cross party have worked in harmony recognising the concerns raised at the September 25th O&S Board during the financial monitoring report, and also recent heavy media coverage of national car park usage trends including comments from motoring organisations, consumer groups. Also from the Government, Secretary for State and Communities Mr Eric Pickles has been very critical of how local authorities have been operating their car parks, which he suggests is linked to falling numbers of motorists parking and shopping.

Task group examined extensive data and reports from BDC officers. Studied a Bromsgrove Town Centre Survey carried out during November / December by a member of the task group. Group studied what actions similar authorities across the country have taken to address the falling numbers of car park users.

We now bring forward our recommendations that aspire to halt the decline in numbers of visitors and shoppers to the much improved town centre environment by making the car parking arrangements more attractive to residents and visitors.

Councillor Sean Shannon
Chairman of the Car Parking Short Sharp Review

Summary of Recommendations

After consideration of the evidence available and interviewing witnesses the Review Members have proposed the following recommendations:

Recommendation 1
<p>(The Review Group wish to reiterate Recommendation 4 of the previous Recreation Road South Car Park Task Group report (August 2011), with further supporting evidence provided within the main body of this report.)</p> <p><i>That free car parking on a Sunday be introduced for a 6 month trial period, to include the summer period in order to encourage people to visit the town centre.</i></p>
<p>Financial Implications: The income generated from Sunday parking between April and September 2014 (6 months) was:</p> <p>Pay and Display - £15,686 excluding VAT</p> <p>Pay on Foot - £15,616 excluding VAT</p>
<p>Resource Implications: None</p>
Recommendation 2
<p>(The Review Group wish to reiterate Recommendation 3 of the previous Recreation Road South Car Park Task Group report (August 2011), with further supporting evidence provided within the main body of this report.)</p> <p><i>That the Pay on Foot system be expanded to other car parks as part of the Town Centre Regeneration Programme, for example at the Hanover Street Car Park and the Dolphin Centre.</i></p>
<p>Financial Implications: The cost of installing the existing Pay on Foot system in 2010 was £193K therefore with inflation in 2015 this would be nearer £213K. This project did include additional barriers to the Multi Storey however the pay stations were shared between the two. Therefore an estimate of the cost per car park converted to Pay on Foot would be between £150K and £200K.</p>
<p>Resource Implications: Please note that not all the car parks are suitable for the Pay on Foot system.</p>

Recommendation 3

<i>That consideration be given to the re-introduction of a car parking permit scheme for the over 65 year olds in order to encourage people to visit the town centre on a more regular basis.</i>

Financial Implications:

We are not able to provide details of the possible loss of income for this recommendation unfortunately there are too many variables, such as the number of permits issued and the number of times people use the car parks.
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Resource Implications:

Consideration would need to be given to the process of applying for and being issued with a permit
--

Background Information

Following consideration of the Finance Monitoring Quarter 1 Report at the Overview and Scrutiny Board meeting on 25th September 2014 it was noted that there appeared to be both a decline in revenue from Civil Parking Enforcement together with a decrease in use of car parking facilities within the Town Centre. Members discussed residents' preferences when parking in Bromsgrove and referred back to the Recreation Road South Car Parking Task Group Report which had recommended that the Pay on Foot system be introduced where possible at other Council owned car parks.

To ensure that car parking arrangements remained fit for purpose Members agreed that the contents of the Task Group's final report should be revisited as part of a Short Sharp Review. It was therefore resolved at that meeting that a Short Sharp Review of car parking arrangements in the district, made up of the members, and taking into account the findings, of that original Task Group's final report.

At the meeting of the Overview and Scrutiny Board held on 13th October it was noted that unfortunately only 2 original Members of the Recreation Road South Car Park Task Group had responded and confirmed that they would be interested in participating in the exercise. The Board therefore agreed that other Members should be offered an opportunity to participate in the review if the original Members of the Task Group were not available to do so. The membership was therefore agreed as that detailed within this report.

At its first meeting held on 22nd October the Members discussed the areas they wished to cover together with details of specific data they required from the Environmental Services Manager, who was invited to attend the following meeting of the Group.

The Review Group held a total of 3 meetings.

Chapter 1

Review of the Recreation Road South Car Park Task Group Report (August 2011)

The Review Group was formed as a consequence of the Overview and Scrutiny Board considering the Finance Monitoring Quarter 1 Report at its meeting held on 25th September 2015, when a projected variance had been recorded in that report of £44,000 in respect of car parks/civil enforcement. Members noted that Wychavon District Council, who provided the parking service under a Service Level Agreement, were investigating the variances, but were still concerned at the level of these at such an early stage in the financial year. The group noted that this variance referred to a decline in the revenue from Civil Parking Enforcement and a decrease in use of the car parking facilities in the Town Centre. Whilst it was acknowledged that the decrease in car parking usage was in line with the national trend it was felt that there may be an opportunity for the Council to make improvements which would counteract the decrease.

The remit of the Review Group was to revisit the Recreation Road South Car Park Task Group Report and to assess whether the recommendations within that report would still be of benefit to the Council and could contribute towards increasing the use of the Council's car parks and the economic development of the Town Centre.

22nd October 2014

At the Review Group's first meeting, it considered the earlier report and recommendations and discussed the areas it wished to investigate in more detail including comparative data it would like to receive from the Environmental Services Manager.

Whilst the original report had concentrated on the Recreation Road South Car Park, a number of the final recommendations were related to car parking in general within the Town Centre and it was those recommendations which the Review Group chose to concentrate its investigation around and in particular those which referred to providing free parking at particular times and the Pay on Foot system, that being recommendations 3, 4 and 5 which are set out below for information (together with the Cabinet responses received):

Recommendation 3 – That the Pay on Foot system be expanded to other car parks wherever possible.

Cabinet Response – That the benefits of the Pay on Foot system be fully acknowledged, however in view of the Town Centre regeneration project which includes a comprehensive traffic management review, it would be premature to consider the introduction of a Pay on Foot system on other car parks at this stage.

Recommendation 4 – That free car parking be provided (in all car parks) all day on a Sunday in order to encourage people to visit the Town Centre.

Cabinet Response – That the operation of the car parking service would be reviewed as part of the Shared Services and Transformation Programme and matters such as the structure of car parking fees would be considered as part of that review. It was acknowledged however that the financial implications of this recommendation would inevitably be a significant issue.

Recommendation 5 – That free car parking be provided (in all car parks) after 7.00 pm in order to encourage people to visit the Town Centre.

Cabinet Response – That the operation of the car parking service would be reviewed as part of the Shared Services and Transformation Programme and matters such as the structure of car parking fees would be considered as part of that review. It was acknowledged however that the financial implications of this recommendation would inevitably be a significant issue.

13th November 2014

At the second meeting of the Review Group detailed data was provided in respect of usage of all car parks and Councillor Rory Shannon also provided a Town Centre Health Check (Appendix 2) which contained details of the retail shops and food outlets within the Town Centre (a further updated version of this document was provided at the December meeting). This provided Members with a real insight into what was available within the Town Centre and they were pleasantly surprised to note that not only were there not as many vacant shops as believed, but also there was a much wider variety of retail shops and food outlets. The mix of shops and the detailed information provided within the health check led Members to begin to consider what changes, if any, to car parking in the Town Centre, would be of most benefit to not only the residents and visitors, but also retailers and the economic development of the Town Centre as a whole.

Additional information was requested at that meeting, which led Members to be confident that they would be in a position to formulate recommendations at the next meeting and agree which areas should be included within the final report.

22nd December 2014

(The Group had a meeting scheduled for 3rd December; however this had to be postponed due to an additional Overview and Scrutiny Board meeting being called.)

At this meeting Members discussed the notice of motion in respect of free evening car parking which had been brought before Council at its meeting on 19th November. Whilst not being against the proposal, the Review Group wished to record within this report their disappointment that this had been brought forward despite the Review Group's investigation still being carried

out and Members being aware of the work of the Group. It was agreed by members of the Review Group that it would have been more useful for such a motion to have been considered after the findings of the Review Group had been made available. Members were informed that as the motion had been agreed by Council, it was understood that a report would be brought before Cabinet at its meeting on 7th January 2015 to consider implementing a 12 month trial on Pay and Display car parks offering free parking after 7.00 pm each evening. The financial implication of this was a shortfall in projected income of approximately £60,000 with additional costs for changes to signage also being incurred. This was similar to the recommendation made in the original Recreation Road South Car Park Task Group Report in August 2011, when it was recommended that free parking be provided in all car parks, with an estimated financial cost to the Council of £140,000.

Whilst the Review Group understood the thinking behind the provision of free evening parking, when it considered all the evidence and data available, it believed that this may not be the best option if the Council wished to encourage the overall economic development of the Town Centre. After careful consideration the Review Group unanimously agreed that overall it would be more beneficial to provide free parking on a Sunday.

The Members gave the following reasons as to why they felt the option of providing free evening parking would have limited benefit to the Town Centre, in comparison to the financial cost to the Council:

- Whilst it was acknowledged that free evening car parking would be beneficial to residents and visitors, there was limited scope for this to lead to further enhancement of the night time economy, as those premises which opened during the evening would do so anyway with or without free parking being provided for their users.
- Off road parking was more readily available during the evening and therefore people who do not want to pay for car parking already have free parking available to them and already take advantage of this.
- As the food outlets within the Town Centre were well attended, particularly at the weekend period, it was likely that those residents and visitors that frequented them would do so whether car parking was free or charged.
- During the evenings only food and drinks outlets were open in the Town Centre with limited scope for greater economic growth.

However, if the Council were to consider providing free car parking on a Sunday the Review Group felt that the following benefits could be achieved:

- The financial cost to the Council would be similar to that for free evening car parking.
- If the appropriate marketing campaign was carried out there was a greater opportunity for economic growth – currently there were 36 retail outlets open for at least part of Sunday (see Appendix 2) with the potential for many more to open with the incentive of free parking for residents and visitors.

- If it was seen that the provision of free Sunday car parking proved to be a boost to the economic development in the Town Centre, then that boost may also encourage new retail shops to consider moving to the Town Centre and help to support the current regeneration programme.
- The opportunity to hold specific events over the weekend period at specific times of year, for example during the summer months or the Christmas period to further promote the Town Centre and the availability of free car parking.

The Members of the Review therefore recommend the following:

Recommendation 1

(The Review Group wish to reiterate Recommendation 4 of the previous Recreation Road South Car Park Task Group report (August 2011).)

That free car parking on a Sunday be introduced for a 6 month trial period, to include the summer period in order to encourage people to visit the town centre.

Members believed that it was important for the Council to find a means of encouraging residents and visitors to the town centre, whether this is during the day or in the evening. As previously noted, the original report had concentrated in particular on the Recreation Road South Car Park and it was clear from that investigation and from updated information received from the Environmental Services Manager that the Pay on Foot system used at this car park was the most popular system, as it allowed people to pay at the end of their visit to the town centre, rather than having to anticipate how long their visit would last and make the necessary payment before it commenced. The data provided highlighted that the Recreation Road South Car Park was one of only 2 car parks which had in fact seen a slight increase in usage in the first 6 months of 2014, the other being the Churchfields Multi Storey which was also Pay on Foot.

The benefits of the Pay on Foot system had been highlighted within the original report and a recommendation made for it to be rolled out to other car parks wherever possible. Cabinet had responded by acknowledging the benefits of the Pay on Foot system but that due to the town centre regeneration project being underway and a comprehensive traffic management review taking place, it would be premature to consider the introduction of such a system at other car parks.

Members of the Review Group believed that as the Town Centre regeneration was now moving at a pace this was the ideal opportunity to once again highlight the positives of the Pay on Foot system and encourage the Council to take these into consideration during any negotiations within the redevelopment programme. This was particularly timely in respect of both the redevelopment of the Hanover Street site, which it was hoped would take

place in the not too distant future, together with the Dolphin Centre site and the building of the new Leisure Centre which was also eagerly awaited.

The Review Group therefore wished to take the opportunity once again to highlight both the benefits of this system and the opportunity for the Town Centre regeneration programme to include it wherever possible.

The Members of the Review therefore recommend the following:

Recommendation 2

(The Review Group wish to reiterate Recommendation 3 of the previous Recreation Road South Car Park Task Group report (August 2011).)

<i>That the Pay on Foot system be expanded to other car parks as part of the Town Centre Regeneration Programme, for example at the Hanover Street Car Park and the Dolphin Centre.</i>
--

Chapter 2

General Observations

Members received information from a variety of sources when considering car parking within the district. It noted from a report, which was published during their investigation, by the automobile club RAC that across the country car park surpluses had risen by 12% to a total of £650m. The report also suggested that local authorities were using car park incomes to prop up Council revenue funds, rather than reinvesting any surplus revenue from parking in local transport or road improvements, in line with the Secretary of State's parking guidance. From other reports it was also noted that in an AA/Populus survey responded to by 15,860 AA members, the cost of parking was considered the most important issue when deciding to make a trip into town (81%), with only 7% considering it unimportant.

It was confirmed to Members that the Council had no specific schemes that were funded from car parking revenue generated, as the income was allocated in full to the Council's General Fund.

From its investigations, it was clear to the Review Group that car parking had long been a contentious area amongst residents and one which had been considered by the Overview and Scrutiny Board on a number of occasions through either a report to the Board or Task Group investigations.

The reports previously received by the Board included:

- 10th September 2012 - Blue Badge Holder Consultation Presentation
Car Parking Disability Usage/Marketing Campaign Report
- 16th December 2013 - Car Parking Review Report

The Board has also carried out a number of Task Groups over recent years:

- March 2007 Car Parking Task Group
- August 2011 Recreation Road South Car Park Task Group

It was also noted that on a number of occasions representatives from the Older Peoples Forum had put forward scrutiny topic proposals asking the Overview and Scrutiny Board to consider carrying out a review of discounted parking charges (January 2012) and car park charges generally (July 2013).

Members discussed ways in which residents generally could benefit from some sort of discount scheme or whether it was appropriate for this to be focused on a particular group, for example older people or those who used a "blue badge". From the information provided in Appendix 1 it was noted that generally the charges made by the Council for car parking were in line with, if not slightly more attractive than those listed within the "nearest neighbour group", the main difference being the provision of free parking during the

evening and/or on a Sunday and for disabled users. Whilst this has been further addressed in Chapter 1 of this report, Members wished to highlight that free parking for the disabled was something which the majority of other local authorities provided, as opposed to a charge being made by this Council.

During the course of its investigations, the Members of the Review had individually spoken to a number of residents, within their own Wards and Groups within the community. The Older Peoples' Forum had as stated above previously put forward topic proposals and during the course of discussions more recently had referred to an earlier scheme which allowed for discounted parking for older residents. Members considered the benefits of reinstating such a scheme, which it was believed would not only benefit the group of residents, but would encourage them to visit the town centre more often and therefore contribute to the regeneration/economic development of it. Whilst it was accepted that there was a significant financial implication to such a scheme Members agreed that this was out weighed by the benefits the town centre would gain.

The Members of the Review therefore wish to make the following recommendation:

Recommendation 3

<p><i>That consideration be given to the re-introduction of a car parking permit scheme for the over 65 year olds in order to encourage people to visit the town centre on a more regular basis.</i></p>

Whilst considering the data provided in respect of Nearest Neighbour Car Parking facilities, Members noted that some Local Authorities provided a small number of car parking bays which allowed for either 30 minutes or 1 hour free parking. The Review Group requested comparative data from the Environmental Services Manager in respect of 30 minute and 1 hour ticket sales for all car parks and from that data it did not appear that there was a change in the number of people purchasing these tickets, but just a general decline in all but the Pay on Foot car parks.

It was also noted that there appeared to be an increase in the number of privately owned car parks within the Town Centre area and that these were competitively priced in comparison to the Council owned ones, in particular for all day parking and weekend parking. Members were reminded that car parking charges had not increased since 2010 and that no increase was planned for 2015/16.

Whilst the Review Group considered making changes to the car parking charges, it was acknowledged that the Council's charges were reasonable when compared to those considered within the Nearest Neighbour List and that to do so would have a significant cost to the Council. It was confirmed that if free parking at specific times was applied then no changes to the

machines were necessary, but merely revised signage needed to be provided, whereas if changes to the tariffs were put in place, then the machines would need to be re-programmed, with a financial implication to the Council.

Members also discussed the change in people's shopping habits and it was acknowledged that it was difficult for any small town to compete with online shopping and the growing number of out of town retail parks which provided a larger selection of both retail shops and food outlets.

These changes in shopping habits included the introduction at many stores of a "click and collect" service which could necessitate a shorter stay at a car park. From the data provided in respect of the shops within the Town Centre area (detailed in Appendix 2) it was noted with interest that 92 provided an online service, although Members were unable to verify how many of those also provided a "click and collect" service. In any case it was acknowledged that the greater availability on any online service would undoubtedly have a detrimental effect on any Town Centre.

Taking all these points into account the Review Group agreed that it was therefore important to consider all ways of encouraging residents and visitors to come to the Town Centre. Whilst the Members did not think it appropriate to recommend making a number of parking bays available for short periods of time, it was agreed that perhaps it was something which could be considered in the future.

Agenda Item 11

Appendix 1

Car Parking – Comparison Charges as at 31st October 2014

BROMSGROVE

Car Park	Up to 30 mins	1 hour	2 hours	3 hours	4 hours	5 hours	All day
Recreation Road South	40p	80p	£1.60	£2.40	£3.20	£4.00	n/a
Churchfields Multi-storey	40p	80p	£1.60	£2.40	-	-	£3.00
Recreation Road North	40p	80p	£1.60	£2.40	-	-	£5.00
Parkside	40p	80p	£1.60	£2.40	£3.20	£4.00	n/a
Stourbridge Road	40p	80p	£1.60	£2.40	-	-	£5.00
School Drive	40p	80p	£1.60	£2.40	-	-	£5.00
Hanover Street	40p	80p	£1.60	£2.40	-	-	£5.00
New Road	40p	80p	£1.60	£2.40	£3.20	£4.00	-
Windsor Street	50p	£1.00	£2.00	-	-	-	-
Bromsgrove Railway Station	n/a	n/a	n/a	n/a	n/a	n/a	£3.00
Dolphin Centre (Permits only)	n/a	n/a	n/a	n/a	n/a	n/a	n/a

OTHERS – Using Nearest Neighbour List

	Up to 30 mins	1 hour	2 hours	3 hours	4 hours	5 hours	All day
<u>Selby District Council</u> – Short Stay	-	50p	£1.00	Over 2 hrs £5.40			
– Long Stay 8 am – 6 pm Mon – Sat Free on a Sunday Free for disabled	-	-	-	Up to 3 hrs £1.20	Over 3 hrs £3.00		
<u>Maldon District Council</u> – Short Stay (some car parks include 5 free 30 minute parking bays)	-	90p	£1.20	£1.60	£3.10	Over 4 hrs £8	
- Long Stay 8 am – 6 pm		90p	£1.20	£1.60	£2.20	£4.00	
<u>Stroud District Council</u> Short Stay	-	80p	£1.50	£2.00			
Long Stay 8 am – 5 pm Mon – Sat Free on a Sunday Free for disabled One pay on foot which is payable Mon to Sun.	-	60p	£1.00	£1.50	£1.80	£2.50	

Agenda Item 11

	Up to 30 mins	1 hour	2 hours	3 hours	4 hours	5 hours	All day
<u>High Peak Borough Council</u> Some were free for first hour but must display a ticket after that) 8 am – 6 pm Residents with parking permits can park free after 4.pm and all day on a Sunday in any Council Car Park.	-	80p	£1.30	-	£2.50	£3.50	
<u>Rushcliffe Borough Council</u> A number of free car parks and 3 pay and display 7.30 am – 6.00 pm 6pm – 11.59 pm £1 Sundays Free	-	-	£1	Up to 3 hrs £3.50			
<u>Tewkesbury Borough Council</u> 8 am – 5.30 pm Sunday 12.30 pm – 5.30 pm	-	£1	£2	£3.50	£5	£8	

Appendix 2

Breakdown of business types

	High St	Worcester Rd and others	
Bookmaker	3	1	4
Sweetshop	2	0	2
Catalogue	1	0	1
Clothing	11	3	14
Shoes	2	0	2
Charity	8	1	9
Pub/Restaurant	7	4	11
Bank	8	0	8
Pawn shop	1	0	1
Mobile phone	3	1	4
Cobbler	1	1	2
Fast Food	3	5	8
Newsagent	2	1	3
Books/Gifts	1	0	1
Travel agent	2	1	3
Cards/gifts	4	0	4
Café	3	3	6
Chemist	1	0	1
Furniture	1	0	1
Optician	4	0	4
Hairdresser	2	11	13
Estate Agent	3	5	8
Cosmetics	3	0	3
Butchers	1	0	1
Homecare	1	0	1
Jewellery	2	1	3
Photography	2	0	2
Computer repair	1	1	2
Stationary	1	0	1
Arcade	1	0	1
Post Office	1	0	1
Recruitment	1	0	1
Health Food	1	0	1
Toy Shop	1	0	1
Furniture	1	0	1
Homebrew	0	1	1
Printing	0	1	1
Interior Design	0	3	3
Bridal wear	0	1	1
Tuition	0	2	2
Supermarket	0	3	3

Agenda Item 11

Greengrocer	0	1	1
Nail Bar	0	3	3
Printer cartridges	0	1	1
Takeaway	0	4	4
Florist	0	1	1
Electrical equipment	0	3	3
Insurance	0	1	1
Cars	0	1	1
Political party	0	1	1
Night club	0	1	1
Chiropodist	0	1	1
Skincare	0	1	1
Cake decorating	0	1	1
Tattoo	0	1	1
Carpets	0	1	1
Empty Unit	14	7	21
Total shops on High Street	<u>104</u>	<u>79</u>	<u>183</u>

Open on Sunday

Yes	21	15	36
No	69	57	126
	<u>90</u>	<u>72</u>	<u>162</u>

Online Shopping

Yes	32	65	97
No	58	7	65
	<u>90</u>	<u>72</u>	<u>162</u>

Town Centre Survey 11th November 2014 (High Street)

Number	Business Name	Type	Mon to Fri	Sat	Sun	Online
	William Hill	Bookmaker	9 till 5	9 till 5	10 till 4	Yes
	Sweets	Sweetshop	9 till 5	9 till 5		No
	Argos	Catalogue/Homeware	9 till 6	9 till 5	10 till 4	Yes
	Sports Direct	Sports Clothing	9 till 5	9 till 5	10 till 4	Yes
	Shoe Zone	Shoes	9 till 5.30	9 till 5.30		No
	Cancer Research	Charity	9 till 5	9 till 5.30		No
	Empty					
	Slug and Lettuce	Pub/Restaurant	10 till 12	10 till 1	12 till 11	No
	NatWest	Bank	9 till 5	9 till 12.30		Yes
	Halifax	Bank	9 till 5	9 till 12.30		Yes
	Peacocks	Clothing	9 till 5.30	9 till 5.30	10.30 till	No

					4.30	
	Barclays	Bank	9.30 till 4.30	9.30 till 2		Yes
	The Money Shop	Pawn Shop	9.30 till 5.30	9.30 till 5.30		Yes
	EE	Mobile Phone	9.30 till 5.30	9 till 5.30		Yes
	Empty (Sense)					
	Timpson	Cobbler	9 till 5.30	9 till 5		No
112	Lloyds	Bank	9 till 5	9 till 12		Yes
110	Hoti Toyti	Toy Shop	9 till 5	9 till 5		No
108	Mad about Sweets	Sweet shop	9 till 5	9 till 5		No
	The Peer Group	Clothing	9 till 5	9 till 5		No
	Empty					
	Martins	Newsagents	8 till 5.30	8 till 5.30	8 till 2	No
	The Works	Book Shop/Gifts	9 till 5.30	9 till 5		No

	Thomas Cook	Travel Agent	9.30 till 5.30	9.30 till 5.30		Yes
	Clintons	Cards and Gifts	9.30 till 5.30	9.30 till 5.30		No
	Costa	Café	8.30 till 6	8.30 till 6	10 till 4	No
	Lambrooks	Bookmaker	8.30 till 10	8.30 till 10	9.30 till 7.30	Yes
	Carphone Warehouse	Mobile Phone	9.30 till 5.30	9.30 till 5.30		Yes
	Boots	Chemist	9.30 till 5.30	9.30 till 5.30		No
	Betel UK	Furniture	9 till 5	9 till 5		No
	Coffee 2	Café	9 till 5	9 till 5		No
	Empty (Waterstones)					
	Boots	Optician	9 till 5.30	9 till 5.30		No
	Empty					
	Store Twenty One	Clothing	9 till 5.30	9 till 5.30		No
	WH Smith	Newsagents/Books	8.30 till 5.30	8.30 till 5.30		Yes

52	Nationwide	Bank	9 till 5	9.30 till 12.30		Yes
54	The British Red Cross	Charity	9.30 till 5.30	9.30 till 5.30		No
	The West Brom	Bank	9 till 5	9.30 till 12.30		Yes
46	Eye Deal Eye Care	Optician	9.30 till 5.30	9 till 5		No
44	Empty (Standard)					
	UK Barbershops	Hairdresser	9 till 5	9 till 5		No
	The Regency	Café	9 till 5	9 till 5		No
38	Empty					
	Prezzo	Restaurant	12 till 11	12 till 11	12 till 10	No
	The Golden Cross	Pub/Restaurant	7 till 12	7 till 12	8 till 10	No
18	Alan Morris	Estate Agent	9 till 5.30	9 till 5.30		Yes
	Empty (Pizza Hut)					
	Primrose Hospice	Charity	9 till 4.30	9 till 4.30		No

	Urban Angel	Gifts	9.30 till 5.30	9.30 till 5.30		No
	Empty (Advertiser)					
	India Spice	Restaurant	12 till 12	12 till 12	12 till 10	No
	Empty (Tony and Guy)					
	The Grove	Pub	12 till 12	12 till 12	12 till 10	No
	Empty (Holland & Barratt)					
	Betfred	Bookmaker	8.30 to 10	8.30 till 10	10 till 10	Yes
	The Co-op	Funeral Director	9 till 5			No
	Pizza Express	Restaurant	11.30 till 11	11.30 till 11	11.30 till 11	No
	Empty (McDonalds)					
	Empty (McDonalds)					
	Dixons	Estate Agent	9.30 till 5	9 till 4		Yes

	Salvation Army	Charity	9 till 5	9 till 5		No
	Poundland	Homeware	8 till 6	8 till 6	10 till 4	No
	Bodycare	Cosmetics	9 till 5	9 till 5		No
47	HSBC	Bank	9 till 5	9 till 2		Yes
	Empty (Vodafone)					
	Empty (Hallmark)					
	Leigh Jones	Butchers	9 till 5	9 till 5		No
	Holland & Barrett	Health Foods	9 till 5	9 till 5		Yes
	F.Hinds	Jewellery	9 till 5	9 till 5		Yes
	Oulsnam	Estate Agent	9 till 5	9 till 5		Yes
	Max Spielmann	Photography	9 till 5.30	9 till 5.30		Yes
	Lesley Ashworth	Clothing	9 till 5	9 till 5		No
	Oswald Bailey	Outdoor Pursuits	9 till 5	9 till 5		No

	Vodafone	Mobile Phone	9 till 5.30	9 till 5.30		Yes
	Claire's	Cosmetics	9 till 5.30	9 till 5.30		No
	Red Lion	Pub	12 till 11	12 till 11	12 till 10	No
	Blunts	Shoes	9.30 till 5.30	9 till 4		No
	Card Factory	Cards/Gifts	9 till 5.30	9 till 5.30		No
	Edinburgh Woollen Mill	Clothing	9 till 5.30	9 till 5.30		No
	Elements	Jewellery	9.30 till 5.30	9.30 till 5.30		No
	French Connection	Fast Food	7 till 4	7 till 4		No
	Comucare	Computer Repairs	9 till 5	9 till 5		No
	Thomas Cook	Travel Agent	9 till 5.30	9 till 5.30		Yes
	Bromsgrove Menswear	Clothing	9 till 5	9 till 5		No
	Santander	Bank	9 till 5	9 till 5		Yes
	Ryman's	Stationary	9 till 5.30	9 till 5.30	10 till 4	Yes

	New look	Clothing	9.30 till 5.30	9.30 till 5.30		Yes
	Card Party	Cards/Gifts	9 till 5	9 till 5		No
	Oxfam	Charity	9 till 5	9 till 5		No
	Chapman	Optician	9 till 5.30	9 till 5		No
	Savers	Cosmetics	9 till 5	9 till 5		No
	Acorns	Charity	9 till 5	9 till 5		No
	Shipley's	Arcade				
	Burtons/Dorothy Perkins	Clothing	9.30 till 5.30	9 till 5		Yes
	M&Co	Clothing	9 till 5.30	9 till 5.30		Yes
	Post Office	Post Office	9 till 5.30	9 till 1		Yes
123	Fotofactory	Photography	9 till 5	9 till 5		No
	PDSA	Charity	9 till 5	9 till 5		No
	BlueCross	Charity	9 till 5	9 till 5		No

	Premiere People	Recruitment	9 till 5	9 till 5		No
	Specsavers	Opticians	9 till 5.30	9 till 5	10 till 4	No
	Subway	Fast Food	7 till 7	7 till 7	10 till 6	No
	Chapters	Hairdresser	9 till 8	9 till 5		No
	Dominos	Fast Food	10 till 12	10 till 12	12 till 10	Yes

Town Centre Survey 21st December 2014 (Worcester Road, and other side streets)

Number	Business Name	Type	Mon to Fri	Sat	Sun	Online
Church Street	Nails Avenue	Nail Bar	9 till 5	9 till 5	10 till 4	No
	Bromsgrove Sports	Sports Clothing	9 till 5	9 till 5		No
	Cartridge World	Printer Cartridges	9 till 5.30	9 till 5		Yes
	Snipz	Hairdresser	9 till 5	8.30 till 3.30		No
	Empty					
	Country Casuals	Clothing	9 till 5	9 till 5		No
	Hair Shack	Hairdresser	10 till 7	9 till 5	10 till 1	No
	School Days	School Clothing	9 till 5	9 till 5		No
	Corner Kitchen	Fast Food	7 till 3	7 till 3		No
	Wok Kitchen	Take Away	4 till 10.30	4 till 10.30	4 till 10.30	No

	K Bassam	Jewellery	9.30 till 5	9.30 till 4		No
	Bromsgrove Cobbler	Cobbler	9 till 5	9 till 5		No
	Clippers	Hairdresser	9 till 5	8.30 till 5.30		No
Mill Lane	The Co-operative Travel	Travel agent	9 till 5	9 till 5		Yes
	Fresh Flowers	Florist	9 till 5	9 till 5		Yes
	Thompsons	Electrical Equipment	9 till 5	9 till 5		No
	Extra Care	Charity	9 till 5	9 till 5		No
	John's Fruit and Veg	Greengrocer	9 till 5	9 till 5		No
	Iceland	Supermarket	8 till 6	8 till 6	10 till 4	Yes
Market Street	ASDA	Supermarket				Yes
Chapel Street	Sports' Barbers	Hairdresser	9 till 6	9 till 5		No
	The Lemon Tree Café	Café	8 till 4	9 till 5		No
	The Phone Club	Mobile phone	9 till 5	9 till 5		No

	Plaza Café	Café	8 till 6	8 till 5		No
	Scruples	Hairdresser	9 till 5.30	9 till 5.30		No
	Art Café	Café	9.30 till 4.30	9.30 till 4.30		No
6/7 High Street	A plan	Insurance broker	9 till 5	9 till 3		Mo
2 Worcester Road	Empty					
	Empty					
	Ladbrokes	Bookmaker	9 till 10	9 till 10	9 till 9.30	Yes
	Empty					
	Simply Letts	Estate agent	9 till 5	9 till 5		No
	Bromsgrove School of Music	Tuition	12 till 7	9 till 7		No
	Ann Marie	Bridalwear	10 till 3	10 till 3		No
19	Hairs and Graces	Hairdresser	10 till 5	10 till 5		No
	The Little Ale House	Pub	12 till 11	12 till 11	12 till 10	No

	Neal's Garage	Cars	9 till 6	9 till 6	10 till 5	No
35	Istanbul Grill	Fast Food	12 till 11	12 till 11	4 till 10.30	No
	Conservative Party	Political Party	?	?	?	Yes
	Love 2 Love	Night Club		9 till 4		No
	Capillago	Hairdresser	9 till 5	9 till 5		No
	Hair and Beauty Nails	Nail Bar	9 till 5	9 till 5		No
	Empty					
	Adrian Kriss	Chiropodist	9 till 6			No
	Pinfields	Computer Repairs	9 till 5			No
53	Rosmetics	Skincare	9 till 5	9 till 5		No
	Anarkal	Take Away	4 till 10.30	4 till 10.30	4 till 10.30	No
	New Orient	Take Away	12 till 10	12 till 10	12 till 10	No
	Charlie's Kebabs	Fast Food	12 till 10	12 till 10	4 till 10	No

56	Sugar craft	Cake decorating	10 till 5	9.30 till 4		No
	Newsagent	Newsagent	7 till 4	7 till 4		No
	Kip McGrath	Tuition	3 till 8.30	9 till 2		No
	Bicknell	Interior Design	9 till 5	9 till 5		No
	GR	Hairdresser	10 till 6	9 till 4		No
	On the rocks	Restaurant	4 till 10.30	4 till 10.30		No
	The Sandwich Lady and sons	Take Away	8 till 5	8 till 5		No
	Zig Zags	Hairdresser	9 till 5	9 till 5		No
	Manhattag	Nail Bar	10 till 6	10 till 6		No
38	DJ Chipshop	Fast Food	12 till 12	12 till 2.30	6 till 10	No
	The Max	Tattoo	10 till 6	10 till 6		No
	Antonio	Fast Food	12 till 12	12 till 12	4 till 10	No
	Bromsgrove Carpet Centre	Carpets	9 till 5	9 till 5	10 till 3	No

	The Dog and Pheasant	Pub		4 till 2		No
18	KSH	Interior Design	9 till 5	9 till 5		No
	KK Mart	Supermarket	9 till 5	9 till 5		No
	Bromsgrove Printing	Printers	9 till 5			No
	Maekag Thai	Restaurant	12 till 10	12 till 10	4 till 10	No
	Brew Badger	Homebrew	10.30 till 5.30			No
	Emily Jayne	Interior Design	9 till 5	9 till 5		No
	Bromsgrove Ego Centre	Electrical Equipment	9 till 5			No
	Empty					
	AP Morgan	Estate agent	9 till 5	9 till 5		No
George House	Empty					
New Road	Spain's	Electrical Equipment	9 till 5	9 till 5		No
	GB	Hairdresser	10 till 6	10 till 6		No

	Hanson's	Estate agent	9 till 5	9 till 5		No
	Fisher German	Estate agent	9 till 5	9 till 5		No
	Andrew Grant	Estate agent	9 till 5	9 till 5		No
	Alberto	Hairdresser	9 till 5	9 till 5		No

Appendix 3

ACKNOWLEDGEMENTS

The Task Group wishes to thank the Democratic Services Officer, Amanda Scarce for her support throughout the Review Group's investigations, together with Kevin Hirons, Environmental Services Manager who attended a number of meetings and provided supporting data.

KEY DOCUMENTS

Recreation Road South Car Park Task Group Report (August 2011)
BDC Parking Review (December 2013)
BDC Car Park Quick Review (October 2014)



Bromsgrove
District Council
www.bromsgrove.gov.uk

Legal, Equalities and Democratic Services

Bromsgrove District Council, The Council House, Burcot Lane,
Bromsgrove, Worcestershire B60 1AA
Telephone: 901527) 881288
Email: scrutiny@bromsgrove.gov.uk

Health Overview and Scrutiny Committee Tuesday, 9 December 2014, County Hall - 1.30 pm

Minutes

Present:

Mr A C Roberts (Chairman), Mr P Grove, Ms P A Hill, Mr A P Miller, Prof J W Raine, Ms M A Rayner, Mr G J Vickery, Dr B T Cooper, Mr M Johnson, Ms J Marriott (Vice Chairman), Mrs F M Oborski, Mrs F S Smith and Mrs P Witherspoon

Mr J Parish

Also attended:

Worcestershire Health and Care NHS Trust
Sarah Dugan, Sue Harris, Stephen Collman, Dr Alan Farmer, Kate Glenholmes
Robert Kinnersley (Patient Representative)

Integrated Commissioning Unit
Frances Martin, Richard Keble

Suzanne O'Leary, Overview and Scrutiny Manager and Jo Weston, Overview and Scrutiny Officer.

Available Papers:

- A. The Agenda papers and appendices referred to therein (previously circulated)
- B. The Minutes of the Meetings held on 8 October and 5 November 2014
- C. Presentation handouts for Item 5.

717 Apologies and Welcome

Apologies had been received from Mr P Gretton.

718 Declarations of Interest and of any Party Whip

None.

719 Public Participation

None.

720 Confirmation of the Minutes of the Previous Meeting

For clarity, Worcestershire Health and Care NHS Trust asked for some additions (in italics) to the Minutes of the Meeting on 5 November. Members agreed to the following changes and the Minutes were signed by the Chairman.

721 Mental Health Services

Who accesses the service?

There was no change in service for those in crisis (16 during the stated period), who would be assessed under the Mental Health Act *but a slower response time may be experienced out of hours*

Main discussion points

- Members asked whether there had been an evaluation of the impact of the changes to mental health liaison. Because of the changes in the data collected, it was not possible to make direct comparison between the current and past service provision, but it was reiterated that all statutory responsibilities were met *by WHCT in relation to the Mental Health Act*
- It was clarified that mental health liaison was hospital based, did not go out into the community, and operated from 8am to 10pm. Outside of those hours the crisis team would respond *based on clinical prioritisation to specific patients only.*

Attending for this item were:

Worcestershire Health and Care NHS Trust (Providers):

Sarah Dugan, Chief Executive Officer
Sue Harris, Director of Strategy and Business Development
Stephen Collman, Director of Operations
Dr Alan Farmer, Consultant Psychiatrist
Kate Glenholmes, Primary Care Mental Health Lead
Robert Kinnersley, Patient Representative

Integrated Commissioning Unit (Commissioners):

Frances Martin, Director (Adult Services)
Richard Keble, Head of ICU

The Chairman explained that as the Committee had a genuine interest in Mental Health he had asked Worcestershire Health and Care NHS Trust (WHCT) to attend and provide an overview of the services they provide, omitting the complex areas of Dementia and Children's mental health issues, which would be considered separately.

By way of presentation, WHCT highlighted the following areas:

Background

During the 1990s, mental health services nationally changed from institutionalised provision to community based mental health services. This resulted in some patients moving from a place where they had lived for all their adult life, such as Barnsley Hall near Bromsgrove, to being offered supported living in a community setting. This shift was monumental for some patients.

Today, patients with mental health issues are identified much earlier, through positive early intervention, and a much wider range of support is available to all patients; there is now a more sophisticated understanding of the different needs of people with mental health problems and how these can be treated. At present, community mental health services are far reaching, moving away from bed based services to community services, resulting in people having the opportunity to retain friendships and engage in activities including education, hobbies and work and to be as independent as possible, as an overall package to support their wellbeing. The present picture was a world away from the 1990's.

Current Position

People are at the centre of decision making, with care plans which engage with them and work across professional and organisational boundaries. With one care plan, there is a need for one co-ordinator and this is also in place, for seamless integration between mental health and social care professionals.

Stepped Care and Range of Services

There was a graded, stepped approach to mental health provision, with the aim being for patients to move smoothly between steps. The first 3 steps – from recognition to moderate or severe mental health problems - account for 75% of all mental health cases, and were provided within primary care GPs. Examples included recognition and assessment, watchful waiting, guided self-help, psychological interventions, medication and social support.

Step 4 was more specialist provision, including crisis teams, supporting people who are at significant risk. Strategies for support included complex psychological interventions, combined treatments and medication.

Inpatient provision and crisis teams were at Step 5, supporting people who present a risk to life or severe self-neglect. Support included medication, combined treatments and Electro-convulsive therapy (ECT).

Patients would not know they were moving between steps, but it was a very useful tool to explain and justify pathways to Commissioners.

It was noted that the range of mental health services on offer had grown and included specialist areas including:

- Mother and baby services
- Eating disorder services
- Forensic step down support, for people moving away from a secure unit
- Personality disorders
- Vocational services, providing individual placement support, including sheltered workshops
- Re-ablement

Investment

Early intervention had improved over the last 10 years, to the extent that, for example, average wait times for treatment for psychosis had reduced from 18 months in 2003/4 to less than 6 weeks now. The number of young people admitted to hospital for psychosis had also reduced from 80% to 8%.

There was a focus on recovery and there had been improvements in the experience of patients and their families, resulting in increased satisfaction. As this phase was more positive, it was felt recovery was more successful.

It was recognised that patients valued the support of community services and benefited from support for housing, education and opportunities for work. Therefore, home based care was enabling more choice to the individual.

The number of mental health inpatients in Worcestershire was low; however, this group represented around 41% of the Trust's investment in mental health. In comparison, around 35% of the population, who had support at primary care level, account for around 14% of the budget.

Performance

As an integrated service, there were performance targets on both elements of social care and specific health targets. It was pleasing to note that targets were mostly being met over a 3 month period from August 2014, and if not, the direction of travel was positive, such as the % of clients in social care for 12 months or more and reviewed in the last 12 months.

Patient Story

Mr Kinnersley spoke to the Committee about his own experience and journey, which suggested that the current early intervention and support available was much more positive than his experience as a young man. He spoke very positively about the help available to his family and himself, enabling him to lead a life which was manageable and supported, by both his family and his employers. He stressed the importance of peer support and group work, including groups established to support family carers, and a two-way dialogue between patients and service providers. He had some concerns about the provision of crisis care.

Current Challenges

It was suggested that although, nationally, the focus on mental health was high, there were a number of areas which would continue to prove challenging. These areas included:

- Access to psychological therapies (more primary care mental health support overall)
- Crisis care capacity (especially out of hours and CAMHS)
- Personality disorder
- Step down – forensic
- Support for people with aspergers/autism, which is very limited in Worcestershire
- Housing (supported living)
- Prevention/mental wellbeing.

Future

The profile of mental health would continue to grow to enable further successful multi-agency working, resulting in mental health being "everybody's business".

In the following discussion, the following main points were made:

- The Committee was pleased to note that nationally, the profile of mental health had improved and locally the picture was encouraging
- Some Members raised concerns about the impact of other conditions, such as drug and alcohol abuse and recognised that complications could arise, especially in older people
- Since April 2014 patients have had the right to choose mental health providers, this was still being developed as block contracts were still in place with providers
- Many services were provided in primary care settings, although there were also residential and hospital settings. When asked whether there was enough provision overall, it was suggested that more crisis beds were needed. It was hard to specify

exactly to each GP practice how many patients with mental health conditions would be on their list, but the national morbidity survey and risk predictors were used to get an idea of numbers

- It was noted that not all people who committed suicide had been receiving services from WHCT, but if a service user took their own life WHCT would look to see what lessons could be learned; early intervention had had an impact on suicide rates
- In relation to discharge, Members queried what level of support was available at home, such as ensuring food was available. In response, the home treatment team was responsible for liaison and the team did have access to food banks if appropriate
- The role of the voluntary and community sector in advocacy services was vital as funding from the Clinical Commissioning Groups was falling, although it was clarified that access to services was a statutory duty
- There would be an e-marketplace from April 2015, resulting in GPs being able to access a range of services across health and social care. Although GPs could refer, it was explained that self-referrals could also occur
- Simon Adams, Chief Operating Officer from Healthwatch Worcestershire, commented that nationally, there was concern about the homeless population and, with budgets being cut, the impact on provision was a concern. In addition, the duties of the new Care Act would add extra burden on providers and commissioners
- With the consent of the Chairman, Members heard from Sandra Weidrick, a member of the public, who had developed an art programme for people with varying degrees of mental health issues. She raised concerns especially in relation to funding cuts generally, but also the lack of support for family and friends and lack of crisis support.

The Chairman noted a number of themes which had emerged from the discussion: waiting times for early intervention, psychological therapies – including group therapies, discharge planning, housing and supporting people, funding, integration with social care, the interface between health providers, the balance between mental health and physical health, the role of councillors and suicide prevention. He thanked all those present for a valuable presentation and discussion and looked forward to updates at future meetings.

**722 Health Overview
and Scrutiny
Round-up**

Worcestershire Acute Hospitals NHS Trust Board
Meetings

Cllr Vickery reported that concerns had been raised over recent Worcestershire County Council actions, including the loss of a Dementia post and delays in discharge. In addition, a transport working group had been formed to look at future models and there were concerns about the removal of the park and ride. He had been impressed with the way the meeting had been run.

Redditch Borough Council

Cllr Witherspoon commented that Dementia was on their Work Programme.

The meeting ended at 3.40 pm

Chairman

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CABINET LEADER'S WORK PROGRAMME

1 FEBRUARY 2015 TO 31 MAY 2015

(published as at 1 January 2015)

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

(NB: There may be occasions when the Cabinet may make recommendations to Council for a final decision. E.g. to approve a new policy or variation to the approved budget.)

Whilst the majority of the Cabinet's business at the meetings listed in the Work Programme will be open to the public and media organisations to attend, there will inevitably be some business to be considered that contains confidential, commercially sensitive or personal information.. This is called exempt information. Members of the public and media may be asked to leave the meeting when such information is discussed.

If an item is likely to contain exempt information we show this on the Work Programme. You can make representations to us if you consider an item or any of the documents listed should be open to the public.

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

Key Decisions are those executive decisions which are likely to:

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

Key Decisions will include:

1. A decision which would result in any expenditure or saving by way of a reduction in expenditure of £50,000 provided the expenditure or saving is specifically approved in the Medium Term Financial Plan.
2. A virement of any amount exceeding £50,000 provided it is within any virement limits approved by the Council;
3. Any proposal to dispose of any Council asset with a value of £50,000 or more or which is otherwise considered significant by the Corporate Property Officer;
4. Any proposal to cease to provide a Council service (other than a temporary cessation of service of not more than 6 months).
5. Any proposal which would discriminate for or against any minority group.

The Work Programme is available for inspection free of charge at The Council House, Burcot Lane, Bromsgrove, B60 1AA from 9am to 5pm Mondays to Fridays; or on the Council's web-site www.bromsgrove.gov.uk

If you wish to make representations on the proposed decision you are encouraged to get in touch with the relevant report author as soon as possible before the proposed date of the decision. Contact details are provided Alternatively, you may write to the Head of Legal, Equalities and Democratic Services, The Council House, Burcot Lane, Bromsgrove, B60 1AA or e-mail: democratic@bromsgroveandredditch.gov.uk

The Cabinet's meetings are normally held every four weeks at 6pm on Wednesday evenings at The Council House. They are open to the public, except when confidential information is being discussed. If you wish to attend for a particular matter, it is advisable to check with the Democratic Services Team on (01527 881409 to make sure it is going ahead as planned. If you have any queries Democratic Services Officers will be happy to advise you.

The full Council meets in accordance with the Councils Calendar of Meetings. Meetings commence at 6pm.

CABINET MEMBERSHIP

Councillor M. A. Sherrey	Leader of the Council and Portfolio Holder for Community Services, Partnerships and Governance
Councillor C. B. Taylor	Deputy Leader of the Council and Portfolio Holder for Planning Services and Housing
Councillor M. J. A. Webb	Portfolio Holder for Finance, Economic Development and Emergency Planning
Councillor D. W. P. Booth	Portfolio Holder for Enabling (excluding Finance and Governance)
Councillor R. L. Dent	Portfolio Holder for the Town Centre and Regulatory Services
Councillor M. A. Bullivant	Portfolio Holder for Environmental Services and Leisure Services

Decision Including Whether it is a Key Decision	Decision Taker including Details of Exempt Information (if any)	Date of Decision	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Mobile Homes Act 2013 – New Policy relating to Licensing Fees	Cabinet (<i>possible recommendations to Council</i>)	4 February 2015	Report of the Head of Community Services	Derek Allen Housing Strategy Manager 01527 64252 ext 1278 Councillor K. Taylor
Playing Pitch Strategy Review of the Council's approach to the provision of playing pitches	Cabinet	4 February 2015	Report of the Head of Leisure and Culture	Dave Wheeler Manager Councillor M. Bullivant
Homelessness Grant Update and Approval of Bids for 2015/16	Cabinet	4 February 2015	Report of the Head of Community Services	Derek Allen Housing Strategy Manager 01527 64252 x1278 Councillor K. Taylor
Medium Term Financial Plan 2015/16 – 2017/18 Budget Council Tax Setting Pay Policy	Cabinet (<i>with recommendations to Council</i>)	4 February 2015	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor M. Webb

Decision Including Whether it is a Key Decision	Decision Taker including Details of Exempt Information (if any)	Date of Decision	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
New Homes Bonus	Cabinet (<i>with recommendations to Council</i>)	4 February 2015	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor M. Webb
Finance Monitoring Report Quarter 3	Cabinet	4 March 2015	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor M. Webb
Setting of Fees for a Street Café Policy	Cabinet (possible recommendations to Council)	1 April 2015	Town Centre Regeneration Programme Manager	Richard Savory 01527 881281 Councillor R. Dent/ Councillor M. Webb
Modifications to the Bromsgrove District Local Plan	Cabinet (recommendations to Council)	1 April 2015	Report of the Head of Planning and Regeneration	Mike Dunphy Strategic Planning Manager 01527 881325 Councillor K. Taylor

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OVERVIEW & SCRUTINY BOARD

WORK PROGRAMME

2014-15

RECOMMENDATION:

That the Board considers and agrees the work programme and updates it accordingly.

ITEMS FOR FUTURE MEETINGS

Date of Meeting	Subject	Additional Information
21st January 2015 (Wednesday)	Budget Scrutiny Report	
	Planning Applications – Quarterly Backlog Data	Requested at meeting held on 15/09/14
	Quarterly Recommendation Tracker	
	Leisure Provision Task Group – Cabinet Response	
	WCC Health Overview & Scrutiny Committee – Update	
	Cabinet Work Programme	
	Action List	
	O&S Work Programme	
16th February 2015	WCC Health Overview & Scrutiny Committee – Update	
	Cabinet Work Programme	
	Action List	
	O&S Work Programme	
16th March 2015	Scrutiny of Crime and Disorder Partnerships – Update North Worcestershire Community Safety Partnership	
	Summary of Environmental Enforcement	
	Overview & Scrutiny Training	
	WCC Health Overview & Scrutiny Committee – Update	
	Cabinet Work Programme	
	Action List	
13th April 2015	Planning Applications – Quarterly Backlog Data (to Review further need for this information.)	Requested at meeting held on 15/09/14
	Quarterly Recommendation Tracker	

Date of Meeting	Subject	Additional Information
	WCC Health Overview & Scrutiny Committee – Update	
	Cabinet Work Programme	
	Action List	
	O&S Work Programme	

Reports to be Received by the Board Quarterly – dates to be confirmed

Finance Monitoring - Quarterly
 Write Off of Debts - Quarterly
 Sickness Absence Performance - Annually
 Making Experiences Count - 6 monthly

Reports to be Received by the Board Annually

Summary of Environmental Enforcement (March 2015 meeting)

Scrutiny of Crime & Disorder Partnership

The Board must hold at least one meeting at which it considers the scrutiny of Crime and Disorder Partnership. This will be discussed at the meeting to be held on 16th March 2015.

Topics to be considered (as recommended by Task Groups)

The following topics were suggested by Task Group for further investigation. It is up to the Board to decide whether they wish these to be considered within its current Work Programme.

1. Provision of services available to disaffected young people and those not in education, employment or training within the District.
2. Review into CO2 emissions in the District.

OVERVIEW & SCRUTINY TASK GROUP/INQUIRY 12 MONTH REVIEWS
2014-15

Task Group	Date of Review
Air Quality Task Group	March 2015
Artrix Outreach Provision Task Group	July 2015
Leisure Provision Task Group	November 2015

When considering topics for investigations Members may wish to take into account the Council's Strategic Purposes as detailed below:

Our Strategic Purposes for Bromsgrove



Help me to live my life independently

Help me to be financially independent

Keep my place safe & looking good

Help me find somewhere to live in my locality

Help me run a successful business

Provide good things for me to see, do & visit

Support services enable us to deliver our purposes

 **Bromsgrove District Council**
www.bromsgrove.gov.uk

For more information view the Council Plan at:
<http://www.bromsgrove.gov.uk/cms/council-and-democracy/council-plan.aspx>