



BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

MONDAY 24TH AUGUST 2015
AT 6.00 P.M.

COMMITTEE ROOM, THE COUNCIL HOUSE, BURCOT LANE, BROMSGROVE

MEMBERS: Councillors L. C. R. Mallett (Chairman), K.J. May (Vice-Chairman), C. Allen-Jones, S. J. Baxter, C. J. Bloore, S. R. Colella, B. T. Cooper, M. Glass, J. M. L. A. Griffiths, R. D. Smith and P.L. Thomas

AGENDA

1. Apologies for Absence and Names Substitutes
2. 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.
3. To confirm the accuracy of the minutes of the meeting of the Overview and Scrutiny Board held on 20th July 2015 (Pages 1 - 8)
4. Finance Briefing - Presentation
5. Planning Application Backlog Data (Pages 9 - 12)
6. Impact of Whitford Road Planning Decision - Scrutiny Topic Proposal Report (Pages 13 - 18)
7. Disposal of Burcot Lodge Emergency Homeless Unit - Briefing Paper (Pages 19 - 22)
8. Churchfields Car Park Improvements - Briefing Paper (Pages 23 - 28)

The Head of Environmental Services will be in attendance to highlight the salient points that will be in the report which will be considered by Cabinet on 2nd September 2015.

9. Evening Car Parking - Scrutiny Topic Proposal Report (Pages 29 - 32)
10. Increasing Physical Activity Joint Scrutiny Task Group - Verbal Update
11. Action List (Pages 33 - 34)
12. Cabinet Work Programme 1st September to 31st December 2015 (Pages 35 - 40)
13. Overview and Scrutiny Board Work Programme (Pages 41 - 44)
14. 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 August 2015



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Agenda Item 3

BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

20TH JULY 2015 AT 6.00 P.M.

PRESENT: Councillors L. C. R. Mallett (Chairman), K.J. May (Vice-Chairman), S. J. Baxter, C. J. Bloore, S. R. Colella, B. T. Cooper, J. M. L. A. Griffiths, R. D. Smith and P.L. Thomas

Officers: Ms. J. Pickering, Ms. A. Scarce and Ms. J. Bayley

APOLOGIES FOR ABSENCE AND NAMES SUBSTITUTES

Apologies for absence were received on behalf of Councillors C. Allen-Jones and M. Glass.

Councillor K. J. May requested that in future she be notified of any apologies from Members of the Board in the Conservative Group so that substitutes could be organised accordingly.

DECLARATIONS OF INTEREST AND WHIPPING ARRANGEMENTS

In respect of Minute No. 24/15, Councillor J. M. L. A. Griffiths declared an other discloseable interest as a member of the Bromsgrove Arts Centre Trust and Councillors K. J. May and R. D. Smith declared an other discloseable interest in their capacity as members of the Bromsgrove Arts Development Trust.

There were no declarations of any whipping arrangements.

MINUTES

The Minutes of the Overview and Scrutiny Board held on Monday 22nd June 2015 were submitted.

Referring to discussions at the previous meeting of the Board the Chairman thanked Councillor J. M. L. A. Griffiths for having subsequently agreed to act as the Council's representative on the Joint Increasing Physical Activity in Worcestershire Task Group.

RESOLVED that the minutes of the Overview and Scrutiny Board held on 22nd June 2015 be approved as a correct record.

ACTION LIST

Officers explained that all but one of the actions requested at the previous meeting of the Board had been resolved. The outstanding item, requesting changes to the Quarterly Monitoring of Write Offs report, would be implemented when the Board next received the report.

QUARTERLY RECOMMENDATION TRACKER

The Board considered the Quarterly Recommendation Tracker, containing updates on the action that had been taken to implement scrutiny recommendations.

There had been a number of developments with regard to the recommendations that had been made by the Joint Worcestershire Regulatory Services (WRS) Scrutiny Task Group. The decision making body for WRS, the Worcestershire Shared Services Joint Committee, had recently considered a report on the subject of the future governance of the partnership. This report had contained a number of proposals which reflected many of the actions that had been proposed by the Task Group. The Worcestershire Shared Services Joint Committee had concluded that the existing partnership should be dissolved, to be replaced by a partnership involving the six district Councils whilst the County Council would be delivering a reduced trading standards function. The final proposals were in the process of being considered by partners. In light of these developments the Board agreed that the recommendations arising from the joint scrutiny review could be removed from the Quarterly Recommendation Tracker.

The Board noted that a significant number of updates had been received from both representatives of the Artrix and from relevant Officers in respect of the Artrix Outreach Provision Task Group. It was therefore agreed that these recommendations be removed from the tracking report.

CABINET WORK PROGRAMME 1ST AUGUST TO 30TH NOVEMBER 2015

The Board considered the content of the Cabinet Leader's Work Programme for the period 1st August 2015 to 30th November 2015. During consideration of the report a number of key issues were discussed in detail:

a) High Street Refurbishment – Phase 2 Consideration of Options

Members noted that the Licensing Committee had, in recent months, approved a new street trading policy. However, Members had received little information to indicate that the requirements of this policy had been enacted, particularly in Bromsgrove town centre. Whilst the High Street Refurbishment report would focus on a separate matter it was agreed that Officers should be asked to check how the street trading policy was being implemented on the High Street.

The Chairman commented that the subject of the High Street Refurbishment had been discussed during the Overview and Scrutiny

training session in June 2015 and there had been interest in scrutinising the subject further. Some Members suggested that the item should only be considered if there was evidence to suggest that problems had arisen, whilst others commented that, as an item listed on the Council's Corporate Risk Register, this would be an ideal subject for the Board to scrutinise. There was a short debate about the contribution the Overview and Scrutiny Board could make through pre-scrutinising this item and the suggestion was made that the Board receive a briefing paper at its next meeting for consideration and in order to feed in to the decision making process.

b) New Homes Bonus

The Board discussed the New Homes Bonus (NHB) report, scheduled for the consideration of Cabinet on 2nd September. Members noted that there had been significant public interest in the NHB, with a petition regarding the distribution of the NHB funding having been submitted to Council in 2014. Following this petition the Council had agreed that £87,000 should be made available to community bids. The deadline for these bids had passed and a summary of the applications that had been received had been loaded onto the Council's website. The report to Cabinet would contain recommendations from the NHB Grants Panel about which applicants should be awarded funding.

As the £87,000 for the NHB had only been agreed for 2015/16 there would be a need to discuss future use of the fund as part of the budget setting process. The Overview and Scrutiny Board would have an opportunity to contribute to these discussions through budget scrutiny.

c) Modifications to the Bromsgrove District Local Plan

The Bromsgrove District Local Plan was an item that the Board agreed would be of interest to Members. Unfortunately, no date was listed for the consideration of this item by Cabinet. However, a number of briefings for all Members were due to take place in forthcoming weeks, which would provide a useful opportunity to learn about the Local Plan.

d) Fees and Charges

Members suggested that the Overview and Scrutiny Board could make a useful contribution through pre-scrutiny of the Council's proposed fees and charges for 2016/17. However, due to the timing of the Overview and Scrutiny Board and Cabinet meetings, there would be limited time available to present the proposed fees and charges for Members' consideration prior to a decision being taken.

The Executive Director, Finance and Corporate Resources suggested that it would be useful to consider this matter in further detail at a later meeting. Officers were scheduled to deliver finance training to Members at the following meeting of the Board and this matter could be addressed as part of that item.

e) Churchfields Multi Storey Car Park Improvements

The focus of the report concerning improvements to Churchfields Multi Storey Car Park was discussed. Members were advised that there had been issues with the car park in terms of vandalism and decay of the structure. The aim was to make the car park fit for purpose.

Members noted that the intention was for the top floor of this car park to be used by Council staff following the move to Parkside. There would be a need to ensure that the parking provision was considered to be safe and secure by staff, particularly given the distance that staff would need to walk from the car park to Parkside. There was a risk that staff would park on neighbouring streets where there were no parking restrictions, which could impact on parking for local residents. Members agreed that it would be useful to receive a briefing paper from the relevant officers, at the following meeting of the Board.

RESOLVED

- (a) The contribution of Overview and Scrutiny to consideration of the Council's fees and charges 2016/17 be reconsidered at a future meeting of the Board;
- (b) A briefing paper on the High Street Refurbishment Phase 2 be presented at the meeting of the Overview and Scrutiny Board held on 24th August 2015;
- (c) A briefing paper on the Churchfields Multi Storey Car Park Improvements be presented at the meeting of the Overview and Scrutiny Board to be held on 24th August 2015; and
- (d) That the Cabinet Work Programme 1st August to 30th November 2015 be noted.

OVERVIEW AND SCRUTINY BOARD WORK PROGRAMME

The Board considered the content of the Overview and Scrutiny Work Programme. During consideration of this item a number of issues were considered.

a) Worcestershire Health Overview and Scrutiny Committee (HOSC)

Councillor B. T. Cooper, the Council's representative on Worcestershire HOSC, explained that the latest meeting of the Committee had taken place on 15th July. During this meeting 2 key items were considered:

i) Primary Care Commissioning and GP Access

In 2015 there was due to be a change to the commissioning responsibilities for primary care services and for basic general practice, with some services being devolved from NHS England to local Clinical Commissioning Groups (CCGs).

Patient satisfaction surveys had been undertaken in recent months which appeared to indicate that the CCGs in Worcestershire were performing slightly better than general for CCGs at a national level. In total 87 per cent of patients in practices that formed part of the Redditch and Bromsgrove CCG had reported that they had been able to get an appointment to see a medical practitioner when needed compared to 85 per cent of patients nationally.

Issues had been reported during the Committee meeting concerning the experiences of patients living on the borders of Worcestershire. This included:

- Patients with a GP in Alvechurch had discovered that their practices were part of a satellite group of practices for the South Birmingham CCG. These patients were finding that access to services within Worcestershire were partly restricted as a consequence.
- Anecdotal reports had been received that elderly residents from Alvechurch had been sent to hospitals outside Worcestershire rather than the Princess of Wales Community Hospital due to the funding implications of being a patient served by a GP Practice that was not part of a Worcestershire CCG.
- Councillor J. M. L. A. Griffiths reported that as a patient in a GP Practice that did not form part of a Worcestershire GP Practice she had been informed she was not eligible for a free flu vaccination in Worcestershire.
- Delays had occurred in terms of discharging patients from the Alexandra Hospital who lived in Hagley and who were patients with a GP Practice that was not part of a Worcestershire CCG.
- Patients discharged from hospital had found that they had limited access to post-operative care in cases where their GP practice was not part of a Worcestershire CCG.

This problem had been raised during a recent CALC meeting and the Chair of the Redditch and Bromsgrove CCG had been invited to attend a future meeting in order to discuss potential solutions. Members were also advised that Councillor J. M. L. A. Griffiths was due to attend a meeting alongside Parish Council members and representatives of Worcestershire Healthwatch, to discuss this matter further.

Members were advised that the CCGs had been made aware of these issues though had not yet identified a solution to the problem. In part it was suggested that this problem, in terms of a “postcode lottery” for residents living in border areas, was not a new phenomenon within the health service. However, this did not mean that no action should be taken in an attempt to resolve it.

In order to address these issues and residents’ concerns the Board agreed that the Chief Executive of the Council should be asked to write a letter to the Chief Executive and Medical Director of NHS

Arden Herefordshire and Worcestershire Area Team. In their capacity as the senior leads for the regional branch of NHS England it was suggested that they might be in a position to influence CCGs to work better together to resolve this problem to the benefit of patients. To help ensure that this letter was effective Members were urged to inform Officers of any particular examples that had been reported to them which might help to demonstrate the impact of this situation on patients.

Members also noted that at a future date it might be useful to invite the Chairman of Worcestershire Healthwatch to attend a meeting of the Board to discuss this matter.

ii) Worcestershire Acute Hospitals NHS Trust: Update on CQC Unannounced Inspection

The Committee had received information about the Worcestershire Acute Hospital NHS Trust's response to the findings from the CQC's unannounced inspection. This inspection had identified a number of concerns, including staffing levels and the patient flow within emergency departments. Progress had been achieved in relation to the majority of the issues that had been found by the CQC, though 2 areas were considered to be medium risk and would continue to be monitored.

b) Burcot Lodge Homeless Unit – Topic Proposal Form

The Chairman explained that a topic proposal form had been submitted by Councillor S. Shannon. In Councillor Shannon's absence the Chairman provided a brief overview of the topic proposal. Members noted that Burcot Lodge, which provided emergency housing to vulnerable individuals at risk of homelessness, was due to be included as part of the sale of the Council House site. Councillor Shannon was keen to ensure that an alternative service was made available to residents in need of this service following the sale of the site. In the topic proposal form it had been suggested that this subject could be the focus of either a Task Group exercise or a Short, Sharp Review.

The Executive Director, Finance and Corporate Resources explained that Officers were aware of the issues surrounding Burcot Lodge. The Council House site had not yet been placed on the market as Officers were waiting until the move to Parkside had been completed. However, it was likely that any purchaser of the site would want to apply for planning permission and this could take additional time to process.

Officers had already considered the future provision of homeless services and the implications of the sale of Burcot Lodge. Discussions had been held with representatives of Bromsgrove District Housing Trust (BDHT) and a representative of the trust would continue to be involved in on-going discussions as part of an officer working group that had been established to investigate this matter further. No decisions had been

taken, though alternative methods of service provision would be considered alongside the existing model and an initial decision would need to be reached by October 2015. Officers suggested that a Short, Sharp Review of this subject could be helpful to enable the Council to identify alternative models that might not otherwise be considered.

Members felt it would be useful to obtain further information about the current situation before determining whether to launch a Short, Sharp Review. It was therefore agreed that the Housing Strategy Manager be invited to attend the August meeting of the Board to present a briefing paper on the subject and Councillor Shannon should also be invited to attend this meeting.

c) General Work Programme Items

Officers reported that the backlog in planning applications data would be presented at the meeting of the Board in August 2015. The briefing concerning the work of the place team, which had been requested by Members, would be presented September meeting of the Board. The Head of Environmental Services, Environmental Services Managers and with a number of the operatives would be in attendance.

The Executive Director, Finance and Corporate Resources noted that a significant number of areas were due to be addressed in the finance training session, and she suggested that it might be more appropriate for 2 separate briefings to be delivered, with a bespoke session dedicated to budget scrutiny being delivered at the September meeting. As the finance briefing would be of interest to all Councillors, the Board agreed that it all Members would be invited to attend.

RECOMMENDED that the Chief Executive of Bromsgrove District Council write to the Chief Executive and Medical Director of NHS Arden Herefordshire and Worcestershire Area Team to urge them to take action to encourage Clinical Commissioning Groups to work together to ensure that residents living in border areas are not penalised in terms of patient care, with copies being sent to Healthwatch and the Chairman of the Clinical Commissioning Group.

RESOLVED that

- (a) The Housing Strategy Manager be invited to attend the following meeting of the Board to present a briefing paper on the subject of the future plans for Burcot Lodge;
- (b) The finance training be delivered in two stages in August and September; and
- (c) Subject to the comments detailed in the preamble above, the Overview and Scrutiny Work Programme be noted.

The meeting closed at 6.43 p.m.

Chairman

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OVERVIEW & SCRUTINY BOARD 24th AUGUST 2015

Planning Applications Backlog Data

In March 2015 information was provided to Members with respect to the number and type of planning applications forming the backlog. This report is an update to that information.

Whilst not part of a formal shared service, the Officers from Bromsgrove and Redditch involved in determining Planning Applications (Development Control/Development Management staff) have been informally working together whilst undertaking the transformation project. This has been the case since the summer of 2014 and has enabled the sharing of skills and provision of support with learning. Within this structure three sub teams exist; each working on different types of applications.

Planning demands for both Council's, whether they be pre-application requests for advice, informal enquiries or planning applications for development proposals are all recorded in date order and retained as a single flow of work. The teams then take work from this work source.

- An explanation of what qualified as a backlog

Any demand that doesn't have a dedicated case officer working upon it is effectively part of the backlog. Even in a perfect system there would still be some outstanding demands awaiting allocation to a Case Officer.

- Explanation as to the term data cleansing

Data was cleansed in November 2014 (i.e. a direct cross check was made between the two data collection systems (a physical count of the backlog and a cross reference with the spread sheet) to remove errors and create sound reliable data going forward. On the 1st July 2015 the team ceased to use the spread sheet to record demands as it was requiring significant duplication of work. Since this time the backlog has just been counted manually.

- Clarification regarding action being taken to address to the issues

The Action Plan identified areas for improvement with specific actions and impacts. Areas of note that have improved performance include; working with applicants to secure Extension of Time agreements on applications, working with stakeholders to improve speed of consultation responses and continued work with colleagues from Wolverhampton with respect to customer focused service delivery.

- Breakdown of data by size and length of delay

As the nature of the demands shifts daily, a snap shot of the backlog as it existed on 3rd August 2015 has been taken.

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	Bromsgrove	Redditch
No of demands in backlog	12	43
Date of submission of oldest demand in backlog	17 th July 2015	17 th July 2015
Type of demand;		
Discharge of condition	0	0
Householder	6	27
Commercial	0	4
Minor dwellings	0	3
Pre -app	3	8
Time sensitive	3	1

- An explanation as why combined data has been provided for Bromsgrove and Redditch

As referred to above, the Planning Team is working together. This has increased resilience and skill base as well as providing a good support network for learning. Given that all staff are working on demands across both authorities the data used for monitoring the demands and managing work flow on a daily basis is not separated out by authority.

Both Councils retain their own back office system of logging applications (Uniform system) and still submits the necessary returns to central government independently, however on a daily basis the data is not separated out.

- Comparative data for Redditch Borough Council's planning applications

See table above.

- Other authorities that are undergoing transformation.

Rugby Council and Wolverhampton City Council have both undergone a specific transformation of their Planning Services and your planning team has visited both these authorities. Wyre Forest has also done similar work. The degree to which Councils have followed the transformation ideas will vary as will the exact way of working.

Wolverhampton City Council has continued to support the team with small groups of staff working on applications using transformation principles. Other staff, including newly appointed Officers, are being trained in this way alongside more experienced Officers.

Ruth Bamford
Head of Planning and Regeneration

4th August 2015

Appendix

PLANNING APPLICATION BACKLOG DATA (Bromsgrove and Redditch) January – August 2015

Date	No of demands
<i>29.12.14</i>	<i>60</i>
05.01.15	No record
12.01.15	53
19.01.15	52
26.01.15	53
02.02.15	44
09.02.15	50
16.02.15	49
23.02.15	52
02.03.15	56
09.03.15	64
16.03.15	59
23.03.15	62
30.03.15	61
06.04.15	77
13.04.15	69
20.04.15	59
27.04.15	50
04.05.15	30
11.05.15	26
18.05.15	40
25.05.15	65
01.06.15	77
08.06.15	86
15.06.15	60
22.06.15	62
29.06.15	67
06.07.15	61
13.07.15	61
20.07.15	68
27.07.15	84
03.08.15	55

Figures in Italics; last reported data count on previous report

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.

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OVERVIEW AND SCRUTINY BOARD

24th August 2015

SCRUTINY INVESTIGATION PROPOSAL

Relevant Portfolio Holder (for Overview & Scrutiny)	Cllr Geoff Denaro
Portfolio Holder Consulted	Yes
Relevant Head of Service for Overview and Scrutiny	Claire Felton – Head of Legal, Equalities and Democratic Services
Wards Affected	All wards
Ward Councillor Consulted	No – not at this stage
Non-Key Decision	

1. SUMMARY OF PROPOSALS

- 1.1 An Overview and Scrutiny Topic Proposal Form relating to the impact of the Whitford Road planning appeal decision; including impact on the emerging Local Plan, soundness of previous planning decisions and confidence in WCC Highways, has been submitted by Councillor Steve Colella is submitted for consideration by the Board.

2. RECOMMENDATIONS

- 2.1 That the Board considers the completed proposal form (at Appendix 1) and agrees to one of the following:
- (a) that further information be requested from a relevant source before deciding whether or not further investigation is required;
 - (b) that the topic is included on the work programme for further investigation at a future date;
 - (c) that the topic is included on the work programme and a Task Group is established to undertake a more in-depth investigation, with the appointment of a Chairman for the Task Group and a time scale for completion of the investigation to be agreed;
 - (d) A Short Sharp Review be carried out by either the Board as a whole or a small number of Members who have a particular interest in the topic; or
 - (e) take no further action.

3. KEY ISSUES

Financial Implications

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

OVERVIEW AND SCRUTINY BOARD

24th August 2015

Legal Implications

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

Service/Operation Implications

- 3.3 An Overview and Scrutiny Topic Proposal Form relating to the impact of the Whitford Road planning appeal decision; including impact on the emerging Local Plan, soundness of previous planning decisions and confidence in WCC Highways, has been completed by Councillor Steve Colella.
- 3.4 If the Board decides that it does wish to investigate this topic further, it then needs to agree whether it is appropriate for the Board itself to undertake the investigation, by carrying out a short sharp review or whether a more in-depth investigation is required and a task group established.
- 3.5 The Board may wish to request further information on the topic from a relevant source to assist Members in deciding whether an investigation is required.
- 3.6 Alternatively, the Board could decide that it is not a topic it wishes to investigate, in which case no further action would be required.

Customer / Equalities and Diversity Implications

- 3.7 N/A

4. RISK MANAGEMENT

- 4.1 N/A

5. APPENDICES

Appendix 1 – Overview and Scrutiny Proposal Form

6. BACKGROUND PAPERS

None

AUTHOR OF REPORT

Name: Amanda Scarce – Democratic Services Officer
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Tel: 01527 881443



OVERVIEW AND SCRUTINY TOPIC PROPOSAL

<p>Name of Proposer: Cllr Steve Colella</p> <p>Tel No: 07758 739901__ Email: s.colella@bromsgrove.gov.uk</p> <p>Date: 6th August 2015</p>	
Title of Proposed Topic:	Inquiry into the impact of the Whitford Rd appeal decision; including impact on emerging local plan, soundness of previous planning decisions and confidence in WCC Highways.
Specific subject areas to be investigated:	<ul style="list-style-type: none"> • Decision process which led WWC Highways to raise no objections to the proposed road infrastructure plans, decision process which led the case officer and senior development officers to recommend approval. • How the emerging Development Plan will be affected by this decision. • Soundness of previous major planning decisions which were approved by the Planning Committee with specific highways impact implications. • Effect of the decision on future weight given to WCC Highways response to current and future planning applications.
Reasons why this subject should be considered:	The long term strategic and development planning control implications for the district, reputational and ability to make planning decisions that are robust, sound and deliver positive sustainable development to the district, which is visionary and has universal support.
Evidence to support the need for this particular investigation:	The Inspector's report and decision into the applicant's appeal of refusal.
Council priorities it links to:	
Possible key outcomes: (i.e. what do you anticipate could be achieved?)	<ul style="list-style-type: none"> • Probable outcomes will be to react positively to the wider implications of the Inspector's report and comments. • Revision of the Council's infrastructure management plan in light of the Inspectors decision and comments. • Request for this council to resubmit its

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	<p>Development Plan in order to give greater confidence to the Inspector, members and public that the Bromsgrove Development Plan is safe and the impact of the housing development targets and site selection is robust, justifiable and meets the necessary material NPPF test on (Highways) sustainability.</p> <ul style="list-style-type: none"> • A measured impact of the (Highways) sustainability and risk of imposed housing on Bromsgrove settlements from neighbouring authorities. • Root and branch review of WCC Highway's decision making process to reinstate confidence in WCC Highways to deliver highways schemes that conform to NPPF and BDC infrastructure Plans • Build confidence in the ability of Strategic and Development Control functions in Bromsgrove are fit for purpose and fully representative of the member's, people and stakeholders across the district. • Assessment of the decision of previously approved major planning applications which had significant concerns raised over highways impacts, the highways mitigation methodology and conclusions, the suitability of this mitigation and the reassessment of highways impacts and mitigation of these approvals.
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Please indicate if any of the following apply to the proposed subject area:

CRITERIA	NO	YES	Why?
Is it a priority issue for the Council or the Local Strategic Partnership?		Y	The Council and its component Strategic Planning and Planning services are at risk of wider Government intervention under special measures. The Planning services are already under this measure and the risk of this decision can potentially result in the Development Plan being found unsafe in many ways. There is a risk to its ability to carry out its own functions and risks adverse reputational damage. The partnership includes highways and is a strategically important aspect of

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 Legal, Equalities and Democratic Services, Bromsgrove District Council
 Email: scrutiny@bromsgrove.gov.uk

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		the districts functionality.
Is it an important issue for local residents?	y	Highways issues, traffic congestion, air quality and poor quality of life are affecting residents' everyday lives as a result of poor highways decisions.
Is it a topic where Overview and Scrutiny could feasibly and constructively make recommendations?	Y	A task and finish group is recommended. Given the severity of the potential impact and the likelihood of the immediate effect on on-going planning applications, the development plan and strategic and development control decisions the task group will have a detailed but quick 'turn around' timescale of six months from approval.
Is it a topic where external review would be helpful?	y	Other planning authorities, free-lance planning inspectors, planning consultants with appropriate experience. etc
Is it a topic where a review could be made in time to make recommendations for the executive decision making process?	y	
Is it a poorly performing service?	y	<ul style="list-style-type: none"> • Development Plan Inspector comments. • Whitford Rd Inspector's comments • Development control in special measures.
Is it a review that could render significant savings or value for money?	y	<ul style="list-style-type: none"> • Savings in appeal costs. • Savings in repeat work. • Savings in consultant and additional staff.
Is the topic strategic in scope?	Y	<ul style="list-style-type: none"> • Strategic planning, • development planning • and highways planning. <p>Sustainability.</p>

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Briefing paper for meeting of Bromsgrove District Council Overview and Scrutiny Board on 24th August 2015 concerning Burcot Hostel, 18 Burcot Lane, Bromsgrove B60 1AQ

Background

Burcot Hostel is owned by Bromsgrove District Council and is located across from the Council House on Burcot Lane. The hostel provides temporary accommodation for up to eight homeless households in Bromsgrove and is managed on a day-to-day basis by Bromsgrove District Housing Trust (BDHT). This arrangement has been in place since 2004, when the council transferred its stock together with its homelessness function to BDHT.

The council is now planning to sell the Council House and surrounding land. In order to do so, the hostel will need to close down, as any future purchaser will require vacant possession of the property as part of the overall purchase.

Since the council announced its intention to sell the Council House and the surrounding land, there have been on-going discussions between BDHT and the council as to the best way forwards in terms of replacing the hostel, as closing it has implications for the availability of temporary accommodation resources for BDHT in Bromsgrove. Officers have looked at internal options to provide a new facility but this has not been possible due to a lack of suitable Council owned buildings/land and costs.

BDHT are understandably concerned that closing the hostel without making adequate alternative provision could lead to a rise in the use of bed and breakfast placements in Bromsgrove for homeless households. Traditionally these placements are expensive, as the full cost of the rent is not met by housing benefit, and the quality of these placements also varies considerably, which can make them unsuitable for customers, especially those with children.

Finances/costs

Currently the council has an annual revenue budget for the running costs of the hostel and receives the rental income from the hostel. It also pays BDHT for the provision and management of another 39 units of temporary accommodation as a whole.

Options considered/ currently being explored

1. BDHT currently provide up to 39 units of temporary accommodation from their own stock, which they use to house homeless households, and they have offered to provide a further four units of accommodation within their existing housing stock for this purpose, thereby compensating for the closure of the hostel. These properties will need to be converted in order to enable them to accommodate up to 8 households, and BDHT have proposed two possible approaches to this,

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which are calculated out over a 15 year time period. In both proposals, changing the size of these four properties will result in a rent loss over time for BDHT which they have factored into each proposal.

2. BDHT proposal 1

BDC pay the cost of converting the properties

BDC and BDHT agree a contract for e.g.15 years

BDC pay BDHT, annually for the term of the contract, the rent loss for 4 x 3bed houses

BDC receive income, annually for the term of the contract, from 8 x 1bed flats

3. BDHT proposal 2

BDHT underwrite the costs of the conversions

BDC and BDHT agree a contract for e.g.15 years

BDHT receive the rental income for the 8 units for the term of the contract

BDC agree to fund any shortfall in non-occupation of the 8 units

It is worth noting that occupancy of the hostel, and BDHT's other 39 units of temporary accommodation fluctuates during any given year, because it is driven by the number of homeless applications requiring a temporary accommodation intervention. With this in mind, occupancy data for the hostel shows it was used for 42% of its capacity during 2013/14, and this potential for fluctuation helps explain BDHT's modelling about mitigating against rent shortfalls in their proposals.

4. The Council has tried informally to gauge levels of interest to provide temporary accommodation amongst private sector landlords in Bromsgrove but currently there appears to be no appetite amongst them to specialise in housing homeless households.
5. Within the last month, Birmingham City Council have begun working with a private provider on the Bromsgrove/Birmingham boundary at Rubery to take on a 15 unit property to provide temporary accommodation for their customers. It may be possible to seek an agreement with Birmingham to use a small proportion of these units for Bromsgrove residents.
6. From a transformation perspective it may be feasible to create a shared/combined approach to this issue of a replacement resource between Bromsgrove District and Redditch Borough councils themselves. Both have a statutory homeless function, and Redditch owns its own housing stock – around 6000 properties.

Timescales

At the moment, the timescale behind the issue of replacing the hostel remains uncertain, as the council has yet to identify a purchaser for the site. However, BDHT have outlined that they will require a lead-in time to convert four properties into temporary units should the council determine this is the best way of replacing the existing hostel provision. However, whilst the council remains the owner of the site, it is able to keep the hostel open until such time as it requires it to close due to a sale having been agreed with a purchaser.

Briefing note author:

Derek Allen

Housing Strategy Manager

Bromsgrove District and Redditch Borough Councils

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**A REPORT INTO SECURITY
AT
CHURCHFIELDS
MULTI STOREY CAR PARK
BROMSGROVE**



**PETER ASTON
CRIME PREVENTION DESIGN ADVISOR
WEST MERCIA POLICE**

Agenda Item 8

Situated in Churchfields Bromsgrove this multi storey carpark serves Bromsgrove Town centre and in particular the Asda Supermarket. The carpark has 6 floors, vehicular access is via ramps pedestrian access is via two stairwells.

As vehicles enter the car park the larger and most commonly used stairwell is situated on the left. This stairwell has two lifts which serve all floors. It has a public entrance on level two.

The second stairwell does not contain any lifts, however on level two there is a fire door that is secured by a break glass panic bolt.

Because of its proximity to the Asda Supermarket shopping trolleys can be found on all floors, these are usually kept in dedicated bays and collected by Asda staff.

The car park is accredited under the Safer Parking Scheme and was last assessed in October 2014. Whilst the car park was awarded a certificate for one year it was noted that the parking areas were generally well presented and well laid out, however the stairwells were deteriorating with many of the air vents damaged and graffiti on the walls, it was recommended that this be remedied as soon as possible.



As highlighted in the 2014 assessment the layout of the parking areas is generally good, well lit and clearly marked.

Since the assessment the level of anti-social behaviour on the car park increased and this is reflected in the condition of the car park and in particular the stairwells.

The car park is covered by a comprehensive CCTV system that is monitored from a central control room situated in Redditch. Whilst the camera technology is old the picture quality is good.

The car park is staffed and they operate from the mobility office situated on the ground floor. Staff are responsible for enforcing parking regulations and do report any incidents that happen on the car park, whilst they will ask unwanted people to leave the car park they are not trained to deal with disorder and therefore cannot be expected to place themselves in a position of potential danger. Likewise any damage or litter is reported by staff. The speed and efficiency with which these reports are dealt with is dependent on other council departments.

The condition of the main stairwell is very poor as the following photographs show the level of graffiti has increased, the walls are dirty and stained and the floor is also dirty. Litter is strewn across the floor, the access doors to the various floors are in poor condition and some of them have window glass missing. The overall impression now is of a poorly maintained and rapidly deteriorating car park, which would certainly not achieve the Safer Parking award.

Agenda Item 8



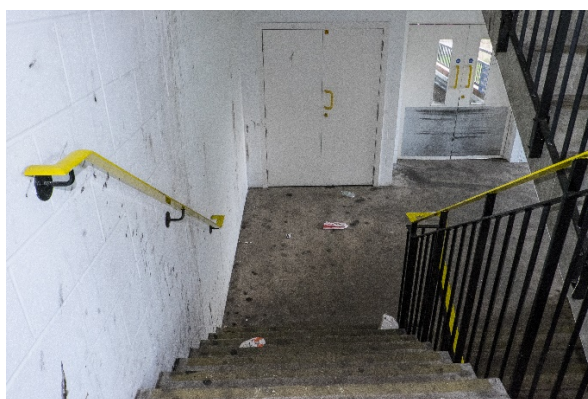
Photographs illustrating the condition of the stairwells. These photographs are of the main stairwell, the one the public use most

Top left: Every air vent has been kicked in.

Top right: Stairwells are dirty and poorly maintained

Second Row: Photographs showing some of the graffiti that has appeared on the walls.

Below: Litter is left in the stairwells adding to the general impression that this car park has



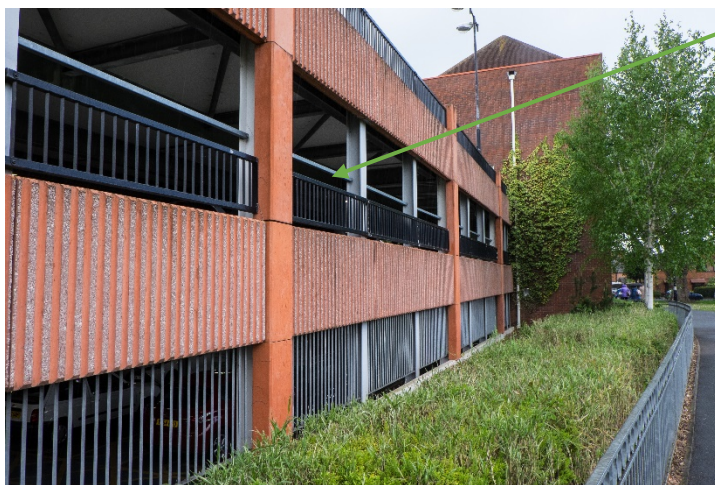
PROBLEM PROFILE

Youths are gaining access to the car park mainly when it is closed and using the top floor to engage in anti-social behaviour. This behaviour has resulted in damage being caused including the broken windows in the doors and graffiti on the walls. In one incident a shopping trolley 'parking' area was badly damaged.

Access is being gained to the car park by climbing up the outside of the building onto level two. They are then opening the level 2 fire door on the opposite side of the car park to let their friends in.



Youths are gaining access to the second floor by climbing up the outside of the building.



In February 2015 a dispersal order for the general area was authorised by the police and as a result several youths were identified and warned about their behaviour as a result of this incidents in and around the car park have dropped.

It is often the case that the type of problems experienced at the car park are cyclic and at some stage in the future it is highly likely that they will reappear.

The priority should be to put measures in place that will break the cycle and prevent future anti-social behaviour and damage, making the car park a safe and welcoming facility for the public to use. By putting in the correct measures, long term it will save the district council money in repairs and general maintenance. In addition it will save on police resources freeing up officers to deal with other issues.

SUGGESTED ACTION(S)

In order to prevent unauthorised people getting onto the car park when it is closed any potential access point needs to be removed. It has been identified that youths are gaining access to the second floor from the footpath that runs parallel to the car park (see photographs below)

Action: Install fencing to the same specification as that on the ground floor along the side of level two this will remove any opportunity for access onto the car park from this location.



Note the railings on the ground floor. Similar railings should be put along this edge of the second floor to prevent access.

The car park has an extensive CCTV system, whilst this is a useful tool for detecting incidents when they are happening it is not providing any deterrent. From talking to staff who monitor the CCTV they do not have the capacity to continually watch the cameras on the car park, therefore they will miss incidents. Consequently installing extra cameras is likely to have little effect. CCTV staff indicated that if incidents or potential incidents were reported to them quickly they could make better use of the existing CCTV cameras.

Action: Staff working on the car park should report any potential incident or suspicious behaviour immediately to the CCTV control room. Control room staff will then have the opportunity to monitor and if need be inform the appropriate authorities so that action can be quickly taken. If an incident requires police attention and the perpetrators are gone before police arrival, early monitoring increases the chances of gaining CCTV evidence to support any future investigation. Their needs to be communication between car park staff and CCTV room staff to ensure that police are informed about appropriate incidents at the time they are happening.

The condition of the stairwells gives the impression that the carpark is not cared for, this encourages further misuse. My information is that misuse damage etc. is reported but it takes a very long time for any action to be taken.

Action 1. All of the walls to the stairwells need repainting with a bright reflective paint, preferably one that graffiti can be easily removed from. In addition the floors need cleaning so that they are also brighter.

Action 2. All doors giving access to the stairwells should be repaired and repainted.

Action 3. A regime needs to be introduced whereby any litter is quickly cleaned up.

Action 4. A check of the stairwells every morning by car park staff would be useful and then reporting any litter graffiti or damage to the appropriate department of the local authority. In turn that department should respond quickly to such reports.

With the imminent opening of the new council offices, council staff will be allocated parking on the top floors. It may well be that the increased use of the car park will reduce the opportunity for anti-social behaviour during opening hours.

CONCLUSION

Since its inspection under the Safer Parking Scheme in October 2014 the condition of the stairwells to this car park have deteriorated rapidly, to the point that if it were to be assessed now it would not pass. The condition of the stairwells is stopping people from using the car park. A general clean up and repaint would soon solve this. The goal will then be to keep it in pristine condition. In order to do this the people that are causing the damage graffiti etc. need to be deterred. There are two possible ways of doing this, increased CCTV and/or removing the access points.

In my opinion increased CCTV will have very little effect and I strongly recommend that the option to pursue is that which removes the access points, namely fencing along the side of level two.

OVERVIEW AND SCRUTINY BOARD

24th August 2015

SCRUTINY INVESTIGATION PROPOSAL

Relevant Portfolio Holder (for Overview & Scrutiny)	Cllr Geoff Denaro
Portfolio Holder Consulted	Yes
Relevant Head of Service for Overview and Scrutiny	Claire Felton – Head of Legal, Equalities and Democratic Services
Wards Affected	All wards
Ward Councillor Consulted	No – not at this stage
Non-Key Decision	

1. SUMMARY OF PROPOSALS

- 1.1 An Overview and Scrutiny Topic Proposal Form relating to the trial of free evening car parking has been submitted by Councillors Luke Mallett and Karen May and is submitted for consideration by the Board.

2. RECOMMENDATIONS

- 2.1 That the Board considers the completed proposal form (at Appendix 1) and agrees to one of the following:
- (a) that further information be requested from a relevant source before deciding whether or not further investigation is required;
 - (b) that the topic is included on the work programme for further investigation at a future date;
 - (c) that the topic is included on the work programme and a Task Group is established to undertake a more in-depth investigation, with the appointment of a Chairman for the Task Group and a time scale for completion of the investigation be agreed;
 - (d) A Short Sharp Review be carried out by either the Board as a whole or a small number of Members who have a particular interest in the topic; or
 - (e) take no further action.

3. KEY ISSUES

Financial Implications

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

Legal Implications

OVERVIEW AND SCRUTINY BOARD

24th August 2015

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

Service/Operation Implications

- 3.3 An Overview and Scrutiny Topic Proposal Form relating to the trial of free evening car parking in the Council's pay and display car parks has been completed by Councillors Luke Mallett and Karen May.
- 3.4 If the Board decides that it does wish to investigate this topic further, it then needs to agree whether it is appropriate for the Board itself to undertake the investigation, by carrying out a short sharp review or whether a more in-depth investigation is required and a task group established.
- 3.5 The Board may wish to request further information on the topic from a relevant source to assist Members in deciding whether an investigation is required.
- 3.6 Alternatively, the Board could decide that it is not a topic it wishes to investigate, in which case no further action would be required.

Customer / Equalities and Diversity Implications

- 3.7 N/A

4. RISK MANAGEMENT

- 4.1 N/A

5. APPENDICES

Appendix 1 – Overview and Scrutiny Proposal Form

6. BACKGROUND PAPERS

None

AUTHOR OF REPORT

Name: Amanda Scarce – Democratic Services Officer
E Mail: a.scarce@bromsgroveandredditch.gov.uk
Tel: 01527 881443

OVERVIEW & SCRUTINY TOPIC PROPOSAL

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

Completed forms should be returned to scrutiny@bromsgrove.gov.uk – Democratic Services, Bromsgrove District Council.

Name of Proposer: Councillors Luke Mallett & Karen May	
Tel No:	Email: l.mallett@bromsgrove.gov.uk k.may@bromsgrove.gov.uk
Date: 07/08/15	

<p>Title of Proposed Topic (including specific subject areas to be investigate)</p>	Review of Evening Car Parking
<p>Background to the Proposal (Including reasons why this topic should be investigated and evidence to support the need for the investigation.)</p>	<p>A report was presented to Cabinet on 7th January 2015 which covered a twelve month trial of Pay and Display Car Parks within Bromsgrove being offered free parking from 7 pm each evening. The trial was put in place from February 2015 to February 2016.</p> <p>The Overview & Scrutiny Board have done a number of investigations over the years in respect of various aspects of car parking in the district and has a wealth of knowledge on the subject.</p> <p>The investigation would assist officers in evaluating the success of the trial together with any possible recommendations for future car parking arrangements.</p>
<p>Links to national, regional and local priorities (including the Council's strategic purposes)</p>	<ul style="list-style-type: none"> • Provide good things for me to see, do and visit. • Help me run a successful business
<p>Possible Key Objectives</p>	<ul style="list-style-type: none"> • Has free parking during the evening made a

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(these should be SMART – specific, measurable, achievable, relevant and timely)	<p>difference to the night time economy? If so, to what extent.</p> <ul style="list-style-type: none"> • Does the free parking offer value for money to the public? • What alternative options are available and how do these compare to free evening parking for both the customer and the traders in Bromsgrove. 			
Anticipated Timescale for completion of the work.	4 – 6 months with the final report being presented to Cabinet in February 2016.			
Would it be appropriate to hold a Short Sharp Inquiry or a Task Group? (please tick relevant box)	Task Group	Yes	Short Sharp Inquiry	

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

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

ACTION SHEET - OVERVIEW AND SCRUTINY BOARD 20th July 2015

ITEM	GENERAL COMMENTS	ACTION	OFFICER DEALING	DATE REQUIRED BY	RESPONSE PROVIDED AND DATE PROVIDED
Cabinet Work Programme	Members considered the Cabinet Work Programme for the period 1 st August to 30 th November 2015	Clarification in respect of the licensing changes for street cafes and whether this has been enacted and if not, when this is expected to take place.	Executive Director, Finance and Resources	Meeting to be held on 23 rd August 2015	
22nd June 2015					
Item 5 – Quarterly Monitoring of Write Offs Page 33	The Board considered the report in respect of the Quarterly Monitoring of Write Off for 1 st January to 31 st March 2015.	The layout to the report to be reviewed to take account of Members comments, including historic comparative data in respect of the Council Tax Arrears and details of whether accounts are paid by direct debit.	Head of Customer Access and Financial Support	Amendments to be made to report when next presented to the Board.	

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CABINET LEADER'S WORK PROGRAMME

1 SEPTEMBER 2015 TO 31 DECEMBER 2015

(published as at 1 August 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 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 Health and Wellbeing, Community Safety and Partnerships
Councillor C. B. Taylor	Deputy Leader of the Council and Portfolio Holder for Planning Services and Housing
Councillor G. N. Denaro	Portfolio Holder for Finance, ICT, HR and Enabling Services
Councillor R. L. Dent	Portfolio Holder for Economic Development, Regeneration and the Town Centre
Councillor R. J. Laight	Portfolio Holder for Leisure and Cultural Services
Councillor P. J. Whittaker	Portfolio Holder for Environmental Services and Regulatory 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
Applications for inclusion on Register of Assets of Community Value Playing Fields, Wythall Methodist Church, Fairfield Road, Bournheath	Cabinet	2 September 2015	Report of the Head of Planning and Regeneration	Jayne Pickering 01527 881400 Councillor K. Taylor
New Homes Bonus – Consideration of the Recommendations from the NHB Grants Panel Key Decision	Cabinet	2 September 2015	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor G. Denaro
Finance Monitoring Quarter 1 Report 2015/16	Cabinet	2 September 2015	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor G. Denaro
Churchfields Multi Storey Car Park Improvements	Cabinet	2 September 2015	Report of the Head of Environment Services	Guy Revans 01527 64252 ext. 3292 Councillor P. Whittaker
Street Naming and Numbering Charges	Cabinet <i>With possible recommendations to Council</i>	2 September 2015	Report of the Head of Transformation and Organisational development	Mark Hanwell 01527 881248 Councillor G. Denaro

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
Consideration of Statement of Accounts and Audit Opinion	Cabinet <i>(recommendations to Council)</i>	23 September 2015	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor G. Denaro
Budget Position Report (Expenditure)	Cabinet	7 October 2015	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor G. Denaro
Medium Term Financial Plan Update	Cabinet	7 October 2015	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor G. Denaro
Fees and Charges	Cabinet	7 October 2015	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor G. Denaro
Update on Lease at Sherwood Road Industrial Estate	Cabinet <i>(the report may contain exempt information)</i>	7 October 2015	Report of the Head of Legal, Equalities and Democratic Services	Sarah Sellers 01527 881397 Councillor G. Denaro
High Street Refurbishment Phase 2 Consideration of options	Cabinet	7 October 2015	Report of the Chief Executive	Richard Savory 01527 881281 Councillor R. Dent

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
Burcot Lodge Hostel, Burcot Lane, Bromsgrove – future options	Cabinet	2 December 2015	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor G. Denaro/ Councillor K. Taylor
Modifications to the Bromsgrove District Local Plan	Cabinet <i>(recommendations to Council)</i>	TBC	Report of the Head of Planning and Regeneration	Mike Dunphy Strategic Planning Manager 01527 881325

OVERVIEW & SCRUTINY BOARD

WORK PROGRAMME

2015-16

RECOMMENDATION:

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

ITEMS FOR FUTURE MEETINGS

Date of Meeting	Subject	Additional Information
24/08/15	Planning Applications – Backlog Data	
	Burcot Lodge Emergency Homeless Unit – Briefing Paper	Requested at O&S meeting on 20/07/15
	Churchfields Car Park Improvements – Briefing Paper	Requested at O&S meeting on 20/07/15
	Finance Briefing/Training	
	Action List	
	Cabinet Work Programme	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	O&S Work Programme	
28/09/15	Quarter 1 Finance Monitoring Report	
	Presentation on work of the Place Team/Enforcement	Requested at the O&S meeting on 22/06/15
	High Street Regeneration Phase 2 Options – Briefing Paper	Requested at O&S meeting on 20/07/15
	Finance Briefing – Budget scrutiny	
	O&S Work Programme	
	Action List	
	Cabinet Work Programme	
	WCC Health Overview & Scrutiny Committee – update from Representative	
26/10/15	Planning Applications - Backlog	
	O&S Work Programme	
	Action List	
	Cabinet Work Programme	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Quarterly Recommendation Tracker	
23/11/15	O&S Work Programme	

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Date of Meeting	Subject	Additional Information
	Action List	
	Cabinet Work Programme	
	WCC Health Overview & Scrutiny Committee – update from Representative	
14/12/15	Quarter 2 Finance Monitoring Report	
	O&S Work Programme	
	Action List	
	Cabinet Work Programme	
	WCC Health Overview & Scrutiny Committee – update from Representative	
18/01/16	Planning Applications - Backlog	
	O&S Work Programme	
	Action List	
	Cabinet Work Programme	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Quarterly Recommendation Tracker	
29/02/16	O&S Work Programme	
	Action List	
	Cabinet Work Programme	
	WCC Health Overview & Scrutiny Committee – update from Representative	
21/03/16	Quarter 3 Finance Monitoring Report	
	O&S Work Programme	
	Action List	
	Cabinet Work Programme	
	WCC Health Overview & Scrutiny Committee – update from Representative	
25/04/16	Planning Applications - Backlog	
	O&S Work Programme	
	Action List	
	Cabinet Work Programme	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Quarterly Recommendation Tracker	

Updates Received - Monthly

The Council's representative on the Worcestershire Health Overview and Scrutiny Committee (who must be a member of the Overview and Scrutiny Board) provides a verbal update to the Board each month.

Reports to be Received by the Board - dates to be confirmed

Budget Scrutiny
Write Off of Debts – Annually
Sickness Absence Performance - Annually
Making Experiences Count - Annually

Reports to be Received by the Board Annually

Summary of Environmental Enforcement (March 2016 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. Appropriate date to be agreed (previously looked at in March 2015.)

Items for inclusion at future meetings if the Board feels these are appropriate areas to give further consideration to:

1. Staff Survey – Update following request for further information at February 2015 meeting.
2. Invite Peter Pinfield from Worcestershire Health Watch to a future meeting (as discussed at meeting held on 20th July 2015).

Areas for further discussion and possible inclusion within the Work Programme

- Community Transport facilities
- Planning Issues – Particularly enforcement
- Local Plan Development
- Residential developments causing traffic problems
- Social Housing issues
- Lack of affordable social housing for young people
- BDHT addressing issues re sites.
- Youth provision
- Sports hall for badminton
- Parking availability/charges/policy
- Town Centre shops
- Town Centre Regeneration

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

Provide good things for me to see, do & visit

Help me run a successful business

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>