



BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

MONDAY 16TH JANUARY 2017

AT 6.00 P.M.

PARKSIDE COMMITTEE - PARKSIDE

MEMBERS: Councillors L. C. R. Mallett (Chairman), S. A. Webb (Vice-Chairman), C. Allen-Jones, S. J. Baxter, S. R. Colella, B. T. Cooper, M. Glass, R. J. Laight, C. J. Spencer, P.L. Thomas and M. Thompson

AGENDA

1. Apologies for Absence and Named 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 19th December 2016 (Pages 1 - 10)
4. Review of the CCTV Process
(Report to follow)
5. Potential Joint Scrutiny of the Crime and Disorder Partnership (Pages 11 - 14)
6. Finance and Budget Working Group - Update
7. Measures Dashboard Working Group - Update
8. Task Group Updates

9. Worcestershire Health Overview and Scrutiny Committee - Update
10. Cabinet Work Programme 1st February to 31st May 2017 (Pages 15 - 20)
11. Overview and Scrutiny Board Work Programme (Pages 21 - 24)
12. 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

Parkside
Market Street
BROMSGROVE
Worcestershire
B61 8DA

5th January 2017



INFORMATION FOR THE PUBLIC

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- An electronic register stating the names and addresses and electoral areas of all Councillors with details of the membership of all Committees etc. is available on our website.
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- Meeting Agendas
- Meeting Minutes
- The Council’s Constitution

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BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

19TH DECEMBER 2016 AT 6.00 P.M.

PRESENT: Councillors L. C. R. Mallett (Chairman), S. A. Webb (Vice-Chairman), S. J. Baxter, S. R. Colella, B. T. Cooper, R. J. Laight, J. M. L. A. Griffiths, C. J. Spencer, P.L. Thomas and M. Thompson

Observers: Councillors G. N. Denaro, P. M. McDonald and C. B. Taylor

Officers: Mrs. S. Hanley, Mrs. R. Bamford, Ms. R. McAndrews, Ms. A. Scarce and Ms. J. Bayley

64/16 **APOLOGIES FOR ABSENCE AND NAMED SUBSTITUTES**

An apology for absence was received on behalf of Councillor C. Allen-Jones, with Councillor J. M. L. A. Griffiths attending as his substitute.

65/16 **DECLARATIONS OF INTEREST AND WHIPPING ARRANGEMENTS**

There were no declarations of interest nor of any whipping arrangements.

66/16 **MINUTES**

The minutes of the meeting of the Overview and Scrutiny Board held on Monday 28th November 2016 were submitted.

RESOLVED that the minutes of the meeting of the Overview and Scrutiny Board held on 28th November 2016 be approved as a correct record.

67/16 **REVIEW OF CCTV - BRIEFING PAPER**

The CCTV and Telecare Manager presented a briefing paper on the review of the CCTV service. During the presentation of this, the following matters were highlighted:

- New legislation had been introduced which required the Council to review CCTV services to ensure they were fully compliant with legal requirements.
- The Council had been audited twice by an external company and the CCTV services had been found to be fully compliant.
- The Safer Bromsgrove group, a sub-committee of the North Worcestershire Community Safety Partnership, considered any

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requests for new CCTV cameras and made recommendations about whether CCTV should be installed at these locations.

- When considering whether to introduce CCTV potential alternative solutions, the scope of the surveillance and the possible impact on the privacy rights of individuals at those sites needed to be taken into account.
- A form had been produced to enable the Council in order to capture all the data necessary to consider whether CCTV at that location would be justified and proportionate.
- Similarly a new application form had been developed which had to be completed by those requesting CCTV for a particular site.
- By introducing these forms the Council could adopt a consistent approach to assessing all requests for new surveillance cameras.

Following presentation of the briefing paper a number of points were raised by Members:

- The operation of CCTV cameras at Bromsgrove Railway Station by Centro as part of a wider surveillance network for the local rail system.
- The length of time that it took to consider requests for new CCTV cameras and how the outcomes of this review process were communicated to those who requested CCTV cameras. In particular, Members highlighted requests for extra CCTV in Rock Hill and Hill Top wards a year ago.
- The need for the outcomes of the Safer Bromsgrove group's consideration of the application for CCTV in Rock Hill to be communicated to the ward Councillor. Officers undertook to provide this information.
- The need to report the outcomes of requests for CCTV in a timely manner in order to manage residents' expectations.
- The role of the Council in terms of making decisions about whether to provide additional funding to introduce new CCTV cameras.
- The advice that had been provided separately to Members which suggested that if a CCTV camera was introduced in one location coverage would have to be withdrawn from another site.
- The need to consider carefully any requests for additional CCTV cameras particularly when these received multi-agency support from the police, ward Councillors and local residents.
- The potential use of CCTV to deter anti-social behaviour and crime in particular hot spots.
- The process for evaluating the impact of CCTV at a given location. Members were advised that there was a requirement to review existing CCTV provision and the Council used a scoring matrix for this purpose. Further consultation was required to assess the impact on issues which could not be quantified such as fear of crime.
- The use primarily of Council funds to support the installation and management of the CCTV system. Members were advised that the Council could apply for grant funding from the Police and Crime

Commissioner (PCC) though there was no guarantee that this application would be successful.

At the end of the discussions Members concurred that there was a need to provide greater clarity about the process for applying for new CCTV cameras and how the outcomes of this process were communicated to applicants. The Board agreed that this would be a suitable subject to investigate through a short sharp review and Officers were asked to draft a topic proposal form for the consideration of Members at the following meeting.

RESOLVED that a topic proposal form detailing potential terms of reference for a short sharp review of CCTV be produced for Members' consideration at the following meeting of the Board.

68/16

PLANNING DELEGATIONS - BRIEFING PAPER

The Head of Planning and Regeneration attended the meeting to present a briefing paper on the subject of planning delegations and in so doing raised the following for the Board's consideration:

- Planning Officers had delegated powers to determine non-material amendments to applications.
- There had been some concern about a recent Officer decision to grant temporary parking on part of the open space at a new development in Cofton Hackett. However, this had been considered non-material as the arrangement would last for 3 years and only impact on a small area of open space.
- Non-material amendments related to small changes which were usually made to features such as doors and balconies.
- Planning Officers were not required to consult when considering requests for non-material amendments.
- Non-material amendments were designed to enable quick decision making in the planning process and needed to be determined within 14 days.
- There was no simple definition of what constituted a non-material amendment and this was therefore down to the discretion of officers to determine at a local level.

Members discussed the background to the item and noted that it had formed the basis of a Notice of Motion at Council earlier in the year. The key concern underpinning the motion was the Officer decision in respect of a crematorium, which followed rejection of an application for a crematorium by the Planning Committee on a number of occasions. The ward Councillor had identified the crematorium when considering the list of such applications circulated to Members. The crematorium had been considered by Officers as a variation of an application.

Concerns were expressed about the subjective nature of non-material amendments. Members highlighted the potential for such amendments to occur in developments where there were local concerns which

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Officers might not be familiar with. It was suggested that ward Councillors and perhaps Parish Councils could be consulted in cases where non-material amendments arose which were more complicated than minor amendments to doors, windows or balconies. The Board proposed that this could take the form of a written list of such items being circulated to Members. The onus would be on Members to highlight any concerns with Officers more quickly due to the 14 day timeframe available to consider such amendments and Officers suggested that it would be useful to review the impact of this process in a few months' time.

There were also concerns raised in respect of the manner in which Planning Officers communicated with ward Councillors about planning applications for developments in their wards. Whilst there was recognition that Officers needed to be in regular contact with developers and residents as part of the Planning process it was suggested that action could be taken to notify ward Councillors at an earlier stage when applications involved more contentious developments. The Board suggested that this would enable ward Councillors to support their residents and respond to enquiries about these applications more effectively.

Members noted that there was the potential for action to improve the process in relation to non-material amendments, particularly in respect of communications. The possibility of assessing this through a Task Group exercise was discussed, though Members noted that there were already a number of scrutiny reviews taking place or scheduled to begin in due course. In the meantime the Board accepted a suggestion from the Portfolio Holder for Planning Services and Strategic Housing to speak with the Chairman of the Planning Committee and Planning Officers about action that could be taken to improve this process. The outcomes of these discussions would be reported for the consideration of the Board in due course.

RESOLVED that

- (1) Officers circulate a list of non-material amendments for the consideration of ward Members from January 2017 and to be reviewed in 4 months; and
- (2) An update on the outcomes of the Portfolio Holder for Planning Services and Strategic Housing's discussion with the Chairman of the Planning Committee and Planning Officers to be provided at a future meeting of the Board.

69/16

BROMSGROVE DISTRICT LOCAL PLAN - VERBAL UPDATE

The Board was advised that the Planning Inspector had reported back to the Council about the contents of the Bromsgrove District Local Plan. This report had confirmed that the district's local plan was considered to be sound subject to a number of small modifications. The updated plan

would be presented for the consideration of Cabinet and Council in January.

The Chairman asked Members to note that a briefing on the subject of the Bromsgrove District Local Plan was scheduled to be held on the evening of 5th January, which all Members were invited to attend..

70/16

CHANGES TO GREENBELT POLICY - VERBAL UPDATE

The Head of Planning and Regeneration reported that once the Bromsgrove District Local Plan had been adopted Planning Officers would focus on the Greenbelt review. There were a number of key issues to address as part of this work:

- To consider housing developments and future growth, including in neighbouring authority areas, and to attempt to quantify this.
- To develop a methodology to review development in the greenbelt.

The subject matter was complex and would take time to address. At various stages in the process sessions would be held with Members to provide an update on progress.

71/16

FINANCE AND BUDGET WORKING GROUP - UPDATE

The Leader presented the Cabinet's response to the Finance and Budget Working Group's recommendations, which had been endorsed by the Overview and Scrutiny Board on 28th November 2016. Members were advised that 10 of the group's 12 recommendations had been approved, which were scheduled to be implemented by the start of the new financial year.

Recommendation 2, which had called for the Leader to source the services of an external commercial organisation to review the management structure of the Council, had received a qualified response. The Cabinet would be liaising with the Leader of Redditch Borough Council about the proposal and had asked Officers to evaluate the options and costs involved.

Recommendation 12, which had proposed that virements between income and expenditure should only be allowed with approval from Cabinet, had been endorsed subject to amendment. Cabinet had felt that there should be an internal limit of £40,000 before such cases were reported to Cabinet. As Members' intention had been to reduce the speed and volume of virements carried out in this manner it was agreed that this subject should be referred back for consideration of the working group.

The Board was advised that at the latest meeting of the Finance and Budget Working Group Members had started to consider some of the Council's budget pressures and capital bids. Information had also been

provided about cost recovery arrangements for a number of service areas. The next meeting of the group would take place in the New Year.

During consideration of this item the Leader provided the Board with an update on the results of the Council's provisional settlement for the New Homes Bonus (NHB). When preparing the Council's suggested budget for the Medium Term Financial Plan an assumption had been made that funding from the NHB would be withdrawn after the fourth year. However, in the settlement 6 years continued to be built into the scheme and this was only due to fall to five years at a later date. There had been a change to the baseline which would result in the Council losing approximately £210,000 but this would be offset by the retention of the greater length of period over which the NHB would apply.

Members discussed the Government's consultation in respect of the NHB and questioned whether the Council would be responding to the latest round in this consultation process. In particular questions were raised about the intended use of NHB funding to help fund social care. The Board was advised that the District Council's Network had already discussed this matter and would be providing a collective response to the Government which would address these concerns.

RESOLVED that recommendation 12 from the Finance and Budget Working Group in respect of virements be reconsidered at a future meeting of the group.

72/16

TASK GROUP UPDATES

The Board received verbal updates in respect of the Task Group reviews that were taking place.

a) **Social Media Task Group – Chairman, Councillor R. J. Laight**

Councillor Laight reported that the group had held their first meeting on 30th November 2016 during which the terms of reference had been considered and key lines of enquiry agreed. Officers had already undertaken a significant amount of research on behalf of the group and as part of the review Members were aiming to consult with other local authorities about their approach to using social media. The next meeting of the group was due to take place in January during which the Council's Communications Manager would be interviewed about the Council's corporate approach to using social media.

b) **Staff Survey Joint Scrutiny Task Group – Chairman, Councillor S. R. Colella**

Councillor Colella explained that the latest meeting of the group had taken place in Redditch on 7th December 2016. During the meeting the Head of Business Transformation and Organisational Development and the Human Resources and Development

Manager had been interviewed about the background to the matter and the findings from the two surveys conducted in 2013 and 2016 respectively.

The group had also discussed the cultural referendum which had been held in December. Members recognised that this helped to demonstrate that Officers were taking action in response to feedback received from staff in the surveys. However, the group had had some concerns about the referendum and whether this represented the best way to explore organisational culture with staff. Members had questioned the possibility of delaying the referendum but had been advised that the referendum had been actively promoted making it difficult to delay the process by the date of the group's meeting.

Officers advised that a paper had been produced in advance of the cultural referendum. The content of this paper helped to clarify the reasons for the referendum and it was suggested that this should be provided for the consideration of the group as it might reassure Members about the basis for the exercise.

73/16

WORCESTERSHIRE HEALTH OVERVIEW AND SCRUTINY COMMITTEE - UPDATE

The Council's representative on the Worcestershire Health Overview and Scrutiny Committee (HOSC), Councillor B. T. Cooper, provided an update on the latest meeting of the Committee. The following matters were highlighted for Members' consideration:

a) Dental Services in Worcestershire

The subject of dental services had been discussed following the closure of a dental surgery in Worcester with limited notice to patients. A presentation had been delivered for the consideration of the Committee on this subject but Members had agreed that additional data was required and so a further update had been requested for a future meeting.

b) Pharmacy Services

The Committee had been advised that pharmacy services would be the subject of financial cuts and there was therefore a need to consider ways in which these services could be delivered differently. Again, Members had agreed that additional information on this subject was required and a further presentation had therefore been requested for a future meeting.

c) Fast Food Outlets

The Director of Public Health in Worcestershire had delivered a presentation on the subject of fast food outlets in response to

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concerns about high levels of obesity in the county. The Committee had been advised that Worcester City Council had a Supplementary Planning Document (SPD) in respect of fast food outlets, but was the only district Council in Worcestershire to have one. The Director of Public Health would be writing to every district authority in Worcestershire to urge them to introduce a similar SPD.

Members noted that some years previously a scrutiny review of fast food takeaways had been undertaken in Bromsgrove. The scrutiny group had been keen to recommend that an SPD be introduced in respect of fast food takeaways but had been advised that this would be illegal. As Worcester City Council had an SPD dedicated to this matter it was suggested that national legislation must have changed.

d) Stoke Rehabilitation Units

The Committee had been advised that changes to rehabilitation services had to be made due to difficulties experienced in terms of recruiting appropriately qualified staff. This was not a problem peculiar to Worcestershire as similar problems had been experienced in other parts of the country such as Warwickshire. The concentration of specialist rehabilitation services in Evesham would ensure that patients could access expert care where needed and the Committee had been assured that a sufficient number of beds would be available. General rehabilitation services would continue to be available at the Princess of Wales Hospital in Bromsgrove. Acute hospital services would remain unaffected and continue to be available to access at Worcester Royal Hospital.

Concerns were expressed by Members about residential access to Evesham Hospital from various parts of the county. The Board was advised that similar concerns had been raised at HOSC and Members had been informed that consideration might be given to the potential to introduce a community bus.

e) Reorganisation of Health Visitors

Councillor Cooper confirmed he had raised the reorganisation of health visitors at HOSC as requested at the previous meeting of the Board. The Committee had shared the concerns expressed by Bromsgrove Members and it had been agreed that this subject should be scrutinised in further detail at a future meeting.

74/16

CABINET WORK PROGRAMME

The Chairman noted that only one additional item appeared to have been added to the Cabinet Work Programme since the previous meeting of the Board; the Alvechurch Parish Plan. Officers confirmed that, as discussed during the previous meeting of the Board, the Engagement

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Strategy, listed on the plan for consideration in February 2017, would be considered by the Social Media Task Group in due course.

75/16

OVERVIEW AND SCRUTINY BOARD WORK PROGRAMME

Members noted the content of the Overview and Scrutiny Board's Work Programme.

76/16

ANY OTHER BUSINESS

The Chairman explained that he had received a request from Councillor S. R. Colella to consider further information about homelessness levels in Bromsgrove as an urgent item following reports in the Bromsgrove Advertiser about homelessness in the district. The Deputy Chief Executive presented a briefing paper on the subject for Members' consideration (attached Appendix 1), with the following points being highlighted for Members' consideration:

- The homelessness figures quoted in the Bromsgrove Advertiser were based on information provided in a report by Shelter.
- The data was potentially misleading and based on a formula for calculating homelessness rather than an actual head count. The figure of 38 homeless people quoted in the report was based on adding the number of rough sleepers with the number in temporary accommodation and dividing by the total local population
- In Shelter's report Bromsgrove had been ranked 20th out of 31 Councils in the West Midlands and fourth in Worcestershire.
- However the Council's data indicated that there was not a problem with homelessness in Bromsgrove.
- When Officers had assessed local homelessness levels only 2 rough sleepers had been identified.
- The Council's Communications Team would be working with the local press to ensure that any confusion in respect of this would be resolved in future updates to the public.

Members expressed concerns that the information provided in the Bromsgrove Advertiser's article as the interpretation applied to the data released by Shelter could have caused reputational damage to the Council. There were also concerns that this might have led to the local MP, the Right Honourable Sajid Javid, being misinformed about homelessness levels. Officers were therefore asked to provide a copy of the briefing note for his consideration.

The meeting closed at 7.56 p.m.

Chairman

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Overview and Scrutiny Board

16th January 2017

Potential Joint Scrutiny of the North Worcestershire Crime and Disorder Reduction Partnership

Relevant Portfolio Holder	Cllr Roger Smith – Portfolio Holder for Environmental Services, Regulatory Services and Community Safety.
Portfolio Holder Consulted	No
Relevant Head of Service	Judith Willis, Head of Community Services
Wards Affected	All
Ward Councillor Consulted	No
Non-Key Decision	

1. SUMMARY OF PROPOSALS

- 1.1 Officers are suggesting that as the Crime and Disorder Reduction Partnership is now a shared partnership over North Worcestershire, (Redditch and Kidderminster) that the Overview and Scrutiny Board may wish to consider forming a joint Scrutiny Panel in order to cover its statutory responsibility of scrutinising the Crime and Disorder Reduction Partnership at least once during each municipal year.
- 1.2 This report details a number of options for consideration by the Board.

2. RECOMMENDATIONS

Members are asked to consider the following options:

- 2.1 **Option 1 – to approach Redditch Borough and Wyre Forest District Councils’ Overview and Scrutiny Committees and to invite them to participate in a new Joint Scrutiny Committee of the North Worcestershire Community Safety Partnership;**
- 2.2 **Option 2 - To invite representatives of Redditch Borough and Wyre Forest District Councils to attend the Board’s meeting on 27th March 2017 to undertake joint scrutiny of the Partnership as a pilot of shared scrutiny arrangements; or**
- 2.3 **Option 3 – To take no further action and continue with the current arrangements for scrutinising the local Community Safety Partnership.**

Overview and Scrutiny Board

16th January 2017

3. KEY ISSUES

- 3.1 Section 19 and 20 of the Police and Justice Act 2006 require local authorities to scrutinise the work of the local crime and disorder reduction partnership. Councils must designate one of their committees with responsibility for this function. Local authorities had to ensure that the Partnership was scrutinised at least once a year and this requirement remains in place.
- 3.2 When the legislation was introduced the majority of Councils in Worcestershire chose to appoint their main Overview and Scrutiny Committees to scrutinise the CDRP. In Bromsgrove this responsibility is currently held by the Overview and Scrutiny Board.
- 3.3 At the time when the legislation was introduced there were three separate Crime and Disorder Reduction Partnerships in Bromsgrove, Redditch and Wyre Forest. However, more recently the three partnerships merged into one, to form the North Worcestershire Crime and Disorder Reduction Partnership. Despite this, Bromsgrove, Redditch and Wyre Forest continue to each hold separate scrutiny committee meetings to hold the partnership to account.
- 3.4 In the South of the County there has been a joint partnership covering Worcester, Malvern and Wychavon districts since the legislation was introduced. These Councils scrutinise their partnership jointly.
- 3.5 The benefits of joint scrutiny are that the partnership can concentrate its resources on discussing the key issues of its work once and by working collectively there is less risk of duplication.

Financial implications

- 3.6 Each of the authorities could take it in turns to host the meeting, and it is believed therefore that the costs associated with undertaking scrutiny of the partnership would reduce over time for all partner authorities.

Legal Implications

- 3.7 It should be noted that under the legislation scrutiny committees can only hold the partnership as a whole to account and not individual partners.
- 3.8 The West Mercia Police and Crime Panel, which is facilitated by Worcestershire County Council has separate responsibility for holding the Police and Crime Commissioner to account. A representative of Bromsgrove District Council sits on this Panel.

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Service / Operational Implications

- 3.9 If Members were minded to approve options 1 or 2 then Members at Redditch Borough and Wyre Forest District Council would need to be consulted.
- 3.10 It is understood that to date, neither Bromsgrove, Redditch nor Wyre Forest have scrutinised the Crime and Disorder Partnership in this municipal year.
- 3.1 Members are asked to note that if the Board agrees to undertake joint scrutiny of the partnership this will not prevent Members of the Overview and Scrutiny Board from undertaking separate investigations of Community Safety matters should it so wish.

5. APPENDICES

None

6. BACKGROUND PAPERS

National Support Framework Delivering Safer and Confident Communities (Guidance for the Scrutiny of Crime and Disorder Matters – England) 2009.

AUTHOR OF REPORT

Name: Amanda Scarce and Jess Bayley – Democratic Services Officers
E Mail: democratic@bromsgroveandredditch.gov.uk

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CABINET LEADER'S WORK PROGRAMME

1 FEBRUARY 2017 TO 31 MAY 2017

(published as at 3 January 2017)

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 Parkside, Market Street, Bromsgrove, B61 8DA 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, Parkside, Market Street, B61 8DA or e-mail: democratic@bromsgroveandredditch.gov.uk

The Cabinet's meetings are normally held every four weeks at 6pm on Wednesday evenings at Parkside. They are open to the public, except when confidential information is being discussed. If you wish to attend for a particular matter, it is advisable to check with the Democratic Services Team on (01527 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 G. N. Denaro	Leader of the Council and Portfolio Holder for Finance, ICT, HR and Enabling Services
Councillor C. B. Taylor	Portfolio Holder for Planning Services and Strategic Housing
Councillor R. D. Smith	Portfolio Holder for Environmental Services, Regulatory Services and Community Safety
Councillor K. J. May	Deputy Leader and Portfolio Holder for Health and Wellbeing, Economic Development and Regeneration
Councillor P. J. Whittaker	Portfolio Holder for Leisure and Cultural 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
Council Plan	Cabinet <i>(recommendations to Council)</i>	1 February 2017	Report of the Head of Business Transformation and Organisational Development	Deb Poole 01527 881256 Councillor G Denaro
ICT Infrastructure Support	Cabinet <i>(recommendations to Council)</i>	1 February 2017	Report of the Head of Business Transformation and Organisational Development	Deb Poole 01527 881256 Councillor G Denaro
Medium Term Financial Plan 2017/18 to 2020/21	Cabinet <i>(recommendations to Council)</i>	1 February 2017	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor G. Denaro
Engagement Strategy	Cabinet	1 February 2017	Report of the Head of Business Transformation and Organisational Development	Deb Poole 01527 881256 Councillor G. Denaro
Review of Economic Priorities	Cabinet	1 February 2017	Report of the Chief Executive	Kevin Dicks 01527 881484 Councillor K. J. May

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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
Review of Financial Regulations and Contract Procedures	Cabinet	1 February 2017	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor G. N. Denaro
Allocation of Homelessness Grant Funding	Cabinet	1 February 2017	Report of the Head of Community Services	Derek Allen Strategic Housing Manager 01527 881278 Councillor C. B. Taylor
Alvechurch Parish Neighbourhood Plan	Cabinet	1 February 2017	Report of the Head of Planning and Regeneration	Mike Dunphy/Helen Smith 01527 881325 Councillor C. B. Taylor
Financial Monitoring Report Quarter 3	Cabinet	1 March 2017	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor G. N. Denaro

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- To be allocated a date: Bromsgrove Sports and Physical Activity Strategy

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OVERVIEW & SCRUTINY BOARD

WORK PROGRAMME

2016/17

RECOMMENDATION:

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

ITEMS FOR FUTURE MEETINGS

Date of Meeting	Subject	Additional Information
16/01/16	Pre-scrutiny review of Economic Priorities	Picked up from the Cabinet Work Programme 28/11/16 meeting
	Finance and Budget Working Group – Update	
	Measures Dashboard Working Group – Update	
	Task Group Updates	
	Quarterly Recommendation Tracker	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Work Programme	
	Action List (if necessary)	
	O&S Work Programme	
13/02/17	Dolphin Centre - Update on work with displaced Groups	
	Planning Backlog Data up to 31/12/16	
	Finance and Budget Working Group – Update	
	Measures Dashboard Working Group – Update	
	Task Group Updates	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Work Programme	
	Action List (if necessary)	
	O&S Work Programme	
27/03/17	Scrutiny of Crime & Disorder Partnership	
	Finance and Budget Working Group – Update	

Date of Meeting	Subject	Additional Information
	Measures Dashboard Working Group – Update	
	Task Group Updates	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Work Programme	
	Action List (if necessary)	
	O&S Work Programme	
24/04/17	Overview & Scrutiny Board Annual Report and Review of the Work of the Board (including the role of the working groups).	
	Sports and Physical Activity Strategy	Picked up from the Cabinet Work Programme 28/11/16 meeting
	Quarterly Recommendation Tracker	
	Task Group Updates	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Work Programme	
	Action List (if necessary)	
	O&S Work Programme	

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.

The Council’s representative on any Joint Scrutiny Task Group’s will be expected to provide an update (verbal or written) on the work of that Group at each Board meeting.

The Chairman of any Working Group or Task Group set up by the Board will be expected to provide a written or verbal update in respect of the work being carried out and progress of the investigation by the Group Members.

Reports to be Received by the Board (at its discretion)

Write Off of Debts Report	(last report received 27/06/16)
Sickness Absence Performance - biannually	(last report received 31/10/16)
Making Experiences Count	(last report received 27/06/16)
Summary of Environmental Enforcement	(last report received 08/08/16)
Artrix SLA Annual Report – 19/09/16	

Planning Backlog Data

Received 6 monthly as follows:

- 31st March - to be received at May meeting
- 30th September - to be received at November 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.

Areas for further discussion and possible inclusion within the Work Programme carried forward from the 2015/16 Training Event

- 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
- 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>