



BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

MONDAY 13TH FEBRUARY 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 16th January 2017 (Pages 1 - 10)
4. Dolphin Centre - Verbal update in respect of Displaced Groups
5. Review of Economic Priorities

Verbal Update from Councillor K. May, Portfolio Holder for Health and Wellbeing, Economic Development and Regeneration.
6. Quarterly Recommendation Tracker (Pages 11 - 24)
7. Finance and Budget Working Group Report (Pages 25 - 28)
8. Measures Dashboard Working Group - Update

9. CCTV Short Sharp Review Membership Report (Pages 29 - 34)
10. Task Group Updates
 1. Staff Survey Joint Scrutiny Task Group – Cllr Steve Colella, Chairman
 2. Social Media Task Group – Cllr Rod Laight, Chairman
11. Worcestershire Health Overview and Scrutiny Committee - Update
12. Cabinet Work Programme (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

Parkside
Market Street
BROMSGROVE
Worcestershire
B61 8DA

2nd February 2017



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BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

16TH JANUARY 2017 AT 6.00 P.M.

PRESENT: Councillors L. C. R. Mallett (Chairman), S. A. Webb (Vice-Chairman), C. Allen-Jones, S. R. Colella, B. T. Cooper, M. Glass, C.A. Hotham (Substitute), R. J. Laight and M. Thompson

Observers: Councillor G. N. Denaro

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

77/16 **APOLOGIES AND NAMED SUBSTITUTES**

Apologies for absence were received on behalf of Councillors S. J. Baxter, C. J. Spencer and P. L. Thomas and it was confirmed that Councillor C. Hotham was attending as a substitute for Councillor Baxter.

78/16 **DECLARATIONS OF INTEREST AND WHIPPING ARRANGEMENTS**

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

79/16 **MINUTES**

The minutes of the meeting of the Overview and Scrutiny Board held on Monday 19th December 2016 were submitted.

RESOLVED that the minutes of the meeting of the Overview and Scrutiny Board held on 19th December 2016 be approved as a correct record.

80/16 **REVIEW OF THE CCTV PROCESS**

The Chairman noted that it had been proposed at the previous meeting of the Board that CCTV should be the subject of further scrutiny. A draft topic proposal form had been produced which was tabled for Members' consideration (Appendix 1).

CCTV had formed the subject of a review by a cross-party working group. This investigation had been launched following a Notice of Motion to Council in 2015 and had been undertaken as an independent exercise rather than as part of the Council's scrutiny process. There had been 3 Councillors appointed to this review; Councillors M. Glass, P. McDonald and L. Turner. The review had originally been scheduled for

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the consideration of the Cabinet in 2016 and had been selected by the Board for pre-scrutiny. Whilst the subject had subsequently been withdrawn from the Cabinet Leader's Work Programme the Overview and Scrutiny Board had asked to receive an update in December 2016.

Members agreed that it would be useful to address the following in a review of CCTV:

- The process for introducing new CCTV cameras and whether this was timely, value for money and fit for purpose.
- The decision making process for introducing new cameras. Members were advised that wherever additional funding was required this would need to be referred to Members for consideration.
- Any blockages that held up decision making about the installation of new CCTV cameras.
- The financial implications for the Council of introducing any new CCTV cameras.
- The approach adopted to monitoring the performance of existing CCTV cameras.
- Any alternative measures to CCTV cameras that could help to address concerns about anti-social behaviour and crime within the community

There was general consensus that a review of this subject should not repeat the work of the previous cross-party working group and that the exercise should be conducted as a short, sharp review.

The following objectives were added to the topic proposal:

- To understand and validate the process and monitoring of CCTV cameras and its ongoing review.
- To understand the barriers to putting new CCTV cameras in place.
- To gain a better understanding and, if necessary, make recommendations to Council regarding the placement, process and development of the service.

The membership of the short sharp review was briefly discussed. Members agreed that Councillor S. R. Colella should be appointed Chairman, with Councillors B. T. Cooper and M. Thompson also volunteering to take part. The Board concurred that other non-Executive Members not on the Board should also be invited to take part in the review if they were interested in doing so.

RESOLVED that

- 1) Subject to the inclusion of the proposed key objectives, as detailed in the preamble above, the terms of reference for the Strategic Review of the CCTV Operation be approved for a short sharp review;

- 2) Councillor S. R. Colella be appointed Chairman of this review and Councillors B. T. Cooper and M. Thompson also be appointed; and
- 3) Non-Executive Members not serving on the Overview and Scrutiny Board be invited to express an interest in participating in the review.

81/16

POTENTIAL JOINT SCRUTINY OF THE CRIME AND DISORDER PARTNERSHIP

The Board considered a report detailing proposals to consider the potential to undertake joint scrutiny of the North Worcestershire Community Safety Partnership with Redditch Borough Council and Wyre Forest District Council.

There was a requirement under the Police and Justice Act 2006 for local authorities to designate a Committee with lead responsibility for scrutinising the work of the local Crime and Disorder Reduction Partnership. Scrutiny Members could only focus on the work of the partnership as a whole and not on the work of individual partner organisations. The legislation required that the partnership was held to account during at least one meeting a year.

When the legislation was first introduced there had been separate community safety partnerships in Bromsgrove, Wyre Forest and Redditch. However, more recently these had merged into one crime and disorder reduction partnership for the north of the county. Wyre Forest District Council, like Bromsgrove, had arranged for crime and disorder scrutiny to be undertaken by their lead Overview and Scrutiny Committee. Redditch Borough Council had been the only authority in the county to establish a separate Crime and Disorder Scrutiny Panel to undertake this function.

In the south of the county there was also a joint community safety partnership. Malvern Hills District Council, Worcester City Council and Wychavon District Council had worked together for some time on joint scrutiny of their community safety partnership. The Councils took it in turns to host the meetings and it had been suggested that a similar approach could be adopted in the north of the county. Officers confirmed that neither Redditch Borough Council nor Wyre Forest District Council had yet scrutinised the partnership in 2016/17 so could potentially start joint scrutiny this year.

Members discussed the various options available moving forward and the most appropriate way to ensure that the North Worcestershire Community Safety Partnership was held to account. Concerns were raised that by undertaking this role jointly the focus on needs within Bromsgrove district might be diluted. Members noted that in Bromsgrove there had never been any recommendations made in respect of the partnership since the legal requirement was introduced so the value of the process in its existing form was questionable. By working together it was possible that Members would have an

opportunity to revitalise this form of scrutiny, by identifying patterns and issues impacting across borders, and to make this process more constructive. Joint working could be trialled in 2016/17 and, if Members felt that this process was effective, could be further developed in future years.

RESOLVED 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.

82/16

FINANCE AND BUDGET WORKING GROUP

The Chairman of the Finance and Budget Working Group, Councillor L. C. R. Mallett, provided an update on the work of the group and highlighted the following for Members' consideration:

- The group had considered the Cabinet's feedback in respect of the group's previous recommendations and had amended its recommendation on the subject of virements of £40,000 or less; Members were suggesting these should be considered by the relevant Head of Service in consultation with the lead Portfolio Holder; any above £40k would be subject to Cabinet approval.
- Members had reviewed the content of the capital programme and concluded that whilst a lot of capital bids were scheduled for the first year additional planning was required from Heads of Service in the subsequent years of the capital programme.
- The inclusion of S106 agreements on the capital programme for approval was considered by the group to be confusing as these had effectively already been approved.

During consideration of this item the Executive Director for Finance and Corporate Resources also provided an update in respect of the New Homes Bonus (NHB) and Council Tax:

- There was an option to increase Council Tax by up to £5 over the 1.9 per cent for Band D properties which would provide the Council with an additional £40,000 in the budget.
- The Government consultation on the NHB had concluded and local authorities had been advised that the fund would not be sustainable in its current form.
- The Government was proposing that there would be a "deadweight" of 0.4 per cent.
- In future this would mean that approximately 165 new properties built in the district would not be subject to the NHB which would impact on Council finances.
- The Government was also proposing that some funding from the NHB would in future be allocated to County Councils in two tier authority areas to help fund social care.

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- There was also a proposal to reduce the length of the NHB scheme from 6 to 4 years.
- This would lead to a loss in funding to the Council of £242,000 in 2017/17 and £1.8 million over 4 years until 2020/21.
- Members would need to give further consideration to discretionary services provided by the Council and whether these added value to the customer.

There were 3 key areas from the Efficiency Plan that remained to be addressed before the budget was set in February 2017:

- Alternative models of service delivery; only £70,000 in savings had been identified to date.
- Income and growth; over £300,000 more had been identified.
- The proposed Management Review which needed to identify further savings.

Following these updates the Board discussed a number of points in detail:

- The need to balance the Council's budget and the point at which further reductions in funding would make local authority services unsustainable.
- The potential savings that could be achieved from the Management Review and the value of prioritising this as it was anticipated that this would have a limited direct impact on the customer.
- The achievements that had been made to date in terms of delivering the aspirations detailed in the Efficiency Statement and the need for further action to be taken.
- The finalisation of the Council's fees and charges in 2017/18 and the role of the Finance and Budget Scrutiny Working Group in holding senior Officers to account for any proposed increases over 3 per cent.
- The total cumulative deficit predicted by the end of the 4 year period on the date of the meeting of £2.8 million. Members were advised that this would reduce by February when the Council set its budget.
- The need to be cautious about using funding from balances to balance the budget in any given year as this funding could only be used once.
- The need for Heads of Service to take responsibility for identifying savings and potential options to generate further income.
- The approach of the other local authorities that had received severe reductions in the government's budget settlement. Members were advised that the Council was the only local authority in this position outside the M25 and the other Councils had had access to significant balances and New Homes Bonus funding to help address their budget gaps.

- The position of other local authorities in Worcestershire. The Board was informed that many local authorities in the county were using a traffic light system for their budget.
- The progress that had been achieved in respect of economic development within the district and the innovative ideas that were being put forward by Officers.
- The increase in Council Tax that would be experienced by local residents and the significant proportion of this funding that would be allocated to the County Council and other partner organisations.
- The anticipated recorded income from the Dolphin Centre of over £400,000. Members noted that this figure should actually be approximately £520,000 in line with the figures agreed for prudential borrowing costs.

83/16

MEASURES DASHBOARD WORKING GROUP

Councillor S. A. Webb, Chairman of the Measures Dashboard Working Group, provided Members with an update. The Board was advised that the group had struggled to access the dashboard on their iPads and the impediments to access remained in place. Despite this it had been agreed that the working group should reconvene. Representatives of the ICT team could be invited to a meeting of the group if these problems persisted.

Following the resignation of Councillor S. J. Baxter there was a vacancy on the group. Councillor R. J. Laight volunteered to become a Member to replace Councillor Baxter. Whilst it was noted that this would mean every Member of the group would represent the same party there were no requirements for scrutiny working groups to be politically balanced and no objections were raised during the meeting.

RESOLVED that Councillor R. J. Laight be appointed to the Measures Dashboard Working Group.

84/16

TASK GROUP UPDATES

The following updates were provided in respect of current Task Group reviews:

a) **Social Media Task Group**

Councillor R. J. Laight, Chairman of the Social Media Task Group, explained that the review was progressing well. The group had recently interviewed the Council's Communications Manager who had provided a significant amount of information about the Council's use of social media. The local authority's use of social media compared favourably with other Councils in the region and there were opportunities to make further use of these tools. The group would shortly be circulating a survey amongst Members requesting feedback in respect of how they used social media. The group also anticipated that training would be provided to enable

Members to make appropriate use of social media to communicate with the public.

There were 3 Members on the group who were finding the review very rewarding. Councillor Laight noted that an additional Member, particularly someone who regularly used social media, would be welcomed. The Members of the group were thanked for their commitment together with the Democratic Services Officer for her hard work supporting the review.

b) Staff Survey Joint Scrutiny Task Group

Councillor S. R. Colella, Chairman of the Staff Survey Joint Scrutiny Task Group, explained that there had been no meetings of the group since the last meeting of the Board. Unfortunately the meeting of the group scheduled to take place on 18th January would have to be cancelled as 3 Members of the group had given their apologies. A new date would be identified shortly for this meeting, which would provide an opportunity for the group to consult with senior Officers about the Programme Board and the subsidiary working groups.

85/16

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 which took place on 11th January 2017.

Members were advised that there had been a single item on the agenda dedicated to a presentation on the subject of the West Midland Ambulance Service (WMAS). The Chief Operating Officer for the service had attended for this item and had advised Members that WMAS was the only ambulance service in the country to meet all of their national targets and was the best performing ambulance trust in the country. Unfortunately there had been a few difficulties in recent months with handovers involving hospitals within the Worcestershire Acute Hospital NHS Trust; in December up to 12 ambulances had been waiting at Worcester Royal Hospital at a time. Waiting times could be longer for patients once they had been registered at the hospital and HOSC was in the process of raising concerns about this with the trust.

Concerns were raised in respect of changes to the Alexandra Hospital in Redditch and the extent to which these changes had been effectively communicated to residents. In particular Members raised concerns about limited awareness that the hospital's A&E department was no longer responsible for treating children and recent cases were highlighted whereby concerned parents had been referred to Worcester Royal Hospital in challenging weather conditions.

86/16

CABINET WORK PROGRAMME 1ST FEBRUARY TO 31ST MAY 2017

The Board considered the contents of the Cabinet Leader's Work Programme for the period 1st February to 31st May 2017. Members noted that few changes had been made to the work programme since December and no items were selected as suitable for pre-decision scrutiny.

Concerns were raised that there was only one item listed on the Cabinet Leader's Work Programme for consideration after February 2017. This made it difficult for Members to identify any items that might be suitable for pre-scrutiny in advance of a Cabinet decision. The Board suggested that this undermined the accountability and transparency of the Council's decision making process. Heads of Service, who were primarily responsible for adding items to the work programme, were therefore urged to plan further ahead.

RECOMMENDED to the Corporate Management Team that Heads of Service plan further ahead and add items to the Cabinet Leader's Work Programme in a more timely manner.

87/16

OVERVIEW AND SCRUTINY BOARD WORK PROGRAMME

Members considered the Overview and Scrutiny Board's Work Programme and in so doing noted the following points:

a) **Economic Priorities**

A report in respect of the Council's economic priorities, which had been scheduled for consideration in January, had been postponed in the absence of the relevant Portfolio Holder. There was the possibility that this item would be considered by the Cabinet in February and if this occurred the Finance and Budget Scrutiny Working Group would be provided with an opportunity to pre-scrutinise the proposals detailed in the report. Otherwise the report would be considered by the Board in March.

b) **Monitoring Updates**

The Board's recommendation tracker would be provided for Members' consideration in March. This would include a detailed overview of the progress that had been achieved in respect of the Car Parking Task Group's recommendations.

c) **Dolphin Centre**

The Head of Leisure and Cultural Services had advised that he would be in a position to provide a comprehensive update on the progress that had been achieved in identifying support for displaced groups in March 2017. The Council would need to

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resolve this issue by September 2017 and was in the early stages of providing support to effected groups. Members expressed some concerns, however, about the delay in providing an update on this subject and the potential implications for the local community. Consequently Members agreed that the Head of Leisure and Cultural Services should be invited to provide an interim update to the Board in respect of this matter in February with further information following in March.

d) Council Plan

Members were advised that the Council Plan was scheduled for consideration by the Cabinet in February 2017.

e) Write off of Debts Report

The Board noted that this report would be considered by the finance and Budget Working group on an annual basis.

The meeting closed at 7.37 p.m.

Chairman

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BROMSGROVE DISTRICT COUNCIL

OVERVIEW AND SCRUTINY BOARD

13th February 2017

RECOMMENDATION TRACKER REPORT

1. SUMMARY

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

The recommendations are grouped in date order and by topic.

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

2. RECOMMENDATIONS

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

Date of O&S Board	Recommendation	Date Considered by Cabinet	Comments on action taken to implement the recommendation(s)							
PREVENTING HOMELESSNESS TASK GROUP										
19 th September 2016	<u>Recommendation 1</u> We recommend that officers should investigate the introduction of a local authority lettings scheme that would help customers to access private rented accommodation. This investigation should take into account working in partnership with Redditch Borough Council. The outcomes of this investigation should be reported for the consideration of the Overview and Scrutiny Board and Cabinet.	5 th October 2016	Jan (2017)		April	√	Aug		Oct	
			<u>Cabinet Response</u> This recommendation was agreed. This work has already begun and an initial discussion paper will be produced by the end of December 2016.							
19 th September 2016	<u>Recommendation 2</u> The Council should commit to use all of the Homeless Grant for the purposes of priority homelessness support.	5 th October 2016	Jan (2017)		April	√	Aug		Oct	
			<u>Cabinet Response</u> This recommendation was agreed and implantation was expected to begin in November 2016.							
19 th September 2016	<u>Recommendation 3</u> Subject to the Council continuing to receive the Homeless Grant, it should continue to prioritise funding in respect of offender rehabilitation and emergency accommodation for young people, in order for services to remain sustainable within the district.	5 th October 2016	Jan (2017)		April	√	Aug		Oct	
			<u>Cabinet Response</u> Agreed and implemented and to be from April 2017.							

Date of O&S Board	Recommendation	Date Considered by Cabinet	Comments on action taken to implement the recommendation(s)							
19 th September 2016	<u>Recommendation 4</u> The £15,000 of funding allocated by the Portfolio Holder be allocated to the Essential Living Fund (ELF) and any surplus be ring fenced for use in the next financial year.	5 th October 2016	Jan (2017)		April		Aug		Oct	
			<u>Cabinet Response</u> The Council's Housing Strategy Manager advises that during the course of the O&S review, it has become increasingly clear that homelessness prevention must continue to be a priority for councils going forwards into 2017-8. As a result, it is important to focus on funding these services, so further consideration at O&S nearer the end of this current financial year about the future use of any surplus as mentioned in recommendation 4 could prove to be timely. It may be that investing any surplus into homelessness prevention is the most effective use of the funds, in line with recommendations 2 and 3.							
28 th November 2016	Following presentation of the Cabinet response and discussion between the Portfolio Holder and Board Members, the following recommendations were put forward by the Board: (1) The £15,000 referred to in the Preventing Homelessness Task Group's fourth recommendation	7 th December 2016	Jan (2017)		April		Aug		Oct	
			<u>Cabinet Response</u> This was approved by Cabinet.							

Date of O&S Board	Recommendation	Date Considered by Cabinet	Comments on action taken to implement the recommendation(s)							
	be reallocated to St Basils to support their ability to continue to provide services in the district in 2017/18;									
28 th November 2016	(2) Support for housing services for young people at risk of homelessness should be added as an unavoidable budget pressure for the Council; and	7 th December 2016	Jan (2017)		April	√	Aug		Oct	
			<u>Cabinet Response</u> This was approved by Cabinet.							
28 th November 2016	(3) The Leader of the Council should write to Worcestershire County Council to express concerns about the impact of the County Council's funding decisions at a local level, including on Bromsgrove District Council.	7 th December 2016	Jan (2017)		April	√	Aug		Oct	
			<u>Cabinet Response</u> This was approved by Cabinet.							
EVENING & WEEKEND CAR PARKING TASK GROUP										
21 st March 2016	<u>Recommendation 1</u> The Council needs to formulate a clear Economic Development strategy that includes car parking as soon as possible, whilst considering the following key features of any such	6 th April 2016	Jan (2017)		April	√	Aug		Oct	
			<u>Cabinet Response</u> In relation to recommendation 1 the Cabinet agreed that car parking was vital to the economic development of the Town and accepted the							

Date of O&S Board	Recommendation	Date Considered by Cabinet	Comments on action taken to implement the recommendation(s)
	<p>strategy:</p> <ul style="list-style-type: none"> a) Ensuring that car parking arrangements are managed in accordance with the interests of the local economy. b) Working with partners in business and retail to develop the Economic Development Strategy that includes car parking options and tariffs that encourage customers to visit Bromsgrove. c) Ensure car parking arrangements support the Council's Economic Development Strategy. 		<p>principles behind the recommendation. It was felt however that the existing Economic Development Priorities should be reviewed in order to assess the impact of car parking charges, rather than produce a new Economic Development Strategy which may need to alter in 6 months' time. It was fully accepted that the needs and views of businesses in the Town needed to be taken into account and the new Centre Manager would be fully involved in this review process and in working with local businesses. The process should be undertaken prior to the consideration of the next round of changes to fees and charges. The existing Economic Priorities needed to focus more strongly on car parking. Officers and Members from Economic Development, Car Parking and Planning would need to work very closely together on the further regeneration of the Town Centre.</p> <p>The recommendation was therefore accepted in the amended form below:</p> <p><i>that the Council reviews its Economic Development Priorities to assess the impact of car parking charges as soon as possible, whilst considering the following key features:</i></p> <p><i>(a) ensuring that car parking arrangements are</i></p>

Date of O&S Board	Recommendation	Date Considered by Cabinet	Comments on action taken to implement the recommendation(s)							
			<p><i>managed in accordance with the interests of the local economy;</i></p> <p><i>(b) working with partners in business and retail to review the Economic Priorities that includes parking options and tariffs that encourage customers to visit Bromsgrove; and</i></p> <p><i>(c) ensuring that car parking arrangements support the Council's Economic Priorities.</i></p> <p><u>Update 5th October 2016</u> The Portfolio Holder has advised that she has made some progress with the recommendations and will attend the January 2017 meeting when the Tracker is reviewed again to provide a more detailed update.</p>							
21 st March 2016	<p><u>Recommendation 2</u> Having formulated the Economic Development Strategy it is recommended that an external expert be engaged by the Council, with a clear remit of what the Council wishes to achieve, it is suggested that such a consultant would need to consult with the following Council officers/Members:</p> <p>a) Economic Development Team</p>	6 th April 2016	Jan (2017)		April	√	Aug		Oct	
			<p><u>Cabinet Response</u></p> <p>This recommendation was largely accepted, with a minor change to the wording to reflect the changes made to recommendation 1 above. In addition the new Centres Manager has been added to the list of officers/Members to be involved in the consultation on car parking.</p>							

Date of O&S Board	Recommendation	Date Considered by Cabinet	Comments on action taken to implement the recommendation(s)								
	b) Environmental Services Team c) Relevant Portfolio Holders d) Members of the Evening and Weekend Car Parking Task Group e) Local businesses and retailers.		<p><i>that whilst reviewing the Economic Priorities it is recommended that an external expert be engaged by the Council, with a clear remit of what the Council wishes to achieve. It is suggested that they would need to consult with the following Council officers/Members:</i></p> <p style="padding-left: 40px;"> <i>(a) Economic Development Team (b) Environmental Services Team (c) Relevant Portfolio Holders (d) Members of the Evening and weekend car Parking Task Group (e) Local businesses and retailers (f) Town Centres Manager</i> </p> <p><u>Update 5th October 2016</u> See recommendation 1 above.</p>								
21 st March 2016	<u>Recommendation 3</u> Prior to any further trials (of any nature) being agreed and carried out any necessary data should be collected in order to have appropriate comparative data and information available to ensure that any such trial can be measured successfully.	6 th April 2016	<table border="1" data-bbox="1310 986 2049 1058"> <tr> <td>Jan (2017)</td> <td></td> <td>April</td> <td>√</td> <td>Aug</td> <td></td> <td>Oct</td> <td></td> </tr> </table> <p><u>Cabinet Response</u></p> <p>Recommendation 3 was agreed.</p> <p><u>Update 5th October 2016</u> See Recommendation 1 above.</p>	Jan (2017)		April	√	Aug		Oct	
Jan (2017)		April	√	Aug		Oct					

Date of O&S Board	Recommendation	Date Considered by Cabinet	Comments on action taken to implement the recommendation(s)								
21 st March 2016	<u>Recommendation 4</u> Until the introduction of a strategy the current parking charges and concessions should be maintained (including the continuation of free evening car parking).	6 th April 2016	Jan (2017)		April	√	Aug		Oct		
			<u>Cabinet Response</u> This recommendation was agreed subject to a minor change in wording to reflect the changes within recommendation 1. <i>that until the review of the Economic Priorities, the current parking charges and concessions should be maintained (including the continuation of free evening car parking).</i> <u>Update 5th October 2016</u> See recommendation 1 above.								
LEISURE PROVISION TASK GROUP											
17 th November 2014	<u>Recommendation 4</u> (a) Officers to continue negotiations with BAM and look for alternative funding sources to fund a Sports Hall moving forward; and (b) If the negotiations with BAM are unsuccessful, then Cabinet reconsider and make recommendations to full Council	3 rd December 2014	Jan (2017)	√	April		Aug		Oct		
			<u>Cabinet Response</u> Recommendation (a) was approved. In respect of Recommendations (b) the wording was agreed as follows: <i>“that if the negotiations with BAM are unsuccessful, then Cabinet reconsider options for the facility to</i>								

Date of O&S Board	Recommendation	Date Considered by Cabinet	Comments on action taken to implement the recommendation(s)							
	for the facility to include a Sports Hall.		<p><i>include a Sports Hall</i>".</p> <p><u>Cabinet further Response 6th January 2016</u></p> <p>Following a further recommendation from the Board requesting the Cabinet remain observant of its decision made on 3rd December 2014, the Cabinet, after discussion, rescinded the recommendation (b).</p> <p><u>July 2016</u> When the Board considered this item at its April 2016 meeting it agreed for it to remain on the tracker until the negotiations with BAM had been completed.</p>							
YOUTH PROVISION TASK GROUP										
15 th July 2013	<u>Recommendation 10</u> That the Overview and Scrutiny Board includes within its Work Programme an investigation into the provision of services available to disaffected young people and those not in education, employment or training within the District.	4 th September 2013	Jan (2017)		April		Aug		Oct	
			<p><u>Cabinet Response</u> – it was felt this was a matter for the Overview and Scrutiny Board to determine as part of their future work programme.</p> <p><u>Update July 2014</u> <i>This has been included on the O&S Board's Work Programme, for its consideration if they so wish.</i></p>							

Date of O&S Board	Recommendation	Date Considered by Cabinet	Comments on action taken to implement the recommendation(s)
			<p><u>October 2015</u> Youth Provision continues to be an item on the O&S Board's work programme for consideration at a later date if they so wish.</p> <p><u>April 2016</u> Youth Provision continues to be an item on the O&S Board's work programme for consideration at a later date if they so wish.</p> <p><u>July 2016</u> The situation remains as per the last update.</p> <p><u>October 2016</u> The situation remains as per the update in April 2016.</p>

BOARD RECOMMENDATIONS										
<p>25th September 2014</p>	<p><u>Task Group Procedure Guidelines Review</u> That the Task Group/Short, Sharp Inquiry Procedure Guidelines be incorporated into the Council's constitution.</p>	<p>Constitutional Review Working Party</p>	<p>Jan (2017)</p>		<p>April</p>		<p>Aug</p>		<p>Oct</p>	<p><i>This was passed to relevant Officer on 3rd November 2014 for inclusion in at a meeting of the Constitutional Working Group.</i> <u>October 2015</u> <i>There has not as yet been an appropriate meeting of the Working Group for this matter to be discussed.</i> <u>January 2016</u> <i>A meeting of the Working Group has yet to be organised where this item will be considered.</i> <u>April 2016</u> <i>The situation remains as previously reported.</i> <u>July 2016</u> <i>The situation remains as previously reported.</i> <u>October 2016</u> <i>The situation remains as previously reported.</i> <u>January 2017</u> <i>The situation remains as previously reported.</i></p>

FINANCE & BUDGET WORKING GROUP RECOMMENDATIONS										
Overview & Scrutiny Board 28 th November 2016	<u>Recommendation 1</u> CMT to develop a set of principles around savings to be made.	Cabinet 7 th December 2016	Jan (2017)		April	√	Aug		Oct	
			<u>Cabinet Response</u> – this was agreed with an implementation date of 1st April 2017.							
Overview & Scrutiny Board 28 th November 2016	<u>Recommendation 2</u> The Leader should source, with immediate effect, the services of an external commercial organisation in order to review the management structure of the Council.	Cabinet 7 th December 2016	Jan (2017)		April	√	Aug		Oct	
			<u>Cabinet Response</u> - We are liaising with the Leader of Redditch Borough Council, Cllr Bill Hartnett and have requested Officers to evaluate the options and costs in this respect. Implementation date: to be determined							
Overview & Scrutiny Board 28 th November 2016	<u>Recommendation 3</u> There be one overall corporate training budget and HR prioritise that budget to meet the needs of staff.	Cabinet 7 th December 2016	Jan (2017)		April	√	Aug		Oct	
			<u>Cabinet Response</u> – this was agreed with an implementation date of 1st April 2017.							
Overview & Scrutiny Board 28 th November 2016	<u>Recommendation 4</u> The £11k in respect of Business Transformation, which was reserved for training be given up as a saving.	Cabinet 7 th December 2016	Jan (2017)		April	√	Aug		Oct	
			<u>Cabinet Response</u> – this was agreed with an implementation date of February 2017.							
Overview & Scrutiny Board 28 th	<u>Recommendation 5</u> The Council should have a robust four year funded Capital Programme	Cabinet 7 th December 2016	Jan (2017)		April	√	Aug		Oct	
			<u>Cabinet Response</u> – this was agreed with an							

November 2016	for the period 2017/18 to 2020/21 to include estimates across each year of the budget.		implementation date of February 2017 (as part of the MTFP).							
Overview & Scrutiny Board 28 th November 2016	<u>Recommendation 6</u> There be an overall corporate budget for apprenticeships.	Cabinet 7 th December 2016	Jan (2017)		April	√	Aug		Oct	
			<u>Cabinet Response</u> – this was agreed with an implementation date of 1st April 2017.							
Overview & Scrutiny Board 28 th November 2016	<u>Recommendation 7</u> An exercise by carried out to ensure the Council makes the best use of its assets.	Cabinet 7 th December 2016	Jan (2017)		April	√	Aug		Oct	
			<u>Cabinet Response</u> – this was agreed with an implementation date of 1st April 2017.							
Overview & Scrutiny Board 28 th November 2016	<u>Recommendation 8</u> Officers ensure that the Asset Register is kept up to date at all times.	Cabinet 7 th December 2016	Jan (2017)		April	√	Aug		Oct	
			<u>Cabinet Response</u> – this was agreed and to be implemented with immediate effect..							
Overview & Scrutiny Board 28 th November 2016	<u>Recommendation 9</u> A review of the Low Cost Housing Scheme be undertaken as soon as possible.	Cabinet 7 th December 2016	Jan (2017)		April	√	Aug		Oct	
			<u>Cabinet Response</u> – this was agreed with an implementation date of 1st April 2017.							
Overview & Scrutiny Board 28 th November 2016	<u>Recommendation 10</u> Consideration be given to revising the pricing structure for the Recreation Road South car park, to blocks of hours and a day rate.	Cabinet 7 th December 2016	Jan (2017)		April	√	Aug		Oct	
			<u>Cabinet Response</u> – this was agreed with an implementation date of 1st April 2017.							

Overview & Scrutiny Board 28 th November 2016	<u>Recommendation 11</u> Virements between pay and general expenditure only be allowed with approval from Cabinet.	Cabinet 7 th December 2016	Jan (2017)		April		Aug		Oct	
			<u>Cabinet Response</u> – this was agreed with an implementation date of 1st April 2017.							
Overview & Scrutiny Board 28 th November 2016	<u>Recommendation 12</u> Virements between income and expenditure only be allowed with approval from Cabinet.	Cabinet 7 th December 2016	Jan (2017)		April		Aug		Oct	
			<u>Cabinet Response</u> – this was agreed subject to internal limit of £40k before Cabinet report required. With an implementation date of 1st April 2017.							

Overview & Scrutiny Board 13th February 2017

Finance & Budget Working Group

Relevant Portfolio Holder	Cllr Geoff Denaro – Leader of the Council and Portfolio Holder for Finance
Portfolio Holder Consulted	Yes
Relevant Head of Service	Jayne Pickering – Executive Director Finance and Resources
Wards Affected	All
Ward Councillor Consulted	No
Non-Key Decision	

1. SUMMARY OF PROPOSALS

- 1.1 At its meeting held on 25th April 2016 the Board considered its annual report for 2015/16 and considered actions which could be taken to improve the scrutiny process in future years. A number of potential options were discussed including the creation of a Finance and Budget Working Group.
- 1.2 Members were advised that a small working group could meet in private to investigate budgetary matters in detail and report their findings back to the Board. Group members would develop expertise which would be helpful when considering the budget. Meetings could be scheduled to take place in a timely manner so as to enable Members to scrutinise both future budget proposals and information about progress in securing efficiency savings as and when the information became available.
- 1.3 Officers advised that the external auditors had recommended that there should be greater Member involvement in the budget setting process and such a working group would help to achieve this objective. It was agreed that a Working Group would be established and begin its work in the 2016/17 municipal year.
- 1.4 Membership was agreed at the Board meeting held on 27th June 2016 with Cllr Mallett being the lead Member supported by Councillors S. R. Colella, B T Cooper, R. D. Smith and P. L. Thomas. (It should be noted that following Councillor Smith's appointment to the Cabinet, Councillor S. Baxter was became a Member of the Working Group with effect from 19th September 2016.)
- 1.5 The Board agreed the Working Group's terms of reference which are attached at Appendix 1 to this report at its meeting held on 19th September 2016.

Overview & Scrutiny Board 13th February 2017

2. RECOMMENDATIONS

- 2.1 The Overview & Scrutiny Board is asked to approve the following recommendations, which have been identified by the Working Group and for these to be recommended on to Cabinet for consideration at its meeting on .
- a) Unavoidable pressures under £5k be funded from existing budgets;
 - b) Consideration be give as to how Section 106 monies is accounted for within revenue costs;
 - c) Heads of Service be asked to look at all areas where we provide an additional service and produce a cost recovery statement for further consideration;
 - d) Virements over £40k should be agreed by Cabinet and anything under that amount would be with the relevant Portfolio Holder's agreement;
 - e) Revised Financial Regulations to include all carry forwards of the Capital Programme to be agreed by Council;

3. KEY ISSUES

- 3.1 The Finance & Budget Working Group made its first formal report to the Board at the meeting held on 28th November 2016. Since that date it has held a further 3 meetings, which have been supported by the Executive Director, Finance and Resources. The Leader of the Council (and Portfolio Holder for Finance) has also attended these meetings.
- 3.2 The recommendations put forward have been broadly supported by the Executive Director, Finance and Resources. Detailed below is a summary of the areas and reports discussed at each of the meetings of the Working Group.
- 3.3 6th December 2016

At its meeting on 6th December, the Group received reports in respect of Savings and Additional Income, Unavoidable Pressures and Capital Bids. A number of suggestions were made by the Group and taken away by the Corporate Director, Finance and Resources around the format of the reports and the inclusion of a fourth year and figures to be included to be annual (as previously discussed in respect of the Efficiency Plan format). Recommendations (a) and (b) above were as a result of considering the Unavoidable Pressures and Capital Bids reports.

The Group also received cost recovery statements covering a number of areas within Leisure Services and for the Lifeline Service. The Leisure Services cost recovery statements showed clearly where services were heavily subsidised by the Council. Members were keen

Overview & Scrutiny Board 13th February 2017

to look at a number in more detail to establish whether the charges could be increased to reduce the gap or whether it was necessary to continue to provide the service. This led to recommendation (c) above being put forward. The Group was also keen to carry out further work in this respect and has asked for further meetings with a number of Heads of Services to investigate the matter further.

3.4 12th January 2017

At the meeting the Group considered the feedback from the Cabinet in respect of its recommendations to date. Further consideration was given to recommendation 12 from the Group's initial report to the Board and which Cabinet had amended. The revised recommendation is now formally presented for consideration at item (d) above.

The Group also considered the Full Capital Programme and received a verbal update in respect of the Budget and Efficiency Plan. In respect of the Capital Programme Members discussed the inclusion of Section 106 monies as it was felt it was not appropriate to include it within this as there was already a legal agreement in place which covered the specific works. Recommendation (e) above was as a result of the discussions held at this meeting.

Members also received a presentation from the Executive Director, Finance and Resources in respect of the Budget and Efficiency Plan which led Members to request further information, particularly in respect of the estimates for New Homes Bonus to be brought forward for their consideration.

3.5 30th January 2017

The Group was also given the opportunity to consider the full Medium Term Financial Plan 2017/18 – 2020/21 Report which would be considered by Cabinet at its meeting on 1st February. This included a summary of the position, savings and additional income together with the Capital Bids. A number of areas were considered in detail, in particular in respect of unavoidable pressures and the procurement process. The need for joint procurement, in order to maximise savings was an area within the unavoidable pressures - covering the cost of licenses for smartphones and iPads which Members discussed in some detail and wished to be assured that the best value was being achieved and that this would bring the Council's systems up to date.

In respect of the Efficiency Plan it was noted that a number of areas were still not reaching the level of savings or income generation that had been originally indicated in that Plan. Members stressed to officers the need for further work to be carried out in order to meet the figures which had originally been put forward.

Overview & Scrutiny Board 13th February 2017

Financial Implications

- 3.6 There are no specific financial implications as a result of the proposed recommendations as officer time in implementing any approved changes will form part of the financial planning framework.

Legal Implications

- 3.7 The Council has a statutory responsibility to set a balanced budget for each financial year and the recommendations will provide additional information for the budget setting process.

Service / Operational Implications

- 3.8 Heads of Service have the responsibility to consider all the budgetary implications across their services and to set robust projections for future years. Should the recommendations be approved these will be used for the setting of the 2017/218-2020/21 medium term financial plan.

Customer / Equalities and Diversity Implications

- 3.9 The budget planning process provides a financial framework to deliver all services to the community

4. RISK MANAGEMENT

- 4.1 The medium term financial plan and accuracy of budget projections is included in the Councils Corporate Risk Register.

5. APPENDICES

Appendix 1 – Terms of Reference for the Finance and Budget Working Group

6. BACKGROUND PAPERS

N/A

7. KEY

None

AUTHOR OF REPORT

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

OVERVIEW & SCRUTINY BOARD

13th February 2017

CCTV Short Sharp Review

Relevant Portfolio Holder	Councillor R. Smith
Portfolio Holder Consulted	Not at this stage
Relevant Head of Service	Judith Willis – Head Community Services
Wards Affected	All
Ward Councillor Consulted	Not at this stage
Non-Key Decision	

1. SUMMARY OF PROPOSALS

- 1.1 At the previous meeting of the Overview and Scrutiny Board held on 16th January, the CCTV Short Sharp Review was established, with Councillor S. R. Colella being appointed as Chairman.
- 1.2 As agreed Members (with the exception of Members of the Cabinet) were contacted, requesting that anyone who had an interest in becoming a Member of the Short Sharp Review contact the relevant officer within a set timescale.
- 1.3 Group Leaders were also informed of the establishment of the new Task Group.
- 1.4 At the Overview and Scrutiny meeting on 16th January Councillors B. T. Cooper and M. Thompson had shown an interest in taking part in this review, no further Members have come forward. There is no specific reference to the number of Members of a Short Sharp Review detailed in the Procedure Guidelines which were approved by the Board a number of years ago.
- 1.1 It should be noted that with effect from 1st April 2016 and in line with the Members' Allowances Scheme, the Chairman of a Task Group/Short Sharp Review is paid a special allowance of £1,082 pro rata for the length of the review, upon completion of the work. A special allowance is no longer paid to Task Group Members.
- 1.6 Members agreed the terms of reference and key objectives, attached at Appendix 1, at its meeting held on 16th January. The Board can make amendments to the terms of reference if it wishes. Please note that the Members of the Review, at its first meeting, will also be given the opportunity to discuss the terms of reference. However, should they wish to make any significant changes, these would need to be approved by the Board.

2. RECOMMENDATIONS

- 2.1 **Members are requested to:**

OVERVIEW & SCRUTINY BOARD

13th February 2017

- (a) consider and agree the membership of the CCTV Short Sharp Review;
- (b) decide upon the length of time the Short Sharp Review will have to carry out its investigations: and
- (c) request that the Short Sharp Review commence its investigation as soon as possible.

3. KEY ISSUES

Financial Implications

- 3.1 There are no financial implications directly relating to this report.

Legal Implications

- 3.2 There are no legal implications directly relating to this report.

Service / Operational Implications

- 3.3 None for the purpose of this report.

Customer / Equalities and Diversity Implications

- 3.4 There are no implications directly relating to customer/equality and diversity within this report.

4. RISK MANAGEMENT

- 4.1 None for the purpose of this report.

5. APPENDICES

Appendix 1 – Overview and Scrutiny Exercise Scoping Checklist.

6. BACKGROUND PAPERS

None

7. KEY

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: Cllrs Luke Mallett and Brian Cooper	
Tel No: 07951205499 07711014820	Email: l.mallett@bromsgrove.gov.uk b.cooper@bromsgrove.gov.uk
Date: 12 th January 2016	

Title of Proposed Topic (including specific subject areas to be investigate)	Strategic Review of the CCTV Operation
Background to the Proposal (Including reasons why this topic should be investigated and evidence to support the need for the investigation.)	<p>An item was placed on the Cabinet Work Programme which focused on CCTV in Bromsgrove, which arose as a consequence of a Notice of Motion at Council on 15th July 2015. This item was scheduled to outline the findings of a cross party task and finish review that was set up to look at CCTV. It is important to note that this task and finish review was an independent review and not part of the O&S Board's work programme.</p> <p>As a consequence, the O&S Board had requested an opportunity to pre-scrutinise this final piece of work, which was later withdrawn from the Cabinet Work Programme. Officers attended the meeting of the Board on 19th December 2016 to provide background information and details of the review which was undertaken.</p> <p>A number of concerns were raised by Members at that meeting in respect of the allocation of CCTV cameras, and in determining that allocation (particularly timescales and decision makers).</p>

Agenda Item 9

	<p>Following discussions at its meeting, the Board were unanimous in its views that the matter needed further investigation from an Overview and Scrutiny perspective to ensure that the service met the needs of residents, was fit for purpose and provided value for money.</p> <p>It is not the intention of the Board to repeat the work which was carried out by the original Group and its findings are attached to this scoping document as background papers and supporting evidence.</p>			
<p>Links to national, regional and local priorities</p> <p>(including the Council's strategic purposes)</p>	<p>Council Priority:</p> <ul style="list-style-type: none"> • Keep my place safe and looking good. <p>Bromsgrove Partnership Priorities:</p> <ul style="list-style-type: none"> • Reduce the fear of becoming a victim of domestic burglary • Protect Communities by tackling domestic abuse, youth related anti-social behaviour and supporting vulnerable people. • Maintain safe clear streets by tackling night-time economy and reducing graffiti. 			
<p>Possible Key Objectives</p> <p>(these should be SMART – specific, measurable, achievable, relevant and timely)</p>	<ul style="list-style-type: none"> • Understand and validate the process and monitoring of CCTV cameras and its ongoing review. • Understand the barriers to putting new CCTV Cameras in place. • To gain a better understanding and if necessary, make recommendations to Council regarding the placement, process and development of the service. 			
<p>Anticipated Timescale for completion of the work.</p>	<p>It is anticipated that a maximum of 6 meetings will need to be held to carry out a Short Sharp Review.</p>			
<p>Would it be appropriate to hold a Short Sharp Inquiry or a Task Group? (please tick relevant box)</p>	<p>Task Group</p>		<p>Short Sharp Inquiry</p>	<p>X</p>

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	

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CABINET LEADER'S WORK PROGRAMME

1 MARCH 2017 TO 30 JUNE 2017

(published as at 1 February 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
Engagement Strategy	Cabinet	1 March 2017	Report of the Head of Business Transformation and Organisational Development	Deb Poole 01527 881256 Councillor G. Denaro
Review of Economic Priorities	Cabinet	1 March 2017	Report of the Chief Executive	Kevin Dicks 01527 881484 Councillor K. J. May
Page 38 Review of Financial Regulations and Contract Procedures	Cabinet	1 March 2017	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor G. N. Denaro
Response to LTP4	Cabinet	1 March 2017	Report of the Head of Planning and Regeneration	Mike Dunphy 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

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
Response to Solihull Local Plan Review	Cabinet	1 March 2017	Report of the Head of Planning and Regeneration	Mike Dunphy 01527 881325 Councillor C. B. Taylor
Response to Worcestershire County Council Minerals Plan	Cabinet	1 March 2017	Report of the Head of Planning and Regeneration	Mike Dunphy 01527 881325 Councillor C. B. Taylor
Burcot Lane Site Future Development	Cabinet	1 March 2017	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor G. N. Denaro
Alvechurch Parish Neighbourhood Plan	Cabinet	5 April 2017	Report of the Head of Planning and Regeneration	Mike Dunphy/Helen Smith 01527 881325 Councillor C. B. Taylor
Review of Planning Pre-Application Charging Scheme	Cabinet (recommendations to Council)	5 April 2017	Report of the Head of Planning and Regeneration	Ruth Bamford Councillor C. B. Taylor
Review of New Homes Bonus Grant Scheme	Cabinet	5 April 2017	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor G. N. Denaro

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

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
13/02/17	Dolphin Centre - Update on work with displaced Groups	
	Finance and Budget Working Group – Update	
	Measures Dashboard Working Group – Update	
	Task Group Updates – Social Media Joint Staff Survey Review of CCTV	
	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	
	Pre-scrutiny review of Economic Priorities	Picked up from the Cabinet Work Programme 28/11/16 meeting
	Quarterly Recommendation Tracker	
	Finance and Budget Working Group – Update	
	Measures Dashboard Working Group – Update	
	Task Group Updates – Social Media Joint Staff Survey Review of CCTV	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Work Programme	

Date of Meeting	Subject	Additional Information
	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
	Planning Backlog Data up to 31/03/17	
	Task Group Updates - Social Media Joint Staff Survey Review of CCTV	
	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, Task Group or Short Sharp Review 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 April/May meeting
- 30th September - to be received at October/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

Overview & Scrutiny Board Dates for 2017/18 (all commencing at 6.00 pm)

26th June 2017
31st July 2017
18th September 2017
30th October 2017
27th November 2017
11th December 2017
15th January 2018
12th February 2018
26th March 2018
23rd April 2018

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>