



BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

MONDAY 24TH APRIL 2017
AT 6.00 P.M.

PARKSIDE SUITE - PARKSIDE

MEMBERS: Councillors L. C. R. Mallett (Chairman), S. A. Webb (Vice-Chairman), C. Allen-Jones, S. R. Colella, M. Glass, J. M. L. A. Griffiths, C.A. Hotham, 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 27th March 2017 (Pages 1 - 16)
4. Overview and Scrutiny Board Annual Report 2016/17 and Review of the Work of the Board (Pages 17 - 40)
(This to include discussions in respect of the Finance and Budget Working Group and the Measures Dashboard Working Group and whether Members feel it would be useful for these Groups to continue in their current format.)
5. Joint Scrutiny Work with Redditch Borough Council (Pages 41 - 44)
6. Task Group Updates
CCTV Short Sharp Review (Chairman – Cllr S. Colella)
Social Media Task Group (Chairman – Cllr R. Laight)
Staff Survey Joint Scrutiny Task Group (Chairman – Cllr S. Colella)

7. Cabinet Work Programme (Pages 45 - 50)
8. Overview and Scrutiny Board Work Programme (Pages 51 - 54)
9. 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

12th April 2017



INFORMATION FOR THE PUBLIC

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- Meeting Agendas
- Meeting Minutes
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BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

27TH MARCH 2017 AT 6.00 P.M.

PRESENT: Councillors L. C. R. Mallett (Chairman), S. A. Webb (Vice-Chairman), C. Allen-Jones, C.A. Hotham, R. J. Laight (present from Minute No. 101/16 to Minute No. 105/16), C. J. Spencer, P.L. Thomas and M. Thompson

Observers: Councillor M. A. Sherrey

Officers: Ms. J. Pickering, Mr. J. Godwin, Ms J. Willis, Ms. B. Houghton, Ms. A. Scarce and Ms. J. Bayley

101/16

APOLOGIES FOR ABSENCE AND NAMED SUBSTITUTES

Apologies for absence were received on behalf of Councillors S. R. Colella, M. Glass and J. M. L. A. Griffiths.

The Chairman explained that Councillors J. M. L. A. Griffiths and C. A. Hotham had replaced Councillors B. T. Cooper and S. Baxter respectively on the Board. On behalf of the Board the Chairman thanked Councillors Baxter and Cooper for their contributions to the scrutiny process. Councillor Cooper's work as the Council's representative of the Worcestershire Health Overview and Scrutiny Committee (HOSC) in recent years was also recognised by the Board. Members were advised that as the appointment to HOSC was made by Council a replacement would be confirmed in April.

102/16

DECLARATIONS OF INTEREST AND WHIPPING ARRANGEMENTS

Councillor C. A. Hotham declared an other disclosable interest in respect of Minute Item No. 105/16 in that his wife's GP Practice, the New Road Surgery in Bromsgrove, had a symbiotic relationship with the Ryland Centre for use of the organisations' respective parking facilities.

103/16

MINUTES

The minutes of the meeting of the Overview and Scrutiny Board held on 13th February 2017 were submitted.

RESOLVED that the minutes of the meeting of the Overview and Scrutiny Board held on 13th February 2017 be approved as a correct record.

104/16

SCRUTINY OF THE CRIME AND DISORDER PARTNERSHIP

The Community Safety Manager presented a briefing note which updated the Board on the work of the North Worcestershire Community Safety Partnership in 2016/17. During the delivery of this presentation the following points were highlighted for Members' consideration:

- Since May 2013 there had been a single Community Safety Partnership for the whole of north Worcestershire, covering Bromsgrove, Redditch and Wyre Forest districts.
- The Safer Bromsgrove Group took an operational lead on behalf of the partnership in respect of the district.
- The Bromsgrove Town Centres Management Group was a sub-committee of the Safer Bromsgrove Group which focused on a range of matters including community safety in the town centre and links to economic regeneration.
- There was a statutory duty for the partnership to produce a three year rolling plan outlining how partners would address key crime and community safety priorities during the period.
- The partnership had links to the West Mercia Police and Crime Commissioner (PCC). Although he was not a statutory partner he had a duty to co-operate with the Community Safety Partnership and vice versa.
- The West Mercia PCC provided funding to the Community Safety Partnership. The funding process was due to be reviewed and it was anticipated that this would lead to a more robust, outcome-based framework in future.
- There was a typographical error in the total figure that had been quoted in Appendix 2 to the report in respect of funding requests by the partnership to the PCC for 2017/18; this should have been recorded as £199,950.
- The partnership had proposed a series of projects to be funded using grants from the PCC. These had been identified based on available data.
- A number of county wide initiatives were being delivered in Bromsgrove district including the Safe Place Scheme.
- Based on available data Appendix 3 had been developed to enable Members to assess the frequency of particular crime types in Bromsgrove. Data had been provided for previous years and for both Redditch and Wyre Forest for comparative purposes.

The Board subsequently discussed a number of points in detail:

- The trends in crime and anti-social behaviour (ASB) identified from the available data.
- The increase in domestic burglaries within the district. The partnership had analysed available data and found that many of these crimes were committed in areas bordering Birmingham and often involved theft of car keys from a property.

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- The increase in Police patrols to address the higher crime levels in border areas of the district.
- The increase in shoplifting in Bromsgrove and Redditch and the use of the online Facewatch platform to enable retailers to share information about shoplifting. Members were advised that the Police managed this system and used it to help support businesses.
- The increase in cases of violence without injury and the types of crimes covered by this category. Officers advised that violence without injury applied to cases where an assault did not result in any form of abrasions to the skin (e.g. a push).
- The inclusion of crime type figures for HMP Hewell in the data for Bromsgrove district and the potential for these figures to be viewed separately. The Board requested that Officers circulate this information for Members' consideration after the meeting.
- The responsibility of the partnership for crime and ASB within HMP Hewell. Members were advised that HMP Hewell was a member of the North Worcestershire Community Safety Partnership though various organisations in the criminal justice system had statutory responsibilities in respect of the prison.
- The links between the Safer Bromsgrove Group and the Street Pastors and the funding provided by the partnership to enable the Street Pastors to operate effectively in the district.
- The work of the Community Safety and Private Sector Housing teams in respect of illegal traveller encampments.
- The action undertaken to secure Churchfields Car Park, which had included a review of the physical security arrangements. These works had helped to make the site less attractive for youths who had previously committed ASB whilst gathering there.
- The availability of literature informing residents about the Safe Place Scheme. Officers explained that leaflets were available and were promoted to various local advocacy groups to help raise awareness.
- The decline in vehicle crimes during the last 12 months. Members were informed that this had been accompanied by a rise in burglaries involving thefts of car keys.
- The impact of the night time economy on levels of violence with injury and violence without injury and action that could be taken to address this. The Board was informed that the Bromsgrove Town Centres Management Group was working to establish a new Local Watch initiative.
- The number of Crime Prevention Managers in West Mercia Police, which had reduced from 6 to 2 for the whole county in recent years.
- The training that had been provided, both to Police Officers and members of the Community Safety team, to enable them to help support crime prevention initiatives.
- The impact of reductions in resources within the public sector on the work of the North Worcestershire Community Safety Partnership.

- The need for partners to work in innovative and different ways in the future to meet the needs of residents using existing resources.
- The partnership's links to the PCC and West Mercia Police and Crime Panel which held the PCC to account. Members were advised that the Council's representative on the panel was Councillor Sherrey who could raise issues on behalf of the Council during these meetings.
- The number of business crimes recorded for the period, which were relatively low compared to other parts of the county, and the type of crimes within this category. Members were advised that the business crime category was relatively broad and took into account any crime where there was a connection to a business.
- The board requested a breakdown of the cases that had been recorded as business crimes for the period.
- The work of the Bromsgrove and Redditch Schools Respect programme in a range of First, Middle and High Schools.

RESOLVED that the report be noted.

105/16

DOLPHIN CENTRE - UPDATE ON WORK WITH DISPLACED GROUPS

The Head of Leisure and Cultural Services delivered a presentation which updated Members on the work undertaken by officers to support groups that would be displaced following the closure of the Dolphin Centre (Appendix 1). Members were asked to note that a number of assumptions had informed the content of this presentation including:

- Daytime users of the sports hall at the Dolphin Centre had been consulted as they would be directly affected by its closure.
- The potential to provide alternative accommodation to groups that met in the evening had been reviewed by officers as part of a desktop exercise. Groups that met in the evening had therefore not yet been consulted.
- Bookings might be rescheduled depending on the programme, due to different start times.
- An assumption had been made that the agreement with BAM would proceed.
- There had also been an assumption that football sessions would be available through SBHS on the 3G Pitch.
- There had been an assumption that there would be a need to offer pay and play badminton on a daily basis.
- Finally there had been an assumption that where it was not possible for groups to use the new leisure centre or BAM's facilities we would look to use the Ryland Centre as a first option. However, it was accepted that there would be some groups that would prefer to meet at an alternative venue.

Following delivery of the presentation a number of points were discussed in detail:

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- The operator that would manage the new Leisure Centre would need to submit a programme to the Council before they commence operating the site.
- The age profile of participants in various community activities and the extent to which this had been taken into account by the Sports Development team when assessing potential slots for evening sessions. Officers advised that every attempt had been made to take this into account, though there remained some flexibility where needed.
- Officers would review the information provided by BAM to ensure no groups had been missed by the relocation.
- There may be an option for soft play activities and children's parties to take place at the new Leisure Centre; this would be at the operator's discretion.
- The length of slots that community groups would be able to book in the future was confirmed at 55 minutes per session.
- The potential for community groups to meet transfer to other leisure centres outside of the district was discussed. The Board was advised that the preference of most groups would be to continue to meet within the catchment area for the Dolphin Centre.
- The extent to which groups that already meet at North Bromsgrove High School had been consulted about the changes was discussed and Officers confirmed that priority was being given to current Dolphin Centre users.
- Officers covered details of the proposed agreement with BAM.
 - The length of the contract with BAM - 21 years in line with BAM's remaining contract with Worcestershire County Council.
 - The annual cost of the contract with BAM of £50,000, which would be transferred from the Council to the operator of the new leisure centre once this had been confirmed.
 - The period covered by the contract with BAM of 48 weeks. This provided time for BAM to meet various maintenance obligations.
 - The availability of BAM facilities during term times and examination periods.
- The risk that community groups' bookings at the Ryland Centre might be cancelled if the number of participants declined. Officers explained that the Ryland Centre had indicated they were interested in accommodating the displaced groups where possible.

Members thanked the Head of Leisure and Cultural Services and his Team for the detailed work which had been undertaken to ensure the impact on the community groups was minimised.

RESOLVED that the report be noted.

(During consideration of this item the Chairman invited the public to participate in the debate).

106/16

FINANCE AND BUDGET WORKING GROUP - UPDATE

The Chairman of the Finance and Budget Working Group, Councillor L. C. R. Mallett, advised that there had been no further meetings of the group since the last meeting of the Board. However, following the resignation of Councillor Baxter from the Board and Councillor Cooper's appointment to Cabinet 2 vacancies had arisen in the membership of this group. The Board agreed that Councillor C. A. Hotham should be appointed as a replacement.

The roles of the Finance and Budget and Measures Dashboard Working Groups during the year were also discussed during consideration of this item. These groups had both made a significant contribution to the scrutiny process and the Chairman suggested that this should be reflected in the Overview and Scrutiny Board's Annual Report 2016/17. As the groups were undertaking a lot of scrutiny work Members were asked to note that there might be the potential to cancel some scheduled meetings of the Board in 2017/18.

RESOLVED that Councillor C. A. Hotham be appointed to serve on the Finance and Budget Working Group.

107/16

MEASURES DASHBOARD WORKING GROUP - UPDATE

Councillor S. A. Webb, Chairman of the Measures Dashboard Working Group, explained that the group had held 2 meetings over the last 6 weeks. During these meetings Members had agreed to work as a group rather than to take responsibility for monitoring the measures for specific strategic purposes as originally envisaged. The group had reviewed measures associated with 'help me run a successful business' at their latest meeting and had found that some of the data was incomplete. At future meetings the group aimed to invite relevant Heads of Service and Portfolio Holders to discuss specific measures.

The group had made more progress in recent weeks because a solution had been identified in relation to the limited access that Members had had to the dashboard. Unfortunately Members still had limited access the dashboard on their iPads. This was an ongoing issue which the ICT team were trying to address. In the meantime Members had been provided with sunray cards to enable them to access computers at Parkside which had been installed in the Members' Lounge.

108/16

TASK GROUP UPDATES

The Board received updates in respect of ongoing Task Groups and Short Sharp Reviews.

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a) Staff Survey Joint Scrutiny Task Group

In the absence of the Chairman of the group, Councillor S. R. Colella, Officers advised that there had been 2 meetings of the group since the last meeting of the Board had taken place. Members had considered information about staff sickness absence levels to find out whether there was any correlation with the feedback provided in completed staff surveys. Some of the data provided in respect of sickness absence levels had been inconsistent and therefore relevant Officers had been invited to attend the second meeting of the group to discuss this in further detail. The following meeting of the group would take place on 27th April when Members would brainstorm future areas to address.

b) Social Media Task Group

In the absence of the Chairman of the Social Media Task Group, Councillor R. J. Laight, Councillor M. Thompson provided an update on the work of the group. The Board was informed that the group had held a number of meetings. At the first of these meetings responses received from other Councillors to the group's survey had been assessed and it had been interesting to learn about the different ways in which Members used social media both in their personal and professional lives. At the latest meeting of the group Members had interviewed a representative of the Bromsgrove Standard and had learned a lot about the various ways in which social media could be used to engage with the public. There was the possibility that some of these techniques could be utilised to enhance the Council's approach to communications and consultation in future.

c) CCTV Short Sharp Review

In the absence of the Chairman of the CCTV Short Sharp Review, Councillor S. R. Colella, Officers explained that the group had held a meeting to discuss their terms of reference. Meeting dates and expert witnesses had been identified. However, following the appointment of Councillor Cooper to the Cabinet the membership of the group had been reduced to 2 Councillors. Officers advised that it was good practice to have at least 3 Members appointed to scrutiny reviews and that any Member who was not on the Cabinet could be appointed. As there were no volunteers during the meeting the Board agreed that all eligible Members should be invited to express an interest in participating in the group. In the meantime until the membership of the group had increased to at least 3 Councillors the meetings of the group would be postponed.

RESOLVED that

- (1) all Members not serving on the Cabinet be invited to express an interest in taking part in the CCTV Short Sharp Review; and
- (2) meetings of the CCTV Short Sharp Review be postponed until further Members have been appointed to the group.

109/16

CABINET WORK PROGRAMME

The Board considered the content of the Cabinet Leader's Work Programme for the period 1st April to 31st July 2017.

A number of concerns were raised by Members during consideration of the Cabinet Leader's Work Programme:

- The majority of the items listed on the Cabinet Leader's Work Programme were scheduled for the consideration of Cabinet in April 2017.
- As many of these items appeared to have been added since the last meeting of the Board there had been limited notice provided to enable Members to identify items that might have been suitable for pre-decision scrutiny.
- Unfortunately some items on the Cabinet Leader's Work Programme had been postponed for consideration, sometimes multiple times, which made it difficult to determine when the Board might undertake pre-decision scrutiny.
- Questions were also as to whether the proposed timing for consideration of items was realistic in all cases. For example Members suggested that the Alvechurch Parish Neighbourhood Plan would probably not be ready for consideration by the Cabinet in April 2017.
- Members suggested that Heads of Service needed to take more responsibility for items on the Cabinet Leader's Work Programme and to improve forward planning arrangements.
- There was a risk that the Board might need to resort to calling in important items which had been added to the Cabinet Leader's Work Programme with limited notice, particularly key decisions.
- Such an outcome would not be ideal as it could delay the implementation of decisions. Members therefore suggested that updating the Cabinet Leader's Work Programme so as to enable more pre-decision scrutiny would be preferable.

Members noted that the Burcot Lane Site Future Development, which had originally been scheduled for the consideration of Cabinet in April, had been postponed. The item remained on the Overview and Scrutiny Work Programme. However there was the possibility that an extra meeting of the Board would need to be scheduled to enable Members to pre-scrutinise the report.

RECOMMENDED that Cabinet Members work with senior Officers and Heads of Service to ensure that items are placed on the Cabinet

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Leader's Work Programme in a timely manner so that the Overview and Scrutiny Board has the opportunity to identify items for pre-scrutiny.

110/16

OVERVIEW AND SCRUTINY BOARD WORK PROGRAMME

Members were advised that the Overview and Scrutiny Annual Report 2016/17 was scheduled for consideration at the following meeting of the Board on 24th April. In advance of this meeting Members were asked to notify the Democratic Services Officers of any subjects which they felt should be included within the report.

The meeting closed at 7.45 p.m.

Chairman

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Dolphin Centre Relocation

March 2017

Daytime and Weekend Sessions

Session	Participants	Consultation	Current	Proposed	Comments
Community Badminton (Monday)	12 average	Yes – Chris Parsons Face to face meeting Email follow up	Monday 14.30-16.30 £3.30 non member	Monday 14.00-16.30 Ryland Centre Combined activities groups £2.50 (table tennis, badminton, short mat bowls)	Ryland are willing to add an additional badminton session on a Monday morning if there is enough interest
Community Table Tennis (Tuesday)	14 average	Yes – Ron Butterson Face to face meeting Email follow up	Tuesday 09.30-11.00 £2.40 6 tables	Option 1: Tuesday 09.30-11.00 BSLC Activity Room (Dependent on operator) Option 2: Tuesday 09.30-11.00 Parkside Hall	Once operator contract is signed and finalised, discussions will be had regarding activity room programming and storage
Community Badminton (Tuesday)	25 average	Yes – Mary Burns Face to face meeting Email follow up	Tuesday 11.30-13.30 £3.30 non member 4 courts Paid coach	Tuesday 11.30-13.30 Ryland Centre No more than current cost 4 courts Paid coach	Ryland has agreed to the same sessions as held at Dolphin Centre. There is a requirement for help with set up and take down of nets
Badminton Group (Friday)	12-16 average	Yes – Chris Parsons Face to face meeting Email follow up	Friday 15.30-17.30 £27 for 2 hours, 4 courts	Friday 15.30-17.30 £27 for 2 hours, 4 courts	Ryland has agreed to the same sessions as held at Dolphin Centre. There is a requirement for help with set up and take down of nets
Footiebugs (Saturday)	N/A	Yes – Cheryl Smallwood Phone & Email	Saturday 09.30-11.30 2 courts	Saturday 09.00-11.00 2 courts	N/A
Ruache Karate (Saturday)	N/A	Yes – Garry Beggan Phone & Email	Saturday 08.30-09.30 1 court	Saturday 08.30-09.30 Gymnasium	N/A

Evening Sessions

MONDAY	Session	Consultation	Current	Proposed
	Dodgeball	No	Monday 17.00-18.00 Full Sports Hall	Tuesday 18.00-19.00 Gymnasium
	Grassroots Football	No	Monday 18.30-20.00 Full Sports Hall	Tuesday 18.30-19.30 Full Sports Hall
	Judo Kwai	No	Monday 18.00-20.30 1 Court Sports Hall	Monday 18.00-20.00 Gymnasium
	Circuit Training	No	Monday 19.00-20.00 Gymnasium	Monday 18.00-19.00 Full Sports Hall
	Krav Maga	No	Monday 19.00-21.00 1 court Sports Hall	Monday 20.00-21.30 Gymnasium
	Ryland Netball Club	No	Monday 18.00-21.00 Full Sports Hall	Monday 20.00-22.00 Full Sports Hall

TUESDAY	Session	Consultation	Current	Proposed
	Self Defence Fitness	No	Tuesday 19.00-20.00 Gymnasium	Tuesday 19.00-20.00 Gymnasium
	Shukukai	No	Tuesday 19.30-21.00 1 Court Sports Hall	Tuesday 20.00-21.30 Gymnasium
	Manor Badminton	No	Tuesday 19.30-21.30 Full Sports Hall	Tuesday 20.00-22.00 Full Sports Hall

Evening Sessions

	Session	Consultation	Current	Proposed
WEDNESDAY	Brental FC Club	No	Wednesday 19.00-20.00 Full Sports Hall	Wednesday 18.00-19.00 Full Sports Hall
	Ladies Badminton	No	Wednesday 18.30-19.20 2 Courts Sports Hall	Wednesday 19.00-20.00 2 Courts Sports Hall
	Krav Maga	No	Wednesday 19.00-20.30 1 Court Sports Hall	Wednesday 19.00-20.30 Gymnasium
	Lodge Park Netball	No	Wednesday 19.30-20.30 Full Sports Hall	Wednesday 20.00-21.00 Full Sports Hall
	Collette 5-a-side	No	Wednesday 20.30-21.30 Full Sports Hall	Wednesday 21.00-22.00 Full Sports Hall
THURSDAY	Community Badminton	No	Thursday 19.30-21.30 Full Sports Hall	Thursday 18.00-20.00 Full Sports Hall
	Circuit Training	No	Thursday 19.00-20.00 Full Sports Hall	Thursday 20.00-21.00 Full Sports Hall
FRIDAY	Jujutsu	Yes	Friday 17.00-20.30 1 Court Sports Hall	Friday 18.00-22.00 Activity Room 3
	Flicks Gymnastics	No	Tues, Weds, Thurs 18.00-20.15 Gymnasium	Friday 18.00-20.15 Gymnasium

Displaced Bookings

» Wyre Forest Gymnastics

- » The club has been signposted to contact NBHS directly due to the timings of the sessions (16.00-18.30). BDC can help to accommodate an extended session from 18.00-19.00 on Tues, Weds or Thurs if WF can confirm a booking with NBHS.

» Bromsgrove Athletico

- » An alternative to NBHS is SBHS 3G pitch. Booking will be negotiated between the bookee and the school. It was previously a NBHS booking.

» Catshill FC

- » An alternative to NBHS is SBHS 3G pitch. Booking will be negotiated between the bookee and the school. It was previously a NBHS booking.

» Flicks Gymastics

- » The group currently has Tues, Wed, Thurs through NBHS bookings. An option has been made available on Friday evenings in Gymnasium but there is no space to accommodate any other session.

Next Steps

- » Agree proposals with Weekday and Weekend groups
- » Consult with Evening Groups and agree proposals
- » Liaise with new operator re: Table Tennis and Jujutsu
- » Communicate with displaced bookings

Bromsgrove District Council **Legal, Equalities & Democratic Services**



Overview and Scrutiny **Annual Report**

2016-2017



Bromsgrove
District Council

www.bromsgrove.gov.uk

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OVERVIEW AND SCRUTINY ANNUAL REPORT 2016-17

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FOREWORD FROM THE CHAIRMAN

Welcome to the Bromsgrove District Council's Overview and Scrutiny Board's Annual Report for 2016-2017.

Councillor Luke Mallett
Chairman

DRAFT

INTRODUCTION

We are pleased to present the Overview and Scrutiny Annual Report which outlines our work during 2016/17 and provides general information on the overview and scrutiny processes at Bromsgrove District Council.

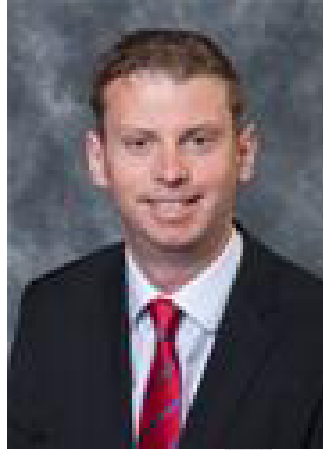
Overview and Scrutiny is a key part of the democratic decision making process in local Councils, where elected Councillors outside of the Cabinet can contribute to shaping Council policy, community well-being and accountability. This is done by reviewing Council services and policies, community issues and key decisions and making recommendations for improvement.

The four key principles of Overview and Scrutiny, as defined by the Centre for Public Scrutiny (CfPS), the lead charitable organisation supporting Overview and Scrutiny in the country, are:

- Provides a 'critical friend' challenge to executive policy makers and decision-makers.
- Enables the voice and concerns of the public to be heard.
- Is carried out by 'independent minded Members' who lead and own the scrutiny role.
- Drives improvement in public services

The Members of the Board consider these principles when selecting topics to investigate whether it is holding the executive to account, reviewing policies, policy development or scrutiny of external bodies.

MEMBERSHIP (The Board is made up of 11 Members)



Cllr Luke Mallett – Chairman



**Cllr Shirley Webb
(Vice Chairman)**



Cllr Chris Allen-Jones



**Cllr Sue Baxter
(until 3rd March 2017)**



Cllr Chris Bloore
(until September 2016)



Cllr Steve Colella



Cllr Brian Cooper
(until March 2017)



Cllr Malcolm Glass



Cllr June Griffiths
(from Arch 2017)



Cllr Rod Laight
(from September 2016)



Cllr Charles Hotham
(from 6th March 2017)



Cllr Roger Smith
(until August 2016)



Cllr Phil Thomas



Cllr Michael Thompson
(from October 2016)

THE ROLE OF THE OVERVIEW AND SCRUTINY BOARD

Overview and Scrutiny is a key part of the Council's political structure and it plays a vital role in improving the services that people of the District use, whether as a resident, employed here or just visiting. It does not just look at the way the Council does things, it can look at anything which affects the lives of people within the District and it allows citizens to have a greater say in Council matters.

Overview and Scrutiny allows Councillors to review and scrutinise decisions, look at existing practices and make recommendations to help ensure the residents of Bromsgrove District receive excellent services. The aim is to ensure Overview and Scrutiny adds value to the Council's decision-making process and makes a positive contribution towards policy development.

The detailed terms of reference and procedure rules for the Overview and Scrutiny Board can be found at Part 5 and Part 12 of the Council's Constitution. The Council's Constitution can be accessed by using the following link.

<http://svmodern.gov:9072/ieListMeetings.aspx?CId=329&Year=0> (Please click on the latest date to access the most reason version of the Council's constitution).

Number of Meetings

The Overview and Scrutiny Board try to meet on a monthly basis, during 2016-17 a total of 10 meetings were held.

REPORTS CONSIDERED BY THE BOARD

The Board continues to receive regular updates in order to monitor the progress of recommendations it has made, through the Recommendation Tracker. This contains both recommendations put forward by Task Groups and accepted by the Cabinet, together with recommendations put forward by the Board itself. In respect of Task Groups the Board does, where necessary, receive an update report 12 months following acceptance of its recommendations.

During the course of the year the Board received a number of reports and made a number of recommendations. There has been continued support from the relevant Portfolio Holders this year, with regularly attendance from a number of them when a report which relates to their portfolio has been presented to the Board. This has given them an opportunity to hear first-hand the debate and ideas that the Board have put forward. On a number of occasions, whilst the Board has not made any recommendations in respect of an item it has endorsed and supported recommendations which would be considered by Cabinet at its meeting.

Staff Survey Update

The Board had previously received the results of the staff survey back in June 2014 and in light of the discussions at that meeting had placed an update report on its Work Programme as the Board was keen to ensure that the actions arising from the survey had been dealt with and received an update in February 2016. The update included details of a further survey which would be sent out in April 2016.

The results of that second survey were received at the Board's meeting held in September 2016 and from those results it was agreed that a Task Group would be formed and Redditch Borough Council would be invited to participate in a joint scrutiny exercise. This would be the first piece of joint scrutiny work carried out between the two Councils but it was felt as the majority of staff was part of a shared service that any recommendations made would potentially impact on both Councils. Further details of the work of this joint scrutiny task group can be found later in the report.

Dolphin Centre – Work with Displaced Groups

The Board has held a number of meetings where Leisure Services and in particular the replacement of the Dolphin Centre have been discussed at length. In more recent months the Board have been concerned that due to the lack of a Sports Hall facility in the new Leisure Centre (due to open in the Autumn of 2017) there may be a number of community sports groups who would not be able to continue. It was

understood that the Council was in negotiations with BAM at the nearby High School to hire “on block” their sports hall facilities during the evenings and weekends. The purpose of this item was therefore to ensure that the Council’s Sports Development Team was providing sufficient support to those groups to ensure that alternative accommodation was being provided or they were being sign posted to other facilities if they preferred. The Head of Leisure and Cultural Services attended both the February and March meetings of the Board with a comprehensive update and confirmed that he would attend the meeting in September 2017, prior to the opening of the new Leisure facility to ensure that this work had been completed to everyone’s satisfaction.

Planning – Delegations Briefing

This item had been raised as a Notice of Motion at full Council in September 2016 and it had been suggested that it was an area which the Board could investigate further. The Board chose to receive a briefing from the Head of Planning and Regeneration on the subject before deciding whether it was something which warranted a more in depth investigation. This was received at the December 2016 meeting and following lengthy discussions which covered the background to the Notice of Motion together with delegations and the potential to improve the process in relation to non-material amendments (concerns were expressed about the subjective nature of these). The Board were happy with the outcome of the discussions which led to the Portfolio Holder for Planning Services arranging to speak to the Chairman of the Planning Committee and Planning Officers about how this could be improved.

CCTV Briefing Paper

This item had been picked up from the Cabinet Work Programme in June 2016 and after a number of months it was in fact removed from the Work Programme. However, the Board agreed that it was something which they would like look into in more detail and understand why the proposed review had been withdrawn. The CCTV and Telecare Manager therefore attended the December 2016 Board meeting and provided an update on some of the work that had been carried out and proposals to improve the CCTV process. At the end of the discussions Members agreed that there was a need to provide greater clarity around the process for applying for new CCTV cameras and how the outcomes of the process were communicated to the applicants. Members therefore agreed that a short sharp review should be carried out – full details of this can be found later in this report.

Review of the Council’s Economic Priorities

Members were interested in looking at this particular item as it followed on from some of the work that had been suggested in the previous year’s car parking task group. The Portfolio Holder for Economic Development (who had previously been a Member of the Board and chaired the task group) attended the February 2017 meeting and together with the Head of Economic Development and Regeneration for

North Worcestershire delivered a comprehensive presentation on the changing economy in the district. It was clear from the update received that the Council faces a number of challenges which impacted on the local economy. The Board therefore chose to retain this item on its agenda and requested a further update from the Portfolio Holder in April 2017. This has since been put back to the June 2017 meeting as the Portfolio Holder felt that she would be able to provide a more detailed report if given a little bit more time.

Scrutiny of the North Worcestershire Crime and Disorder Reduction Partnership

The Board has a statutory duty to hold at least one meeting a year which covers the scrutiny of the work of the local Crime and Disorder Reduction (CDRP) partnership. In the case of Bromsgrove District Council this is the North Worcestershire Community Safety Partnership.

At its March 2017 meeting the Board considered a report from the Community Safety Manager which provided a comprehensive update in respect of the work of the North Worcestershire Community Partnership, which covered funding and projects which were being undertaken.

As the Community Safety Partnership had been a shared one, covering Bromsgrove, Redditch and Wyre Forest for a number of years, at the January 2017 meeting the Board considered a report and put forward a proposal for joint scrutiny. It heard that this had taken place in the South of Worcestershire and had been successful. Whilst Bromsgrove Members were in agreement to this proposal, those in Redditch, after consideration of a similar report chose not to take up the option and whilst an approach was made to Wyre Forest, to date the Board does not believe that Wyre Forest's Overview and Scrutiny function has given the matter consideration.

General – Standing Items

The Board has continued to receive annual updates in respect of Write Off of Debts, Sickness Absence Performance, Making Experiences Count and Environmental Enforcement.

It has also received updates in respect of the Planning Application Backlog data. This was originally being monitored on a quarterly basis, but since improvements have been seen this was reduced to six monthly (agreed at the board meeting held on 31st October 2016) and without the need for an Officer to attend, but with the option for an officer and the Portfolio Holder to attend future meetings if any significant changes are noted within the data.

WORCESTERSHIRE HEALTH OVERVIEW & SCRUTINY COMMITTEE (HOSC)

The Council's representative on this Committee must be a Member of the Overview and Scrutiny Board and is required to provide the Board with regular updates on the work being carried out.

Up until March 2017 Councillor Brian Cooper has continued as the Board's representative, providing regular updates on what has been discussed at these meetings. Where appropriate the minutes from a relevant meeting have been provided for Members' consideration.

As the appointment to HOSC is a Council one, at the time of writing a replace for Councillor Cooper had not been made.

During the year Councillor Cooper highlighted the following areas and responded to questions from Members:

- Acute Hospital Services – this has been discussed on a number of occasions due to a significant number of changes, which were originally temporary now being included within a consultation to which the Council responded to.
- The quality of Acute Hospital Services following concerns raised by the CQC Inspection Report in December 2015.
- The local scrutiny approach to the consultation for Worcestershire Acute Hospitals NHS Trust Services
- The Herefordshire and Worcestershire Sustainability and Transformation Plan.
- Adult Mental Health Services
- Paediatric Services
- E-Cigarettes briefing
- Proposals for change in respect of funding for public health.
- Dental Services in Worcestershire
- Pharmacy Services
- Fast Food Outlets
- Stroke Rehabilitation Units
- Re-organisation of Health Visitors
- West midlands Ambulance Services
- A Review of urgent winter plans.
- An update on Sexual Health Services
- CQC's Section 29A Notice for Worcestershire Acute Hospitals NHS Trust.

WORKING GROUPS – UPDATE

Following the review of the work of the Board at the April 2016 meeting, a number of areas of improvement were discussed. One of these was its role in scrutinising the budget and the other the role of performance monitoring. It was agreed that for 2016/17 the Board would set up a Finance and Budget Working Group and a Measures Dashboard Working Group. This would enable a dedicated group of Members to consider these areas in both more detail and a more timely manner, which would in turn allow them to feed through any recommendations to Cabinet more promptly.

The terms of reference for each Working Group were agreed by the Board. As this was the first time such Groups had been set up, those terms of reference also included details of a quorum and stated that Members must be members of the Overview and Scrutiny Board, together with how recommendations could be made and would be fed back into the main Board.

A review of how both these groups have worked will take place at the April meeting of the Board, when a decision will be made as to whether they have been successful in achieving the outcomes set out in the terms of reference and whether they should continue.

Finance & Budget Working Group

Membership: Councillors Luke Mallett (Chairman), Sue Baxter (until 3rd March 2017), Steve Colella, Brian Cooper (until 10th March 2017), Charles Hotham (from March 2017) and Phil Thomas

This Group have met on 10 occasions and were particularly active in the weeks leading up to the budget setting. The Portfolio Holder for Finance has attended the majority of the meetings, together with the Executive Director, Finance and Resources. On occasions Heads of Service have been invited in to provide information on a variety of reports covering their areas.

The Working Group provided a written report to the Board meeting on 28th November, which included 12 recommendations from its first 7 meetings. These covered a variety of areas which the Group had received reports on over those meetings. This included the Efficiency Plan, Earmarked Reserves, Borrowings and the Capital Programme, Virements and the Asset Register (in particular this brought about a separate report on Low Cost Housing). The Group also looked at the fees and charges report in detail and discussed those in respect of Community, Environmental and Leisure services with the relevant Heads of Service.

The recommendations were considered by Cabinet following the Board's approval of them and a written response was presented back to the Board at its December meeting. Ten of the twelve recommendations were approved and were scheduled to be implemented by the start of the new financial year. Further information in respect of the two outstanding recommendations was provided with one of them being referred back to the Working Group for further discussion.

A second written report was presented at the 13th February meeting which showed that the Group had held a further 3 meetings and made 5 recommendations. The areas covered by those meetings included Savings and Additional income, Unavoidable Pressures and Capital Bids, together with Cost Recovery Statements for a number of areas within Leisure Services. At its meeting on 30th January 2017 the Working Group also considered the Medium Term Financial Plan 2017/18 – 2020/21 in full, prior to its consideration at Cabinet the following day.

Being able to consider a number of reports in more detail than ever before and prior to their consideration by the Cabinet has allowed Members of the Board via the Working Group to play an integral part in the budget setting process.

Measures Dashboard Working Group

Membership: Councillors Shirley Webb (Chairman), Chris Allen-Jones, Sue Baxter (until December 2016), Rod Laight (from January 2017) and Caroline Spencer

After a slow start and issues with accessing the Council's Corporate Dashboard on their iPads Members have made the decision to look at the Dashboard at each of its meetings using the Officer's access via a sunray card. This has proved successful and the Group are beginning to look at the measures associated with each of the Council's strategic purposes in more detail, the aim being that in due course the officers responsible for the measures, together with the relevant Portfolio Holder will be asked to attend a meeting in order to discuss those measures and allowing the Group to put forward their ideas and/or recommendations to make improvements.

To date the Group have met on 6 occasions with its initial meeting concentrating on the terms of reference, followed by a meeting at which a detailed presentation of the Dashboard and its workings, which gave Members a good understanding of its purpose and background information. As the Members look at the Dashboard in more detail they are beginning to gain a much better understanding of how it works and how it could support the work of the Overview and Scrutiny Board in one of its key roles, that is of performance scrutiny.

TASK GROUP INVESTIGATIONS & SHORT, SHARP REVIEWS CARRIED OUT

The detailed final reports of all these investigations can be found on the Council's website within the Overview and Scrutiny section.

Preventing Homelessness in Bromsgrove Task Group

Membership: Councillors Chris Bloore (Chairman), Sue Baxter, Helen Jones, Sean Shannon and Roger Smith

Deadline: September 2016

At its meeting held on 18th January and following a number of presentations and update reports in respect of the Burcot Lodge Emergency Homeless Unit disposal, the Board agreed that a Short Sharp Review should be established to look further into the effects of both the disposal of this unit and the impending changes to the welfare system imposed by central Government.

The Review Group held its first meeting on 25th February and its terms of reference were considered by the Board at its meeting on 29th February 2016. Following the initial meetings, it soon became clear to the Group that this was a complex subject and in order to do it justice it was requested at the March 2016 meetings of the Board that the review be extended to a full Task Group exercise. It would then present its findings and any recommendations to the Board meeting to be held in September 2016.

It should be noted that Councillor Jones stood down from the Group following her appointment at Chairman of the Council and Councillor Smith stood down following his appointment to the Cabinet.

After an in depth investigation the Task Group brought forward four recommendations, which were agreed by the Board and endorsed by the Cabinet at its meeting on 5th October, with a formal response being presented to the Board at its meeting on 28th November 2016.

Social Media Task Group

Membership: Councillors Rod Laight (Chairman), Sean Shannon, Michael Thompson and Les Turner

Deadline: June 2017

At its meeting held on 19th September 2016 Members considered a topic proposal put forward by Councillor Chris Bloore in respect of the Council's use of social media. This was something which had been discussed at the Preventing Homelessness Task Group when the potential for social media to be used more effectively to promote the support available from the Council to vulnerable residents had been discussed. The Council's Communications Team had been consulted and they too were keen for this to be considered. The Board therefore agreed that a Task Group be established.

The Group held its first meeting on 30th November 2016 and have held a further five meetings to date. They have looked at a number of areas, interviewed the Council's Communications Manager and a reporter from the local free newspaper. A brief questionnaire was also sent to all Members in order to establish how they used social media, which received an excellent return rate. The Group are on track to complete their investigations and produce a final report for consideration at the Board's June meeting.

Strategic Review of CCTV – Short, Sharp, Review

Membership: Councillors Steve Colella (Chairman), Brian Cooper (until 10/03/17) and Cllr Michael Thompson

Deadline: TBC

Following receipt of a briefing paper on a recent review of the CCTV process (at the December 2016 meeting) Members agreed that it was an issue which warranted further investigation. A topic proposal was put forward at the January 2017 meeting and the Board agreed that a short sharp review would be carried out. Members were keen to ensure that the work the review carried out did not repeat that previously done and set three main objectives, including understanding and validating the process and monitoring of CCTV cameras and its ongoing review.

Unfortunately, due to Cllr Cooper moving on to the Cabinet, the Review has been left with only 2 Members. Following advice from Officers it was agreed that work of the Review would be suspended until a third Member could be found to replace Councillor Cooper. It was hoped the investigation would restart in the new municipal year.

JOINT OVERVIEW AND SCRUTINY INVESTIGATIONS

Increasing Physical Activity Joint Scrutiny Task Group

Bromsgrove District Council representative: Councillor June Griffiths (until 13/12/15)

Deadline: March 2016

The Worcestershire County Council's (WCC's) Overview and Scrutiny Performance Board (OSPB) at its meeting on 26th February 2015 discussed the Worcestershire Public Health Annual Report 2014, a theme of which was to increase opportunities for participation in physical activity. This highlighted that "physical activity rates decrease quite steeply after the age of 45"... (although) .. "when comparing with the region and England, Worcestershire participation rates are relatively high". It also noted that "there is fragmentation of responsibility between County, District and national (Sport England) levels."

The County Council was keen to ensure opportunities to access sport and physical activity were available to all, and were interested to find out what impact the 2012 Olympics had had on participation rates.

Following Councillor Griffiths standing down from the Board it was agreed that due to the Task Group's work coming to a conclusion a replacement would not be sought. However, it was requested that the Chairman of the Task Group attend the relevant Board meeting to present the findings of the Group. There had been some delay in the final report being produced, which originally was given as December 2015, and was finally received by the Board at its meeting held on 27th June 2016; unfortunately the chairman of the Task Group was unable to attend due to other commitments. Although there were a number of recommendations made, the Board agreed simply to note the report.

Staff Survey Joint Scrutiny Task Group

BDC Membership: Councillors Steve Colella (Chairman), Caroline Spencer and Shirley Webb.

RBC Membership: Councillors Jayne Potter (Vice Chairman), Tom Baker-Price and Jennifer Wheeler

Deadline: September 2017

For the first time, Bromsgrove and Redditch Councils have joined together to carry out a joint scrutiny task group. The Staff Survey was an area which Bromsgrove Members had considered on a number of occasions in previous years and following receipt of the results of the most recent survey at its meeting in September 2016 Members agreed it was something which needed further investigation and would be suitable for joint scrutiny as the majority of staff were now part of a shared service. A topic proposal and a brief joint scrutiny protocol were considered by the Board at its October 2016 meeting. Following the agreement of the Board the Chairman, Vice Chairman and Cllr Colella attended the Redditch Overview and Scrutiny Committee meeting putting forward its proposals. The Redditch Committee supported the proposal and the joint Scrutiny Task Group was formed.

To date the Group have met on 5 occasions and have alternated these meetings between both Council sites. Similarly, Councillor Potter, the Chair of Redditch Overview and Scrutiny Committee was appointed as Vice Chairman. Part of the protocol which was agreed also stipulated that a Member of each Council should be present at any meeting and the membership be made up of equal number of Members from each Council. As this was the first joint scrutiny venture it was also agreed that the membership should be made up solely of Overview and Scrutiny Board/Committee Members.

It is anticipated that the Task Group will present its findings to the September meeting of both Overview and Scrutiny functions.

PLANS FOR THE FUTURE

At its final meeting on 24th April the Board discussed its key achievements over the year and the work of the task groups and working groups. The Chairman also took the opportunity to thank Members and Officers for their hard work in supporting the scrutiny process.

In line with best practice Members considered actions that could be taken to improve the scrutiny process in future years. The Board were aware that the introduction of the Working Groups has lightened the load of the main Board's Work Programme and allowed them the opportunity to look at just one or two substantive items at those meetings without feeling the pressure of time constraints for each item. However, pre-scrutiny of items within the Cabinet Work Programme has continued to be a challenge, particularly as in many cases insufficient time from an item being added to the Work Programme to its consideration at Cabinet, was allowed so the Board were unable to add it to their own Work Programme in a timely manner. Equally, those timescales were not always adhered to which made it difficult for all those concerned to plan efficiently. Hopefully this will be addressed in 2017/18 following a recommendation from the Board to Cabinet in respect of this.

FURTHER INFORMATION

Overview and Scrutiny Board Meetings

Overview and Scrutiny Board meetings are open to the public. To find out more visit our website at <http://www.bromsgrove.gov.uk/council/the-council/overview-and-scrutiny.aspx> or telephone 01527 881288 and ask to speak to the Democratic Services Officer.

Public Involvement

If you would like to have your say on issues being considered by Overview and Scrutiny or to suggest a topic for consideration you can email scrutiny@bromsgrove.gov.uk or complete the form on the Council's website at <http://www.bromsgrove.gov.uk/council/the-council/overview-and-scrutiny/public-participation.aspx>

Giving Evidence

Members of the public or organisations with a special interest or knowledge about a particular topic being considered by Overview and Scrutiny can put forward evidence to a Committee or appear as a witness to give evidence for an investigation. If you think you or your organisation might be able to participate in an issue currently under review, please contact us.

If you have a personal issue with a Council service you may find it more useful to contact your local ward Councillor who can help you decide the best way to take it forward.

Contact Overview and Scrutiny

If you would like to find out more about any aspect of the Overview and Scrutiny Board then you can email scrutiny@bromsgrove.gov.uk or telephone 01527 881288 and ask to speak to the Democratic Services Officer.

**Overview and Scrutiny
Legal, Equalities and Democratic Services
Bromsgrove District Council
Parkside, Market Street, Bromsgrove B61 8DA**

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Bromsgrove
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OVERVIEW AND SCRUTINY BOARD

24th April 2017

PERFORMANCE SCRUTINY JOINT WORKING PROPOSAL

Relevant lead Councillor	Cllr Geoff Denaro
Relevant Head of Service (for Overview and Scrutiny purposes)	Claire Felton, Head of Legal, Equalities and Democratic Services
Ward(s) Affected	No specific ward relevance.
Non-Key Decision	

1. SUMMARY OF PROPOSALS

This report outlines proposals from Members of Redditch Borough Council's Performance Scrutiny Working Group in respect of the Measures Dashboard Working Group.

2. RECOMMENDATIONS

The Board is asked to **RESOLVE** that

- 1) the Overview and Scrutiny Board agree that in 2017/18 informal meetings should be arranged between the Redditch Borough Council Performance Scrutiny Working Group and Bromsgrove District Council's Measures Dashboard Working Group to share ideas and understanding of best practice in performance scrutiny; and
- 2) subject to the Board's agreement to (1) above, where both the Performance Scrutiny Working Group and the Measures Dashboard Working Group identify the same item from the dashboard as being suitable for further investigation this should be reviewed at a joint scrutiny meeting; or
- 3) the Overview and Scrutiny Board decline the offer to participate in either of the above.

3. KEY ISSUES

Background

- 3.1 The Measures Dashboard Working Group was established in June 2016. The purpose of this group was to identify items that were suitable for scrutiny from the Council's measures dashboard. Members agreed when the working group was established that the outcomes of the group's work would be reviewed at the end of the municipal year and a decision would be taken at this stage as to whether it should continue to exist and this will be addressed during the Annual Report review.
- 3.2 At the same time at Redditch Borough Council the Performance Scrutiny Working Group was established to enable Redditch Members to undertake similar work.

OVERVIEW AND SCRUTINY BOARD

24th April 2017

Like Bromsgrove Redditch Members agreed to review the operation of its working group at the end of the municipal year.

- 3.3 At a meeting of the Redditch Overview and Scrutiny Committee on 28th March Members considered a report outlining the outcomes of the Performance Scrutiny Working Group's activities throughout the year. During consideration of this report the Chair of the Group, Councillor Tom Baker-Price reported that the Group was aware of the similar focus of the Bromsgrove working group. Redditch Members felt that this presented opportunities for joint working.

Proposal 1 - In 2017/18 informal meetings should be arranged between the Performance Scrutiny Working Group and Bromsgrove District Council's Measures Dashboard (scrutiny) Working Group to share ideas and understanding of best practice in performance scrutiny

- 3.4 Members of the Performance Scrutiny Working Group believe there might be opportunities for Redditch Members to learn from Bromsgrove Members and vice versa in terms of scrutinising performance measures in the most effective manner. For this reason the group is suggesting that, subject to the agreement of Bromsgrove District Council's Overview and Scrutiny Board, informal meetings should be arranged between members of both groups in 2017/18.

Proposal 2 - Where both the Performance Scrutiny Working Group and the Measures Dashboard Working Group identify the same item from the dashboard as being suitable for further investigation this should be reviewed at a joint scrutiny meeting.

- 3.5 Redditch Borough Council shares the majority of services with Bromsgrove District Council. At both Councils the measures dashboard is used to monitor the performance of Council services. In many cases both the strategic measures and the operational measures on the dashboard are the same for both Councils, though the performance may differ due to variations in demand for services between the two local authority areas.
- 3.6 In these circumstances Members are aware that there may be occasions when both the Redditch Performance Scrutiny Working Group and the Bromsgrove Measures Dashboard Working Group may choose to investigate the same measures in further detail. When this occurs Redditch Members believe the option to undertake joint scrutiny meetings should be explored further. This would help to minimise the impact on staff workloads whilst helping Members to compare experiences and combine efforts to hold the performance of services to account.

Financial Implications

- 3.7 Joint scrutiny with Redditch Members, where similar measures are identified as suitable for investigation at both local authorities, would help to minimise the impact on Council resources. Officers would only need to attend one meeting to discuss

OVERVIEW AND SCRUTINY BOARD

24th April 2017

the background to the measures, rather than two meetings, and would only need to follow up on actions arising from a combined meeting.

- 3.8 It is envisaged that if joint scrutiny of performance measures did take place in future the location of meetings for this purpose would need to alternate between Redditch and Bromsgrove. This would help to minimise the impact on demand for the civic suite at both Councils, potentially creating greater opportunity for these rooms to be hired by external customers to the benefit of Council budgets.

Legal Implications

- 3.9 No specific legal implications have been identified.

Service / Operational Implications

- 3.10 The Overview and Scrutiny Board is asked to note that if the Measures Dashboard Working Group and Finance Budget Working Group continue to exist in 2017/18 Democratic Services would have capacity to support two Task Group or Short, Sharp Review exercise at any one time during the year. This would replicate arrangements in place in 2016/17.

Customer / Equalities and Diversity Implications

- 3.11 No specific customer, equalities or diversity implications have been identified.

4. RISK MANAGEMENT

No specific risks have been identified.

5. APPENDICES

N/A

6. BACKGROUND PAPERS

Redditch Borough Council's Overview and Scrutiny Committee's Minutes held on 28th March 2017.

AUTHOR OF REPORT

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CABINET LEADER'S WORK PROGRAMME

1 MAY 2017 TO 31 JULY 2017

(published as at 1 April 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 without Portfolio Holder (Retaining Overarching Governance/Policy and Performance/HR)
Councillor K. J. May	Deputy Leader and Portfolio Holder for Economic Development, the Town Centre and Strategic Partnerships
Councillor B. T. Cooper	Portfolio Holder for Finance and Enabling
Councillor M. A. Sherrey	Portfolio Holder for Health and Well Being and Community Safety
Councillor C. B. Taylor	Portfolio Holder for Planning and Strategic Housing
Councillor P. J. Whittaker	Portfolio Holder for Leisure and Cultural Services, Environmental Services and Regulatory Services

Decision Including Whether it is a Key Decision	Decision Taker including Details of Exempt Information (if any)	Date of Decision	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Engagement Strategy	Cabinet	7 June 2017	Report of the Head of Business Transformation and Organisational Development	Deb Poole 01527 881256 Councillor G. Denaro
Review of Financial Regulations and Contract Procedures	Cabinet	7 June 2017	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor B. T. Cooper
Review of Equalities Strategy	Cabinet	7 June 2017	Report of the Head of Business Transformation and Organisational Development	Deb Poole 01527 881256 Councillor G. N. Denaro
Review of Equal Opportunities Policy	Cabinet	7 June 2017	Report of the Head of Business Transformation and Organisational Development	Deb Poole 01527 881256 Councillor G. N. Denaro
Review of Planning Fees and Pre- Application Charging Scheme	Cabinet (recommendations to Council)	7 June 2017	Report of the Head of Planning and Regeneration	Ruth Bamford Councillor C. B. Taylor

Decision Including Whether it is a Key Decision	Decision Taker including Details of Exempt Information (if any)	Date of Decision	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Burcot Lane Site Future Development Key Decision	Cabinet (potential recommendations to Council, may be a partial Exempt item)	7 June 2017	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor G. N. Denaro
Review of Anti Fraud and Corruption Policy	Cabinet	7 June 2017	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor G.N. Denaro
Partnership with a White Label Energy Company for the Provision of Energy Key Decision	Cabinet	7 June 2017	Report of the Head of Community Services	Judith Willis 01527 883348 Councillor G. N. Denaro
Legal and Democratic Services Review Business Case	Cabinet with recommendations to Council (likely to be Exempt item)	7 June 2017	Report of the Head of Legal, Equalities and Democratic Services	Claire Felton 01527 881429 Councillor B. T. Cooper
Planning Policy Review Business Case	Cabinet with recommendations to Council (likely to be Exempt item)	7 June 2017	Report of the Head of Planning and Regeneration	Ruth Bamford 01527 881202 Councillor C. B. Taylor

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
Caretaking and Cleaning Review Business Case	Cabinet with recommendations to Council (likely to be an Exempt item)	7 June 2017	Report of the Head of Leisure and Cultural Services	John Godwin 01527 881762 Councillor P. J. Whittaker
Parks and Open Spaces Review Business Case	Cabinet with recommendations to Council (likely to be an Exempt item)	7 June 2017	Report of the Head of Leisure and Cultural Services	John Godwin 01527 881762 Councillor P. J. Whittaker
Revenue and Capital Outturn and Financial Reserves Statement 2016/17	Cabinet	12 July 2017	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor B. T. Cooper

- 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
24/04/17	Overview & Scrutiny Board Annual Report and Review of the Work of the Board (including the role of the working groups).	
	Update report in respect of the Council's Economic Priorities	Picked up from Cabinet Work Programme and following presentation at meeting held on 13/02/16
	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	
	O&S Work Programme	

Items to be included within the Work Programme for 2017/18

June 2017 Pre-Scrutiny Burcot Lane Site Future Development (picked up from Cabinet Work Programme considered at meeting held on 13/02/17)

September 2017 Dolphin Centre - Update on work with displaced Groups (Follow up from meetings held on 13/02/17 and 27/03/17)

TBC Sports and Physical Activity Strategy (Picked up from the Cabinet Work Programme 28/11/16 meeting)

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:

31 st March	- to be received at April/May meeting
30 th 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.

Agenda Item 8

- 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>