



BROMSGROVE DISTRICT COUNCIL

MEETING OF THE SCRUTINY STEERING BOARD

TUESDAY, 8TH JANUARY 2008 AT 6.00 PM

COUNCIL CHAMBER, THE COUNCIL HOUSE, BURCOT LANE, BROMSGROVE

MEMBERS: Councillors P. M. McDonald (Chairman), J. T. Duddy (Vice-Chairman), Mrs. M. Bunker, R. J. Deeming, B. Lewis F.CMI, D. L. Pardoe and C. B. Taylor

AGENDA

1. To receive apologies for absence
2. Declarations of Interest and whipping arrangements
3. To confirm the accuracy of the minutes of the meeting of the Scrutiny Steering Board held on 4th December 2007 (Pages 1 - 4)
4. To confirm the accuracy of the minutes of the special meeting of the Scrutiny Steering Board held on 20th December 2007 (to follow)
5. Recommendation Tracker (Pages 5 - 6)
6. Presentation on the Medium Term Financial Plan 2008/09 - 2010/11

PLEASE NOTE: Members are requested to bring their copy of the Cabinet Agenda for the Meeting due to be held on 9th January 2008 which contains the report relating to the Medium Term Financial Plan.

7. Joint Countywide Scrutiny on Flooding (Pages 7 - 14)
8. Verbal updates on progress of Scrutiny Task Groups (to be given by the Task Group Chairmen)
 - (a) Public Transport - Bus Task Group (Councillor B. Lewis F.CMI)
 - (b) Refuse and Recycling Task Group (Councillor C. R. Scurrill)

9. Scrutiny Proposals (Pages 15 - 22)
10. Cabinet's Forward Plan (Pages 23 - 26)
11. Work Programme (Pages 27 - 30)
12. Call In of Cabinet Decisions (verbal update)
13. To consider any other business, details of which have been notified to the Head of Legal, Equalities and Democratic Services prior to the commencement of the meeting and which the Chairman, by reason of special circumstances, considers to be of so urgent a nature that it cannot wait until the next meeting.

K. DICKS
Chief Executive

The Council House
Burcot Lane
BROMSGROVE
Worcestershire
B60 1AA

20th December 2007

Agenda Item 3

BROMSGROVE DISTRICT COUNCIL

MEETING OF THE SCRUTINY STEERING BOARD

TUESDAY, 4TH DECEMBER 2007 AT 6.00PM

PRESENT: Councillors P. M. McDonald (Chairman), J. T. Duddy (Vice-Chairman), Mrs. M. Bunker, R. J. Deeming, B. Lewis F.CMI, D. L. Pardoe and C. B. Taylor (during Minute Nos. 59/07 to 63/07)

Observers: Councillor Mrs. J. Dyer M.B.E.

Officers: Mr. K. Dicks, Mr. P. Street, Mrs. C. Felton, Mrs. S. Sellers and Ms. D. McCarthy

55/07 APOLOGIES FOR ABSENCE

No apologies for absence were received.

56/07 DECLARATIONS OF INTEREST

No declarations of interest or whipping arrangements were made.

57/07 MINUTES

The minutes of the meeting of the Scrutiny Steering Board held on 6th November 2007 were submitted.

RESOLVED that the minutes be approved as a correct record.

58/07 AIR QUALITY SCRUTINY REPORT

The Board considered the Scrutiny Report compiled by the Air Quality Task Group and Councillor McDonald, as Chairman of the Task Group, answered all questions raised.

One query related to whether or not a buyer of a property within an Air Quality Management Area (AQMA) would be alerted to the fact that the property was within an AQMA. It was believed by officers that this would not be highlighted through a standard Local Land Charges Search, however, it was possible for additional questions to be asked as part of the local search.

RESOLVED:

- (a) that the Head of Legal, Equalities and Democratic Services be requested to confirm whether the Local Land Charges Search Con 29 form included any questions relating to AQMAs; and
- (b) that the Air Quality Scrutiny Report containing recommendations be approved.

RECOMMENDED that the Air Quality Scrutiny Report be placed on the next available Agenda for Cabinet's consideration and all recommendations contained within the report be approved.

59/07 **TRACKING APPROVED SCRUTINY RECOMMENDATIONS**

Members considered a report relating to how the Scrutiny Steering Board could track approved scrutiny recommendations. It was explained that any scrutiny recommendations which were not approved would not be included in the tracker report as there would be nothing to update upon. However, with regard to recommendations coming out of scrutiny task group investigations, the Board would receive a response from Cabinet which would include reasons why recommendations may not have been approved.

It was confirmed that although it was expected that the tracking of the recommendations would be primarily for the recommendations which came out of scrutiny task group investigations, the tracker report would include all scrutiny recommendations put forward to Cabinet.

There was a discussion on how often the tracker report should be submitted to the Board.

RESOLVED:

- (a) that a tracker report, based on the format attached as Appendix 1 to the report, be used on a trial basis for twelve months to monitor all scrutiny recommendations approved by Cabinet; and
- (b) that the tracker report be submitted to the Scrutiny Steering Board on a bi-monthly basis during the twelve month trial.

60/07 **UPDATES ON SCRUTINY TASK GROUPS**

(i) **Public Transport – Buses Task Group**

The Chairman of the Public Transport – Buses Task Group, Councillor Lewis, provided Members of the Board with an update on the work of the Task Group. He stated that 91 responses had been received to the bus survey published in the Together Bromsgrove Magazine and with the 107 interviews which had taken place previously at the Bus Station, a total of 198 responses had been gathered. A second survey at the Bus Station was planned during the late afternoon/early evening of 18th December 2007.

Councillor Lewis informed the Board that he had attended two workshops held by Worcestershire County Council in November which related to transport issues. He also stated that he had arranged for Mr. Harrison from Worcestershire County Council to give a presentation on the Worcestershire Bus Strategy for Members before the start of the next Task Group Meeting scheduled to be held on 21st December 2007. An invitation would be sent out in due course.

Other items mentioned were: dial-a-ride in Redditch; the Disabled User Group; the recent report relating to Disability Equality in the District; and discussions on low platform vehicles between the Task Group Chairman and the Network Performance Manager of First Buses.

Due to more information coming to light, the Chairman requested an extension for the Task Group to enable it to properly complete its investigation.

(ii) Refuse and Recycling Task Group

A brief update from the Task Group Chairman, Councillor Scurrall, was read out to the Board. Members were informed that the Task Group had received a very positive report from Ms. Parkinson, Learning and Organisational Development Manager, relating to NVQ Training for Refuse and Recycling Operatives. It was reported that Members were pleased with the outcome of meetings between Ms. Parkinson, senior officers from Street Scene and Waste Management and NEW College representatives .

The Board was informed that responses from two other local authorities with high recycling rates had been received and that local supermarkets had been contacted relating to reusing, recycling and reducing waste.

RESOLVED:

- (i) that the updates given on the progress of each of the Scrutiny Task Groups be noted; and
- (ii) that the Public Transport – Buses Task Group be granted an extension to complete its work and that 21st January 2008 be the revised deadline.

61/07 **CABINET'S FORWARD PLAN**

Consideration was given to the Cabinet's Forward Plan which contained the key decisions scheduled to be made over the next few months.

Item number 8 related to flooding matters and the Cabinet was due to consider a response to representations received from Tewkesbury Borough Council on this matter on 5th December 2007. It was stated that within the Cabinet report it referred to the Worcestershire Scrutiny Chairmen Network Meeting on the 26th November 2007 when Scrutiny Members from Worcestershire County Council and District Councils within Worcestershire were due to consider the suggestion of a countywide joint scrutiny on flooding. At this point the Chairman of the Board offered to provide Members with an update on the outcome of that meeting.

The Chairman gave a brief summary of the meeting where a presentation had been given by officers. The Board was informed that it had been decided that each District would provide County Council officers information on work that they had already carried out on flooding and for any Scrutiny Member who was interested in leading the investigation to be encouraged to put themselves forward. It was confirmed that the joint scrutiny on flooding would be an item on the agenda for the next Scrutiny Steering Board meeting for Members to discuss further.

It was suggested that it be recommended to Cabinet that the representations received from Tewkesbury Borough Council be discussed by the Worcestershire Scrutiny Chairmen Network. It was pointed out that the letter from Tewkesbury had been sent to all local authorities within Worcestershire County Council.

RESOLVED:

- (a) that the Cabinet's Forward Plan be noted; and
- (b) that the update from the Chairman on the Worcestershire Scrutiny Chairmen Network Meeting held on 26th November 2007 be noted.

RECOMMENDED that the Chief Executive be requested to inform the Cabinet that the Scrutiny Steering Board would like to recommend that the letter from Tewkesbury Borough Council be discussed by the Worcestershire Scrutiny Chairmen Network.

62/07 **WORK PROGRAMME**

The work programme for the Scrutiny Steering Board was considered.

Members were informed that since the work programme had been compiled the BDHT Task Group Review Meeting had been scheduled to take place on 11th December 2007.

(The update from the Chairman on the meeting of the Worcestershire Scrutiny Chairmen Network was provided under the previous item, Minute Number 61/07.)

RESOLVED that the report, including the verbal update, be noted.

63/07 **ITEMS TO BE CONSIDERED AT CABINET**

Members considered the items on the Cabinet agenda for the meeting scheduled to be held on 5th December 2007.

RESOLVED

- (a) that the items on the Cabinet agenda be noted; and
- (b) that the Cabinet agenda papers no longer be included as an item on the agenda for future Scrutiny Steering Board meetings.

(NOTE: Before the close of the meeting, Members were reminded of the Budget Presentation scheduled to be held on Wednesday 19th December 2007 at 6.00pm.)

The meeting closed at 6.40 pm

Chairman

BROMSGROVE DISTRICT COUNCIL

SCRUTINY STEERING BOARD

RECOMMENDATION TRACKER

This report lists all scrutiny recommendations approved by Cabinet with information on: who will be progressing the approved recommendations; when the recommendations are expected to be implemented by; and any officer comments which might be useful to the Scrutiny Steering Board. The recommendations are grouped by Task Group.

General Recommendations made by the Scrutiny Steering Board on: 4th December 2008

*Rec. No.	Detail of Recommendation	Officer Responsible	Implementation to take place by	Tick if completed	Officer Comments
N/A	The Air Quality Scrutiny Report to be placed on the next available Agenda for the Cabinet's consideration and all recommendations contained within the report be approved.	Committee Team	December/January	✓	The Air Quality Scrutiny Report will be considered by Cabinet at its meeting on 9th January 2008. A response is expected to be provided at the Scrutiny Steering Board meeting scheduled to be held on 5th February 2008. All approved recommendations will be included in this report.

*Note: "Rec. No." is the Recommendation Number as given within a Scrutiny Group Report compiled by a Task Group

N/A	The Chief Executive be requested to inform the Cabinet that the Scrutiny Steering Board would like to recommend that the letter from Tewkesbury Borough Council be discussed by the Worcestershire Scrutiny Chairmen Network	Chief Executive	5th December 2007	✓	The Chief Executive informed the Cabinet of the Scrutiny Steering Board's recommendation. The Cabinet decided to defer consideration of the motions agreed by Tewkesbury Borough Council until the outcomes of the joint countywide scrutiny exercise on flooding are known. (The Overview and Scrutiny Manager at Worcestershire County Council has also been informed of the recommendation put forward by the Board.)
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*Note: "Rec. No." is the Recommendation Number as given within a Scrutiny Group Report compiled by a Task Group

BROMSGROVE DISTRICT COUNCIL

SCRUTINY STEERING BOARD

8TH JANUARY 2008

JOINT SCRUTINY ON FLOODING IN WORCESTERSHIRE

Responsible Portfolio Holder	
Responsible Head of Service	Head of Legal, Equalities and Democratic Services

1. SUMMARY

- 1.1 Members are asked to consider the recommendations relating to a joint scrutiny on flooding issues in Worcestershire.

2. RECOMMENDATION

- 2.1 Members of the Board are requested to:
- (a) agree to take part in the joint countywide scrutiny on flooding in Worcestershire;
 - (b) agree the suggested arrangements paper attached as Appendix 1;
 - (c) nominate a Member to serve on a joint scrutiny group; and
 - (d) agree on whether or not the nominated Member should put themselves forward to chair the scrutiny investigation (this is entirely optional and would be dependent on whether the nominated Member wishes to take on this responsibility);

3. BACKGROUND

- 3.1 At the Scrutiny Steering Board Meeting held on 31st July 2007, Councillor Duddy reported back to Members what had been discussed at the Worcestershire Scrutiny Chairmen and Vice-Chairmen Meeting held on 19th July 2007.
- 3.2 As the name suggests, the Worcestershire Scrutiny Chairmen and Vice-Chairmen Network is made up of Scrutiny Chairmen and Vice-Chairmen from the six District Councils in Worcestershire, together with Worcestershire County Council.
- 3.3 At this first meeting, Members discussed the possibility of joint countywide scrutiny working between Districts and County. Some of the benefits of joint working mentioned included:
- It would avoid duplication of work;
 - There would be an opportunity to develop partnerships and open up communication; and

- The impact of scrutiny could be strengthened by working together.
- 3.4 At that meeting on the 19th July 2007, it was agreed that each authority would consider its own priorities and decide if there were any common to all authorities, or any that would be done better on a countywide basis.
- 3.5 The Scrutiny Steering Board discussed potential joint scrutiny work further at its meeting on 4th September 2007. At the meeting on 2nd October 2007 a letter from Councillor Buckley, Chair of the Overview and Scrutiny Steering Committee at Worcestershire County Council, received on the day of the meeting, was circulated to Members under urgent business. The letter related to the recent flooding and suggested that flooding would be appropriate for Members to consider as the first joint investigation. This led to the meeting on 26th November 2007 which Councillor McDonald attended. The Board will remember that Councillor McDonald gave a verbal update at the last Scrutiny Steering Board meeting in December.
- 3.6 Another joint countywide meeting is due to take place sometime in January (possibly February) once all Overview and Scrutiny Committees across the County have had the opportunity to meet and discuss the outcome of the meeting held on 26th November 2007. The Board now needs to consider the recommendations under 2.1 of this report, including agreeing the suggested arrangements paper attached as Appendix 1.
- 3.7 With regard to 2.1(c), Councillor Lewis has previously expressed an interest in being the scrutiny representative for this Council.

4. FINANCIAL IMPLICATIONS

- 4.1 There are no financial implications directly related to this report.

5. LEGAL IMPLICATIONS

- 5.1 There are no legal implications directly related to this report.

6. COUNCIL OBJECTIVES

- 6.1 This report does not directly link to the Council objectives, however, it could be said that the joint scrutiny working links to the Council Objective Improvement and it certainly links to the Council Value of Partnerships.

7. RISK MANAGEMENT

- 7.1 There is a risk that by not participating in joint scrutiny work there will be duplication of work and that one local authority in isolation would not be able to properly scrutinise strategic countywide issues. Joint working is also seen as good practice.

8. CUSTOMER IMPLICATIONS

- 8.1 There are no customer implications directly relating to this report, however, it could be said that scrutiny work could be strengthened by working together. This would mean that it is more likely that scrutiny would have an impact which in turn would affect customers.

9. EQUALITIES AND DIVERSITY IMPLICATIONS

- 9.1 There are no implications directly relating to this report for the Council's Equalities and Diversity Policies.

10. OTHER IMPLICATIONS

Procurement Issues – None
Personnel Implications – There would be an impact on officer resource as there would need to be a nominated officer from each District to act as a liaison point from whom advice and information could be sought during the scrutiny.
Governance/Performance Management – None
Community Safety including Section 17 of Crime and Disorder Act 1998 – None.
Policy – None
Environmental – None

10. OTHERS CONSULTED ON THE REPORT

Portfolio Holder	N/A
Chief Executive	Yes
Executive Director – Partnerships and Projects	Yes
Assistant Chief Executive	No
Head of Service	Yes
Head of Financial Services	No
Head of Legal, Equalities & Democratic Services	Yes
Head of Organisational Development & HR	No
Corporate Procurement Team	No

11. APPENDICES

Appendix 1 – Suggested Arrangements for a Joint Scrutiny

12. BACKGROUND PAPERS

Information received from the Overview and Scrutiny Manager at Worcestershire County Council relating to the Joint Scrutiny Chairmen's Network Meeting on 26th November 2007.

CONTACT OFFICER

Name: Della McCarthy, Committee Services Officer
E Mail: d.mccarthy@bromsgrove.gov.uk
Tel: (01527) 881407

WORCESTERSHIRE FLOODS SUMMER 2007

Possible Arrangements for a Joint Scrutiny

Background

1. At the joint Worcestershire scrutiny chairmen and vice-chairmen meeting on 19 July 2007, it was agreed that joint working between Districts and County scrutiny would be useful to avoid duplication and develop partnerships and communication. It was also noted that the impact of scrutiny could be strengthened by working together.
2. If it is agreed by members on 26 November 2007 that a joint countywide scrutiny of the summer floods would be useful, the arrangements for taking this forward will also need to be agreed.
3. A possible way forward has been set out below and views are sought on these in order that a way forward can be agreed on 26 November.

Constitutional arrangements and processes

4. Developing a formal joint scrutiny committee would be time-consuming and may delay the progress of a summer 2007 floods scrutiny. It is therefore suggested that an informal, county-wide, joint scrutiny task group is established to carry out this review. As the group would be informal, its powers to review and scrutinise, request information and make recommendations would rest in its constituent scrutiny committees.

Membership

5. Each authority's scrutiny committee would be invited to nominate a member for the joint scrutiny task group.
6. The suggested size for the scrutiny task group is one member from each authority, but suggestions for any non-councillors to be co-opted on to the task group are welcome.
7. As an informal body, political balance rules do not apply. However it would be sensible to ensure that there is a range of political groups represented.

Chairing

8. It is suggested that the task group nominates a chairman from its membership

Terms of Reference/Scope of Scrutiny

9. It is suggested that members discuss the possible terms of reference and scope of the scrutiny on 26 November. The resulting draft scope would then need to be agreed by each authority's scrutiny committee.
10. Any comments or suggested changes to the scope would be circulated and a final version agreed by the representatives on the task group.

Gathering evidence

11. It is suggested that witnesses are invited to meetings of the task group. However, there may be times when task group members could gather evidence separately and report back to the main group.

Meeting Times

12. Members will need to say when is best to meet, e.g. evenings or daytimes.

Public access to meetings and information

13. As an informal body, access to information rules would not apply. However, it is good practice to work in a transparent way, and it is anticipated that meeting times, agendas and notes of meetings would be published on the internet. They could also be circulated to each Scrutiny Committee.

Agreeing recommendations

14. It is anticipated that the task group members would agree any recommendations by consensus. Once a scrutiny report is drafted by the task group, it would need to be approved by each authority's scrutiny committee.
15. If any authority's scrutiny committee was unable to agree the joint report, they could submit their own, separate report.

Submission of recommendations

16. The report and recommendations will be circulated to whichever body they are aimed at, e.g. District Council and County Council executives, or partner organisations.
17. Those bodies would be required to respond to the recommendations as coming from the scrutiny committees of the respective local authorities.

Monitoring of implementation of recommendations

18. It is suggested that the scrutiny report highlights a timescale for when the recommendations should be monitored and that the task group is re-formed to carry out that task.

Resourcing

19. The County Council's scrutiny team can resource the summer 2007 floods joint scrutiny task group.
20. However, Districts are asked if they could nominate a relevant officer to act as a liaison point, from whom advice and information could be sought during the scrutiny.

Future Joint Scrutiny

21. It is likely that an increasing amount of joint scrutiny will be developed in the future, experience from this review could be used to inform the development of future, possibly more formal standing arrangements.

Prepared by:

Suzanne O'Leary, Overview and Scrutiny Manager, Worcestershire County Council

01905 728673

so'leary@worcestershire.gov.uk

November 2007

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BROMSGROVE DISTRICT COUNCIL

SCRUTINY STEERING BOARD

8TH JANUARY 2008

SCRUTINY PROPOSALS

Responsible Portfolio Holder	
Responsible Head of Service	Head of Legal, Equalities and Democratic Services

1. SUMMARY

- 1.1 Members are asked to consider the scrutiny proposal forms received.

2. RECOMMENDATION

- 2.1 Members of the Board are requested to decide whether or not the scrutiny proposals submitted should be included in the future work programme of this Board.
- 2.2 The Board also needs to agree the priority order of those scrutiny proposals which are to be added to the work programme.
- 2.3 Finally, Members will need to decide if they wish to establish a Task Group once one of the current Task Groups has been disbanded. (The Air Quality Task Group is due to be disbanded at the Scrutiny Steering Board Meeting in February, subject to the Cabinet's response to the Air Quality Report.)

3. BACKGROUND

- 3.1 Under the current ways of working, any Member can request a subject is scrutinised by completing a scrutiny proposal form and their request can then be considered by the Scrutiny Steering Board.
- 3.2 The scrutiny proposal attached as appendix 1 relates to reducing teenage anti-social behaviour which was submitted by the Leader, Councillor Hollingworth. The Board considered this at its meeting in November when it was agreed that it should be deferred until the New Year when current Task Groups were closer to completing their scrutiny investigations.
- 3.3 The scrutiny proposal attached as appendix 2 came out of discussions held at the November Meeting where it was agreed that Councillor Duddy would complete a scrutiny proposal form relating to Alcohol Free Zones (a suggestion made by Executive Director – Partnerships and Projects)

- 3.4 The Board will remember that at the same meeting, it was agreed that Councillor Mrs. Bunker would complete a scrutiny proposal form relating to Older People (a suggestion made earlier in the year by the Assistant Chief Executive). Since that meeting, Councillor Mrs. Bunker has discussed the different options for taking this forward with the Assistant Chief Executive, Monitoring Officer and Deputy Monitoring Officer. Councillor Mrs. Bunker has decided that her preference would be to set up a focus group during February/March 2008 (with the help of the Assistant Chief Executive) to find out the areas of concern from older people with a view to using the findings from a focus group to narrow down the specific issues that could be scrutinised. At that point, Councillor Mrs. Bunker may decide to submit a scrutiny proposal relating to older people.
- 3.5 This Board needs to decide whether or not the issues set out in appendices 1 and 2 should be scrutinised in the future.
- 3.6 If the Board decides to include either of these topics on the work programme as items they believe should be scrutinised, the Board should ensure they agree the priority order.
- 3.7 Assuming Members wish to scrutinise one (or both) of the proposals, the Board then needs to agree whether or not it wishes to establish a Task Group to scrutinise the issue. If Members are minded to create a Task Group, they can only do so as each of the current Task Groups are disbanded. The first Task Group due to disband at the next Board Meeting in February (depending on the Cabinet response to the Task Group's findings) is the Air Quality Task Group. The Public Transport – Buses Task Group is due to be disbanded in April and the Refuse and Recycling Task Group is due to be disbanded in May, subject to the Cabinet's response to the findings and scrutiny recommendations.

4. FINANCIAL IMPLICATIONS

- 4.1 There are no financial implications directly related to this report.

5. LEGAL IMPLICATIONS

- 5.1 There are no legal implications directly related to this report.

6. COUNCIL OBJECTIVES

- 6.1 This report does not directly link to the Council objectives, however, it could be said that the scrutiny proposals link to sense of community and well being.

7. RISK MANAGEMENT

7.1 There are no risk management issues directly related to this report.

8. CUSTOMER IMPLICATIONS

8.1 There are no customer implications directly relating to this report.

9. EQUALITIES AND DIVERSITY IMPLICATIONS

9.1 There are no implications directly relating to this report for the Council's Equalities and Diversity Policies.

10. OTHER IMPLICATIONS

Procurement Issues – None
Personnel Implications – None
Governance/Performance Management – None
Community Safety including Section 17 of Crime and Disorder Act 1998 – None, however, two of the scrutiny proposals relate to community safety as well as Section 17 of the 1998 Act.
Policy – None
Environmental – None

10. OTHERS CONSULTED ON THE REPORT

Portfolio Holder	N/A
Chief Executive	Yes
Executive Director – Partnerships and Projects	Yes
Assistant Chief Executive	Yes
Head of Service	Yes
Head of Financial Services	No
Head of Legal, Equalities & Democratic Services	Yes

Head of Organisational Development & HR	No
Corporate Procurement Team	No

11. APPENDICES

Appendix 1 – Scrutiny Proposal Form submitted by Councillor Hollingworth.
Appendix 2 – Scrutiny Proposal Form submitted by Councillor Duddy.

12. BACKGROUND PAPERS

None.

CONTACT OFFICER

Name: Della McCarthy, Committee Services Officer
E Mail: d.mccarthy@bromsgrove.gov.uk
Tel: (01527) 881407

STEERING SCRUTINY BOARD**SCRUTINY PROPOSAL**

- Name of Councillor: Roger Holdingworth
- General Subject Area to be Scrutinised: Reducing anti social behaviour - teenagers
- Specific Subject to be Scrutinised: Strategies and policies for the reduction of anti-social behaviour in the 11 to 17 yr age group in the District. Emphasis to be on policy development in this area to look at methods used to better occupy this age group eg youth facilities, play areas, youth clubs & projects in partnership with voluntary sector. Wide ranging remit to consider any policies/strategies which may
 - This subject should be scrutinised because it meets at least two of the following criteria (please indicate which):
 - It is an area of council activity which has been identified as performing poorly
 - It is an area of concern identified by CPA/external audit
 - It is a corporate plan priority - Sense of Community - Youth.
 - It is a government priority area
 - It is an external priority area
 - It is of key interest to the public
 - It has a high level of budgetary commitment
 - There is a pattern of overspending or underspending
 - It is new government guidance or legislation
 - It is a proposed new policy for the Council
 - It is a review of an existing Council policy to enhance the service provided
 - It affects more than three wards within the District
 - It is an area which affects not only Bromsgrove but also one of the neighbouring authorities
 - It is a review of progress made since a previous Scrutiny exercise
 - It is a post implementation review of a new policy or way of working

▪ Should the relevant Portfolio Holder(s) be invited to give evidence? **YES/NO**

▪ Should any Officers be invited to give evidence? **YES/NO**

If yes, state name and/or post title: Graham Root - Community Safety,
John Goodwin - Culture & Community & Officers
from Sports Development & Neighbourhood Warden

** lead directly or indirectly to reduction of anti social behaviour*

Should any external witnesses be invited to give evidence?

YES/NO

If so, who and from which organisations?

Police - Community police officers
Possibly Parish Council reps - County Council
(Speak to children themselves)
see below

Should the Task Group receive evidence from other sources other than witnesses?

YES/NO

If so, what information should the Task Group wish to see and from which sources should it be gathered?

Survey of childrens views
Consultation with other councils & sharing of strategies they have used successfully in their areas

Should a period of public consultation form part of the Scrutiny exercise?

YES/NO

If so, on what should the public be consulted?

Will the scrutiny exercise cross the District boundary?

YES/NO

If so, should any other authorities be invited to participate?

Would it be appropriate to co-opt anyone on to the Task Group whilst the Scrutiny exercise is being carried out?

YES/NO

If so, who and from which organisations?

Voluntary sector - LSP etc

Signed: R. Hollingworth

Councillor: ROGER HOLLINGWORTH

Date: 25/10/07

Please return completed forms to:

Della McCarthy, Committee Services Officer,
Legal, Equalities and Democratic Services, Bromsgrove District Council

STEERING SCRUTINY BOARD**SCRUTINY PROPOSAL**

- Name of Councillor: James Duddy
- General Subject Area to be Scrutinised: Alcohol Free Zones (AFZ)
- Specific Subject to be Scrutinised: To examine the application, reasons, use and effectiveness of AFZ to look into the impact on crime / Anti social behaviour / enforcement levels and the effects of displacement and drinking in public

- This subject should be scrutinised because it meets at least two of the following criteria (please indicate which):

- It is an area of council activity which has been identified as performing poorly
- It is an area of concern identified by CPA/external audit
- It is a council plan priority
- It is a government priority area
- It is an external priority area
- It is of key interest to the public
- It has a high level of budgetary commitment
- There is a pattern of overspending or underspending
- It is new government guidance or legislation
- It is a proposed new policy for the Council
- It is a review of an existing Council policy to enhance the service provided
- It affects more than three wards within the District
- It is an area which affects not only Bromsgrove but also one of the neighbouring authorities
- It is a review of progress made since a previous Scrutiny exercise
- It is a post implementation review of a new policy or way of working

- Should the relevant Portfolio Holder(s) be invited to give evidence? **YES/NO** *Maybe*
- Should any Officers be invited to give evidence? **YES/NO**

If yes, state name and/or post title: Head of Culture and Community, Safety manager and neighborhood wardens


▪ Should any external witnesses be invited to give evidence? **YES/NO**
 If so, who and from which organisations? Chief Inspector of the Police
 and Youth Service

▪ Should the Task Group receive evidence from other sources other than witnesses? **YES/NO**
 If so, what information should the Task Group wish to see and from which sources
 should it be gathered?
 It may wish to obtain statistics on Anti Social behaviour in Bromsgrove.
 Any data on ~~operations~~ Operations of AFZ in terms of prosecutions
 or application of powers.

▪ Should a period of public consultation form part of the Scrutiny exercise? **YES/NO** ?
 If so, on what should the public be consulted?

▪ Will the scrutiny exercise cross the District boundary? **YES/NO**
 If so, should any other authorities be invited to participate? **MAYBE**
 It may be possible to gather information about the use of AFZ
 from neighbouring authorities

▪ Would it be appropriate to co-opt anyone on to the Task Group whilst the Scrutiny
 exercise is being carried out? **YES/NO** ?
 If so, who and from which organisations?

Signed: 

Councillor: JAMES DIDDY

Date: 10TH DECEMBER 2007

Please return completed forms to:
 Della McCarthy, Committee Services Officer,
 Legal, Equalities and Democratic Services, Bromsgrove District Council

BROMSGROVE DISTRICT COUNCIL

CABINET

FORWARD PLAN – 1ST JANUARY 2008

This Forward Plan lists the key decisions which the Cabinet expects to have to make during the period 1st January 2008 to 30th April 2008.

Item No.	Portfolio Holder/ Lead Member Responsibility	Subject	Details of Proposed Decision	Expected Date of Decision	Original Expected Date of Decision	Principal Groups or Organisations to be consulted and date and method of consultation	Documents to be considered in relation to the Decision	Comments
1	Councillor Mrs. J. Dyer	Air Quality Task Group	To consider recommendations from the Air Quality Scrutiny Task Group	9th January 2008			Report of the Scrutiny Task Group/Scrutiny Steering Board	
2	Councillor R. Hollingworth	Committee Programme 2008/09	To consider and make recommendations on the programme of Council and Committee meetings for 2008/09	9th January 2008			Report of the Head of Legal, Equalities and Democratic Services	
3	Councillor Mrs. M. A. Sherrey	Concessions Policy	To consider a proposed new concessions policy	9th January 2008	7th November 2007		Report of the Head of Street Scene and Waste Management	Delayed by officers for further consideration
4	Councillor Mrs. J. M. L. A. Griffiths	Dolphin Centre & Haybridge Sports Centre	To consider the proposed transfer of the Dolphin Centre & Haybridge Sports Centre to a Leisure Trust	9th January 2008	3rd October 2007		Report of the Corporate Director (Services)	Delayed by officers for further consideration
5	Councillor R. Hollingworth	Improvement Plan Exception Report	To consider any exceptions to the Council Improvement Plan as at October 2007	9th January 2008			Report of the Assistant Chief Executive	
6	Councillor Mrs. J. Dyer	Longbridge Area Action Plan	To consider and make recommendations to the full Council on the submission version of the Longbridge Area Action Plan	9th January 2008	7th November 2007		Report of the Head of Planning and Environment Services	Delayed by officers for further consideration and pending consideration by Birmingham City Council
7	Councillor R. Hollingworth	Market Hall Site - Redevelopment	To consider proposals for the redevelopment of the Market Hall Site in Bromsgrove Town Centre and proposals for the future location of market stalls	9th January 2008			Report of the Executive Director – Partnerships and Projects	
8	Councillor G. N. Denaro	Medium Term Financial Plan	To consider the overall budget for 2008/09 to 2010/11 including the outcome of consultation on the budget and to make recommendations to the full Council	9th January 2008		Scrutiny Steering Board 8th January 2008	Report of the Head of Financial Services	

Page 23

Agenda Item 10

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9	Councillor M. J. A. Webb	Customer Access Strategy	To consider a Customer Access Strategy	6th February 2008			Report of the Assistant Chief Executive	
10	Councillor M. J. A. Webb	Customer First Strategy	To consider an update on the Customer First Strategy	6th February 2008			Report of the Assistant Chief Executive	
11	Councillor R. Hollingworth	Council Plan 2008/11 – Part 2	To consider and make recommendations on the Council Plan 2008/11 Part 2	6th February 2008			Report of the Assistant Chief Executive	
12	Councillor R. Hollingworth	Improvement Plan Exception Report	To consider any exceptions to the Council Improvement Plan as at November 2007	6th February 2008			Report of the Assistant Chief Executive	
13	Councillor R. Hollingworth	Worcestershire Partnership Sustainable Community Strategy	To consider the draft Worcestershire Partnership Sustainable Community Strategy	6th February 2008	9th January 2008		Report of the Assistant Chief Executive	The production of the Strategy has been delayed

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14	Councillor G. N. Denaro	Capital Strategy	To consider and recommend Council to approve the Capital Strategy for 2008-2011	5th March 2008			Report of the Head of Financial Services	
15	Councillor M. J. A. Webb	Customer Panel 2 Results	To consider the findings of the Customer Panel 2 Survey	5th March 2008	6th February 2008		Report of the Assistant Chief Executive	Delayed by officers
16	Councillor G. N. Denaro	Financial & Performance Monitoring – Integrated Report	To consider the financial position and performance indicators for the 3rd quarter of 2007/08 and any corrective actions required	5th March 2008			Report of the Head of Financial Services	
17	Councillor R. Hollingworth	Improvement Plan Exception Report	To consider any exceptions to the Council Improvement Plan as at December 2007	5th March 2008			Report of the Assistant Chief Executive	
18	Councillor Mrs. M. A. Sherrey	Public Transport – Buses Task Group	To consider recommendations from the Public Transport – Buses Scrutiny Task Group	5th March 2008	6th February 2008		Report of the Scrutiny Task Group/Scrutiny Steering Board	Delayed due to the extension of the period allowed for the scrutiny exercise
page 20	Councillor Mrs. J. Dyer	Regional Spatial Strategy	To consider the Regional Spatial Strategy Phase 2 Revision	5th March 2008	9th January 2008		Report of the Head of Planning and Environment Services	Delayed to tie in with the government's consultation timetable
	Councillor G. N. Denaro	Treasury Management Strategy	To consider and approve an update Treasury Management Strategy	5th March 2008			Report of the Head of Financial Services	
21	Councillor G. N. Denaro	Value for Money Strategy	To consider a Value for Money Strategy	5th March 2008			Report of the Head of Financial Services	

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22	Councillor R. Hollingworth	Improvement Plan Exception Report	To consider any exceptions to the Council Improvement Plan as at January 2008	2nd April 2008			Report of the Assistant Chief Executive	
23	Councillor P. J. Whittaker	Mobile Home Licensing	To consider an update on the implications of the introduction of Government model standards in Mobile Home licensing agreements	2nd April 2008	5th September 2007		Report of the Head of Planning and Environment Services	Delayed due to staff shortage within the Strategic Housing team
24	Councillor Mrs. M. A. Sherrey	Refuse and Recycling Task Group	To consider recommendations from the Refuse and Recycling Scrutiny Task Group	2nd April 2008			Report of the Scrutiny Task Group/Scrutiny Steering Board	

All decisions will be taken collectively by the Cabinet. Any person who wishes to make representations to the executive or decision taker about a matter in respect of which a decision is to be made can write to the Head of Legal, Equalities and Democratic Services at The Council House, Burcot Lane, Bromsgrove B60 1AA, or by email to k.firth@bromsgrove.gov.uk before the date shown in the 5th column.

Councillor R. Hollingworth
Leader of the Council

The Council House
Burcot Lane,
BROMSGROVE B60 1AA

14th December 2007

SCRUTINY STEERING BOARD

WORK PROGRAMME

The Work Programme consists of three sections: Items for Future Scrutiny and Updates; Current Scrutiny Task Groups; and Scrutiny Task Group Reviews.

RECOMMENDATION:

- (a) To consider and agree the work programme; and
- (b) Note the update relating to the BDHT Task Group Review Meeting

ITEMS FOR FUTURE SCRUTINY AND UPDATES

Subject	Date of Consideration	Other Information
Recommendation Tracker	Jan/Mar/May/ July/Sept/Nov	Report monitoring approved recommendations to be included on the Board's Agenda on a bi-monthly basis for a trial period of 12 months.
Scrutiny Proposal: Reducing Teenage Anti-Social Behaviour (Councillor Hollingworth)	8th January 2008	The Board considered the scrutiny proposal put forward. Due to the scrutiny investigations already underway, the Board decided to defer this item until a new Task Group could be set up. Therefore, it was agreed, this scrutiny proposal would be considered in January along with other scrutiny proposals submitted.
Scrutiny Proposal: Alcohol Free Zones (Councillor Duddy)	8th January 2008	At the November meeting, it was agreed that Councillor Duddy would complete a scrutiny proposal form for the Board to consider in January along with other scrutiny proposals submitted.
Worcestershire Chairmen and Vice- Chairmen Network (Update)	4th February 2008	Members to receive an update from Chairman after the next Worcestershire Network meeting expected to be held in January 2008.
Climate Change (Possible scrutiny topic)	4th March 2008	Due to the scrutiny proposals above and to avoid duplication of work now the Energy Efficiency Project Group had been set up to evaluate the recommendations contained within the Energy Savings Trust Assessment, the Board agreed at its November Meeting to consider this item as a possible topic for scrutiny at a later date. A scrutiny proposal would need to be completed if the Board was minded to scrutinise this area.

Older People (Possible scrutiny topic – Councillor Mrs. Bunker)	TBC	Possible area to be scrutinised following outcome of a focus group to find out specific issues which may need to be scrutinised in future. A scrutiny proposal would need to be completed if the Board was minded to scrutinise this area.
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CURRENT SCRUTINY TASK GROUPS

Current Task Groups	Date Report Due	Other Information
Air Quality	-	Scrutiny Report approved by Board in December 2007. Cabinet expected to consider report at its meeting on 9th January 2008.
Public Transport - Buses	6th February 2008	Task Group established and Councillor B. Lewis F.CMI appointed as Task Group Chairman. Membership and Terms of Reference agreed July 2007. First Task Group Meeting held on 22nd August 2007 following the Scrutiny Training on 20th August 2007. Task Group has been granted one month's extension and work is to be completed no later than 21st January 2008 .
Refuse and Recycling	4th March 2008	Task Group established and Councillor C. R. Scurrill appointed as the new Task Group Chairman in October. Membership and Terms of Reference originally agreed July 2007. First Task Group Meeting held on 22nd August 2007 at 6pm following the Scrutiny Training on 20th August 2007. Due to change in Chairman, Task Group work is now due to be completed no later than 28th January 2008 .

SCRUTINY TASK GROUP REVIEWS

BDHT Task Group Review

The BDHT Task Group reconvened for a Review Meeting which was held on Tuesday 11th December 2007. Councillors Mrs. Boswell, McGrath and Peters were present along with the Strategic Housing Manager. An update was given to Members on what had happened since the Cabinet had approved the recommendations contained within the BDHT Scrutiny Report in December 2006.

Mr. Coel, Strategic Housing Manager, went through each recommendation in turn and provided Members with updates. All questions from Members relating specifically to the recommendations as well as more general questions relating to Strategic Housing and BDHT were answered.

It was noted that although there had been difficulties in the relationship between Bromsgrove District Council and BDHT previously, communication and understanding between the two organisations had improved significantly. Officers, including senior management from both this Council and BDHT, met on a regular basis and BDHT were now formally the Council's principal preferred partners with West Mercia Housing Group.

Task Group	Date of Review (when Task Group is due to reconvene)
Culture and Community Services	9th July 2007 - Task Group work complete -
Use of Consultants	24th July 2007 - Task Group work complete -
Bromsgrove District Housing Trust (BDHT)	11th December 2007 - Task Group work complete -
Flytipping	March/April 2008
Car Parking	March/April 2008
Watercourses	March/April 2008

Note: A seminar relating to the Local Government and Public Involvement in Health Bill 2006 will be held in the future covering key courses of action. This will be arranged once more is known on what the impact will be on overview and scrutiny committees.

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