



BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

MONDAY 27TH NOVEMBER 2017
AT 6.00 P.M.

PARKSIDE SUITE - PARKSIDE

MEMBERS: Councillors L. C. R. Mallett (Chairman), S. A. Webb (Vice-Chairman), C. Allen-Jones, C. J. Bloore, S. R. Colella, M. Glass, 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 30th October 2017 (Pages 1 - 10)
4. Footbridge Across A38 - Verbal update
5. Parking Enforcement in the Vicinity of Schools Task Group - Membership (Pages 11 - 12)
6. Cabinet Response to the Social Media Task Group (Pages 13 - 14)
7. Finance and Budget Working Group - Update
8. Measures Dashboard Working Group - Update
9. Task Group Updates

10. Worcestershire Health Overview and Scrutiny Committee - Update
11. Cabinet Work Programme (Pages 15 - 22)
12. Overview and Scrutiny Board Work Programme (Pages 23 - 28)
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

Parkside
Market Street
BROMSGROVE
Worcestershire
B61 8DA

16th November 2017



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BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

30TH OCTOBER 2017, AT 6.00 P.M.

PRESENT: Councillors L. C. R. Mallett (Chairman), S. A. Webb (Vice-Chairman),
C. J. Bloore, S. R. Colella, M. Glass, C.A. Hotham, R. J. Laight,
C. J. Spencer and M. Thompson

Observers: Councillors K. May, S. Shannon and L. Turner

Officers: Ms. J. Pickering, Ms. A. Scarce and Ms C. Welsh

48/17 **APOLOGIES**

Apologies for absence were received from Councillors C. Allen-Jones and P. L. Thomas.

49/17 **DECLARATIONS OF INTEREST AND WHIPPING ARRANGEMENTS**

Councillor C. A. Hotham declared an other disclosable interest in respect of Minute No. 52/17 as his wife was a GP. He left the room for this item and took no part in the debate.

50/17 **MINUTES**

The minutes of the meeting of the Overview and Scrutiny Board held on 18th September 2017 were submitted.

RESOLVED that the minutes of the meeting of the Overview and Scrutiny Board held on 18th September 2017 be approved as a correct record.

51/17 **CENTRES STRATEGY - PRE-SCRUTINY**

The Portfolio Holder for Economic Development, the Town Centre and Strategic Partnerships reminded Members that they had received a summary of the Centres Strategy at the previous meeting and they now had before them the full document. It was highlighted that whilst the strategy covered seven specific centres, it could be adapted to take account of the changing landscape of the District and would be reviewed in 3 years.

Members discussed a number of areas in more detail, including:

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- Whether consideration had been given to re-developing some areas of Bromsgrove centre for town living. The Portfolio Holder responded that this was something which was being considered, with particular reference to areas above the shops, although some resistance to this had been met, it was an ongoing piece of work.
- Concerns were raised that there was no mention of Aston Fields within the Strategy. The Portfolio Holder responded that this would be considered as part of the review. The Centres Manager role had made specific reference to the seven centres highlighted in the Strategy; however this did not mean that she did not provide support to the remaining centres, where possible.
- Whether a strategy covering 3 years was sufficient time in light of the significant body of work which needed to be done. The Portfolio Holder responded that it was a realistic rolling programme and that it was in line with the 3 year contract of the Town Centres Manager.
- Development opportunity sites and the inclusion of the Recreation Ground – it was explained that this referred to improvements rather than development, following the completion of the retirement village. It was suggested that this needed to be made clearer as it may be misunderstood by anyone reading it.
- Evidence to back up the low number of void rates – it was confirmed that this currently stood at 12.
- Connecting the station to the Town Centre and available funds to support this.
- The production of the strategy as a document and the procurement process which had been followed. Members were disappointed that this had not been produced by a local photographer.

There were a number of typographical errors which it was noted would be corrected.

Following discussion on the Centres Strategy the Board further discussed the access between the station and the Town Centre. It was noted that there had been an article in the local press in respect of a new connecting bridge which would be built at Bant Mill Road. Concerns were raised in respect of how this decision had been reached and what involvement, if any the District Council had had. It was disputed as to whether this was the quickest route from Aston Fields to the Town Centre and a number of Members believed that the junction which accessed the Industrial and Business parks further along would be a much more suitable site for a new footbridge as this junction was also used for accessing local schools.

It was confirmed that this project was the result of funding from Central Government being made available. During the debate a number of areas were discussed:

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- The distance, using the proposed footbridge to access the station and whether this was the shortest route to the Town Centre.
- Whether the Portfolio Holder had been consulted on the location of the bridge – it was confirmed that she had not.
- Whether the District would need to make any contribution to the cost of the new footbridge – it was confirmed that they had not been asked to.
- Whether this project would have an adverse effect on other projects within the district.
- Whether there had been or would be a consultation of residents to see whether this was what they wanted/needed.

Members went on to discuss a number of issues in respect of the A38, including a suggestion which had been made to make the section where the new footbridge was proposed dual carriage way. Members could not understand how this could be done without removing the sound barrier, which would not be acceptable to residents. Concerns were raised that there appeared not to be any joined up thinking between the County and District Councils. Officers advised that the Board were able to scrutinise areas which were outside of the District's control, particularly where there was an impact on its residents. If appropriate, a representative from Worcestershire County Council could be invited to a future meeting to discuss how this decision had been reached.

RESOLVED that

- 1) the Centres Strategy be noted; and
- 2) a briefing paper be prepared by officers covering the areas discussed in the pre-amble above in respect of the proposed footbridge on the A38 be presented to a future meeting on the Board.

52/17

HOSPITAL CAR PARKING CHARGES - ADDITIONAL INFORMATION

Officers reminded Members that this information had been requested following a notice of motion from Council which had been referred to the Board for further consideration. The briefing paper set out a brief outline of the car parking system and charges applicable at hospital run by the Worcestershire Acute Hospitals Trust (WAHT). It also provide details of the concessionary scheme in place and comparative data in respect of car parking charges made by a number of other Hospital Trusts.

Whilst considering the information Members discussed a number of areas in detail:

- That the concessionary charges appeared not to be well publicised – it was confirmed that these were now included on the car park signage and that more details were available from the relevant Wards.
- The lack of information in respect of the breakdown of income received from the car parks and detail in respect of the PFI contract.

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- The option for the Board to write to the Secretary of State airing its concerns around car parking charges being used to top up hospital budgets which were under significant pressure.
- This was a problem which was not unique to Worcestershire.
- The need for a breakdown of the ongoing maintenance costs associated with the car parks.

Officers advised the Board that there were a number of ways in which it could approach any investigation including a Board investigation, a short sharp review or a task group. It was in Members' gift to decide how best to approach this. Members discussed how to approach the investigation in light of the initial notice of motion. It was agreed that further information would help shape that decision and it was therefore suggested that a small group of Board Members work with officers to formulate report setting out the additional information detailed above and further options available to the Board following receipt of that information.

RESOLVED that a Board investigation, led by Councillors Bloore, Colella, Thompson and Webb be undertaken, supported by Officers, with a view to an initial report being brought to the December meeting of the Board for further consideration.

(During consideration of this item Councillor C. A. Hotham declared an other disclosable interest as his wife was a GP. He left the room for this item and took no part in the debate).

53/17

PLANNING BACKLOG DATA UP TO 30TH SEPTEMBER 2017

The Chairman reminded Members that this information had originally been provided due to concerns raised following the Planning Department being in designation. It had been agreed that the Portfolio Holder and Officers no longer needed to attend to present this information, but if needed would be invited in to the following meeting. The Board had also reduced the number of reports received to bi-annually and had not asked for any further information.

Members discussed whether it was necessary for this item to remain on the Board's Work Programme and agreed that as the information was prepared for other purposes that the data would be sent out to Members prior to a Board meeting and if Members had any particular concerns then it could be placed on the agenda on an ad hoc basis.

RESOLVED that the Planning Backlog Data up to 30th September be noted.

54/17

RECOMMENDATION TRACKER

The Recommendation Tracker provided Members with an update on recommendations which it had made and progress on their implementation. The majority of these related to the work of the Finance

and Budget Working Group and as such the Executive Director, Finance and Resources provided an update and responded to questions from Members. Particular reference was made to the recommendations in respect of Virements and it was confirmed that these had been agreed by Cabinet and further considered by the Finance and Budget Working Group, when further changes had been made. Those changes would be picked up by the Portfolio Holder for Finance and Enabling when the report was presented to Council in November.

Members also asked for an update in respect of the recommendation from the Finance and Budget Working Group which referred to the services of an external commercial organisation being used in order to review the management structure of the Council. The Executive Director, Finance and Resources confirmed that she would speak to the Chief Executive requesting a response in respect of this item.

In respect of the recommendations from the Evening and Weekend Car Parking Task Group, the Deputy Leader and Portfolio Holder for Economic Development, Town Centre and Strategic Partnerships advised Members that 2020 Consultants were currently undertaking a review of car parking, which included a survey and public meeting, which was due to be held on 4th November in the Library. She hoped to feedback the findings of this consultation within 4-6 weeks of its completion.

The Chairman of the Staff Survey Joint Task Group advised Members that in respect of the recommendations from that Group, both the Chairman and Vice Chairman had been invited to attend a presentation from the company formulating the next Staff Survey, in line with one of the recommendations.

55/17

PARKING ENFORCEMENT IN THE VICINITY OF SCHOOLS - TOPIC PROPOSAL

The Chairman invited Councillor Bloore to present his topic proposal and reminded Members that he had at the previous meeting, been appointed as Chairman of this Task Group.

Members were asked to confirm their agreement to the terms of reference in order for the next stage of the investigation to commence. It was agreed that the work of the Task Group would commence in January/early February 2018 and Members, who were not Members of the Cabinet would be invited to join the Task Group, with a maximum of 7 including the Chairman and should there be interest in excess of this, membership be on a "first come first served" basis. It was noted that Councillors R. Dent, S. Colella, S. Shannon and C. Spencer had already shown an interest in joining this Task Group.

The Portfolio Holder, Economic Development, Town Centre and Strategic Partnership gave support to the proposal as she was keen to ensure that the Enforcement Officers were utilised on a needs basis.

RESOLVED:

- a) that the Overview and Scrutiny Board agree the terms of reference for the Car Parking Outside Schools Task Group; and
- b) Officers canvass membership of the Task Group with a view to the investigation commencing in January/February 2018.

56/17

SOCIAL MEDIA TASK GROUP - DRAFT FINAL REPORT

Councillor R. Laight as Chairman of the Social Media Task Group introduced the report and in so doing thanked the Members of the Task Group and in particular Councillor Thompson who had acted as Vice Chairman in his absence. The aim of the Task Group had been to investigate how social media was used by both the Council and Members. The Group had met with a number of witnesses and had received a wide range of information from them. The Council's Communications Manager had been very supportive and showed a great knowledge of the use of social media and its pitfalls. It was important that Members were trained in how to use it appropriately to ensure they were aware of the legal implications of any comments made through it. The importance of isolating the use of social media for their personal lives and for their role as Councillors was something which had been debated at some length. There were also a number of areas which the Task Group felt warranted further consideration and this had included the Council providing, perhaps through working with partners, training opportunities for residents and in particular those which were more vulnerable.

Following presentation of the report Members discussed a number of areas included within it, particularly the live streaming of meetings and how this would work. Officers explained that this could already be done and had been on occasion, by attendees at public meetings and therefore by the Council carrying this out it gave more control around what would be presented in the public domain. Although it was stressed, that it was not envisaged that a whole meeting would be live streamed, more around a specific agenda item which could be of particular public interest. This would give scope for a wider audience to access the work of the Council as it happened.

RECOMMENDED to Cabinet that

- 1) the Council should promote its meetings through social media in order to engage with residents;
- 2) the Council should consider a trial of the live streaming of particular items/meetings of interest to residents through Facebook;
- 3) a) the Council's Social Media policy be reviewed with the emphasis on providing guidance for officer use;
b) a separate section be included which is dedicated to guidance for Members' use of social media; and

- c) Members of the Task Group assist with the section in respect of guidance for Members' use.
- 4) an area be created on the Measures Dashboard dedicated to data in respect of access to the Council's social media accounts in order to measure its usage; and
- 5) as part of the Member Induction Programme a workshop type training session be provided for Members, covering the following areas:
 - a) An introduction to Social Media on an iPad; and
 - b) Any legal implications of Members' use of social media and how to keep safe.

57/17

FINANCE AND BUDGET WORKING GROUP - UPDATE

The Board was advised that as the Finance and Budget Working Group had not had a meeting in time to consider the report in respect of the Medium Term Financial Plan 2018/19 – 201/22 Budget Assumptions it had been included within the agenda as a supplementary item for the Board to consider.

The Executive Director, Finance and Resources presented the report and in so doing highlighted a number of areas, including the assumptions made in respect of:

- Council Tax
- Pay inflation
- Superannuation Rates
- Price Inflation
- Discretionary Fees and Charges (2.8% customer price inflation had been used for this). Any areas which deviated from this would be asked to give an explanation of the reasoning behind this.

It was explained that Service Managers had also been asked to analyse their current fees and charges taking into consideration cost recovery, current usage/demand with a view to optimising income to the Council. The fees and charges report would be considered by the Finance and Budget Working Group at one of its forthcoming meetings.

The Executive Director, Finance and Resources took the opportunity to provide Members with an update in respect of the proposed Worcestershire Pilot Business Rates Pool, for which delegated authority had been granted to the Group Leaders at the previous Council meeting. Worcestershire had made a proposal to amend the percentage split of the funds from this, however all the Districts had successfully opposed this and the original split of 50% to districts, 49% to Worcestershire County Council and 1% to the Fire Authority had been included in the proposal which had been submitted by the due date of 27th October 2017.

Members discussed a number of other areas in more detail, including:

- The level of borrowings – these had been agreed at the last full Council meeting.
- Savings associated with Burcot Lane and the impact of any changes in respect of local authority investments. It was confirmed that currently there were no planned investments, but any coming forward would take account of any pending changes. It was believed that these referred to local authorities who were investing outside of their own areas.
- The level of surplus which had been more than anticipated on a number of occasions and the impression this gave to residents when fees and charges were being increased.
- The impact of the increase on Council Tax of £5 as opposed to 1.99% - the Executive Director, Finance and Resources agreed to provide the exact figures to Members outside of the meeting.

Following discussion of the report the Chairman gave a brief outline of the areas covered by the Finance and Budget Working Group since the last Board meeting. This included further work in respect of shared services, cost allocations, commercialisation and Financial Strategy, procurement regulations and a budget timeline for future meetings.

58/17

MEASURES DASHBOARD WORKING GROUP - UPDATE

Councillor Webb, as Chairman of the Measures Dashboard Working Group advised Members that the Group's work was progressing well and had arranged a further meeting in November. The Group also planned to meet with Redditch Members in January to look at the potential for joint working and in particular the recommendation from the Staff Survey Joint Scrutiny Task Group.

It was also noted that Members would shortly be receiving an email from IT in respect of accessing the Dashboard on iPads following a trial which had been undertaken by Members of the Group.

59/17

TASK GROUP UPDATES

CCTV Short Sharp Review

Councillor Colella, as Chairman of the Review advised that the Group had planned on inviting a number of key witnesses to future meetings, including the Police and Crime Commissioner. However, following receipt of information in respect of a review of CCTV undertaken by the Police and Crime Commissioner, this had been delayed until further detail in respect of that review had been received. It was understood that funds would be made available to the Council, but these would be limited and have a number of caveats attached to them.

At its most recent meeting the Group had discussed a number of alternative options, which would help formulate recommendations to be

included in its final report, which it was anticipated would be completed in January.

60/17

WORCESTERSHIRE HEALTH OVERVIEW AND SCRUTINY COMMITTEE - UPDATE

Officers advised Members that due to other commitments Councillor Webb had asked to step down from her role as representative on the Worcestershire Health Overview and Scrutiny Committee (HOSC).

Officers informed Members that this was a role which ordinarily was appointed by the Leader at Council but needed to be a Member of the Board. In the circumstances the Leader had advised Officers that he was happy for the Board to make this appointment and for it to be reported to Council at the November meeting. It was confirmed that the HOSC met on a monthly basis and the meetings were held during the day time.

The Chairman asked for nominations and following a brief discussion it was

RESOLVED that Councillor Charles Hotham be appointed at the Board's representative on the Worcestershire Health Overview and Scrutiny Committee with immediate effect.

61/17

CABINET WORK PROGRAMME

The Board considered the content of the Cabinet Work Programme for the period 1st November 2017 to 28th February 2018; however Officers advised that there had been a more up to date version published that day, which included a number of additional items. It was confirmed that a number of those in relation to finance would be considered by the Finance and Budget Working Group.

Following discussion the Board requested the opportunity to consider the Local Development Scheme – District Review Timetable and the Allocation of Homelessness Grant Funding 2018/19 at its December meeting.

Although not on the Cabinet Work Programme, Members also showed an interest in receiving information on the Disabled Facilities Grant and it was confirmed that this was also an item on the work programme of the Finance and Budget Working Group.

62/17

OVERVIEW AND SCRUTINY BOARD WORK PROGRAMME

Officers confirmed that the Work Programme would be updated in line with the areas discussed during the meeting. It was also highlighted that the Industrial Units Investment Outline Business Case had been put back and would now be received at Cabinet in January and therefore, would be put back on the Board's Work Programme to December.

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30th October 2017

The meeting closed at 8.10 p.m.

Chairman

OVERVIEW & SCRUTINY BOARD 22nd November 2017

PARKING ENFORCEMENT IN THE VICINITY OF SCHOOLS TASK GROUP

Relevant Portfolio Holder	Councillor K. May
Portfolio Holder Consulted	Yes
Relevant Head of Service (for Overview and Scrutiny)	Claire Felton – Head of Legal & Democratic Services
Wards Affected	All
Ward Councillor Consulted	Not at this stage
Non-Key Decision	

1. SUMMARY OF PROPOSALS

- 1.1 At the most recent meeting of the Overview and Scrutiny Board held on 30th October, the Parking Enforcement in the Vicinity of Schools Task Group's terms of reference were agreed and officers were asked to canvass interest from Members (who were not Members of the Cabinet) in joining this Task Group

2. RECOMMENDATIONS

- 2.1 **Members are requested to agree the Membership of the Parking Enforcement in the Vicinity of Schools Task Group.**

3. KEY ISSUES

Officers invited all Members (other than those who were Members of the Cabinet) if they wished to join the above Task Group. A deadline for responses was set for 4.00 pm on Thursday 9th November. It is now confirmed that the following Members have shown an interest in joining this Task Group and the Board are asked to confirm the Membership as detailed below:

Councillor C. Bloore (Chairman)
 Councillor R. Dent
 Councillor S. Colella
 Councillor S. Shannon
 Councillor C. Spencer

Financial Implications

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

OVERVIEW & SCRUTINY BOARD 22nd November 2017

Legal Implications

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

Service / Operational Implications

- 3.3 An Overview and Scrutiny Topic Proposal Form relating to car parking outside schools has been completed by Councillor Chris Bloore.
- 3.4 This was agreed by the Board, and Officers have been asked to canvass all Members (other than those who are Members of the Cabinet) in order for the Task Group to be established.
- 3.5 The Board at its previous meeting agreed that the investigations would take place in late January/early February 2018 and were expected to take between 3 and 6 months.

Customer / Equalities and Diversity Implications

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

4. RISK MANAGEMENT

- 4.1 None for the purpose of this report.

5. APPENDICES

None

6. BACKGROUND PAPERS

None

7. KEY

None

AUTHOR OF REPORT

Name: Amanda Scarce – Senior Democratic Services Officer
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Cabinet Response to the Social Media Task Group Recommendations

The Cabinet welcomed the recommendations of the Task Group; following discussions with the Communications Manager the following timescales have been set in respect of implementing the recommendations:

Recommendation 1

That the Council should promote its meetings through social media in order to engage with residents.

Cabinet were in agreement with this recommendation.

Implementation – following discussions with the Communications Manager it was agreed that this would take place with immediate effect.

Recommendation 2

That the Council should consider a trial of the live streaming of particular items/meetings of interest to residents through Facebook.

Cabinet were in agreement with this recommendation.

Implementation – following discussions with the Communications Manager, it was agreed that the first trial would be at Council on 24th January 2018, with the specific item being agreed with the Portfolio Holder.

Recommendation 3

- (a) that the Council's Social Media policy be reviewed with the emphasis on providing guidance for officer use;
- (b) that a separate section be included which is dedicated to guidance for Members' use of social media; and
- (c) that Members of the Task Group assist with the section in respect of guidance for Members' use.

Cabinet were in agreement with this recommendation.

Implementation – following discussions with the Communications Manager it was agreed that this review would commence within the next six months.

Recommendation 4

That an area be created on the Measures Dashboard dedicated to data in respect of access to the Council's social media accounts in order to measure its usage.

Cabinet were in agreement with this recommendation.

Implementation – a format which met the needs of both officers and Members would be discussed over the next few weeks, with a draft being given to members of the Task Group to see if it meets their needs and then with a view to it being provided for Members on a quarterly basis.

Recommendation 5

That as part of the Member Induction Programme a workshop type training session be provided for Members, covering the following areas:

- (a) An introduction to Social Media on an iPad; and
- (b) Any legal implications of Members' use of social media and how to keep safe.

Cabinet were in agreement with this recommendation.

Implementation – this training would be included in the new Members' Induction Programme for 2019/20.

CABINET LEADER'S WORK PROGRAMME

1 DECEMBER 2017 TO 31 MARCH 2018

(published 1 November 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 (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
Supplementary Planning Document Consultation – Good Design	Cabinet	6 December 2017	Report of the Head of Planning and Regeneration	Mike Dunphy 01527 881325 Councillor C. B. Taylor
Fees and Charges 2018/19	Cabinet	6 December 2017	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor B. T. Cooper
Anti-Social Behaviour, Crime and Policing Act 2014 (Implementation of Provisions)	Cabinet (potential recommendations to Council)	6 December 2017	Report of Head of Community Services	Judith Willis/Bev Houghton 01527 587094 Councillor M. A. Sherrey
Industrial Units Investment Outline Business Case	Cabinet (Potential recommendations to Council, may be an Exempt item)	6 December 2017	Report of the Chief Executive	Dean Piper 01562 732192 Councillor K. J. May
Finance Monitoring and Efficiency Plan Update Q2 2017/18	Cabinet	6 December 2017	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor B. T. Cooper

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
Performance Report	Cabinet	6 December 2017	Report of the Head of Transformation and Organisational Development	Deb Poole 01527 881256 Councillor G. N. Denaro
Bromsgrove Sports and Physical Activity Strategy	Cabinet	10 January 2018	Report of the Head of Leisure and Culture	John Godwin 01527 881762 Councillor P. J. Whittaker
Allocation of Homelessness Grant Funding 2018/19	Cabinet	10 January 2018	Report of the Head of Community Services	Derek Allen/Amanda Glennie 01527 881278 Councillor C. B. Taylor
Flexible Homelessness Support Grant	Cabinet	10 January 2018	Report of the Head of Community Services	Derek Allen/Amanda Glennie 01527 881278 Councillor C. B. Taylor
Review of the Capital Programme	Cabinet (with recommendations to Council)	10 January 2018	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor B. T. Cooper
Medium Term Financial Plan	Cabinet	10 January 2018	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor B. T. Cooper

Decision Including Whether it is a Key Decision	Decision Taker including Details of Exempt Information (if any)	Date of Decision	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Council Tax Base 2018/19	Cabinet	10 January 2018	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor B. T. Cooper
CCTV Short Sharp Review	Cabinet	10 January 2018	Report of the Head of Legal, Equalities and Democratic Services	Amanda Scarce 01527 881443 Councillor M. A. Sherrey
Risk Management Strategy Page 20	Cabinet (recommendations to Council)	10 January 2018	Report of the Executive Director of Finance and Resources	Jayne Pickering 01527 881400 Councillor B. T. Cooper
Local Development Scheme – District Plan Review Timetable	Cabinet (recommendations to Council)	10 January 2018	Report of the Head of Planning and Regeneration	Mike Dunphy 01527 881325 Councillor C. B. Taylor
Medium Term Financial Plan	Cabinet (recommendations to Council)	7 February 2018	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor B. T. Cooper
Treasury Management Strategy 2018/19 to 2021/22	Cabinet	7 February 2018	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor B. T. Cooper

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
Performance Report	Cabinet	7 February 2018	Report of the Head of Transformation and Organisational Development	Deb Poole 01527 881256 Councillor G. N. Denaro

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OVERVIEW & SCRUTINY BOARD

WORK PROGRAMME

2017/18

RECOMMENDATION:

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

ITEMS FOR FUTURE MEETINGS

Date of Meeting	Subject	Additional Information
27/11/17	Working Group Updates – Finance & Budget Measures Dashboard	
	A38 Footbridge Briefing Paper	Requested following discussions at the Board meeting held on 30/10/17
	Task Group/Short Sharp Review Updates	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme	
	O&S Board Work Programme	
11/12/17	Local Development Scheme – District Plan Review Timetable (pre-scrutiny)	Picked up from Cabinet Leader’s Work Programme 30/10/17
	Industrial Units Investment Outline Business Case	Picked up from Cabinet Leader’s Work Programme 13/06/17
	Hospital Car Parking Charges – Board Investigation (Led by Councillor C. Bloore)	Requested following notice of motion at Council 19/07/17
	Working Group Updates: <ul style="list-style-type: none"> • Finance & Budget • Measures Dashboard 	
	Task Group/Short Sharp Review Updates: <ul style="list-style-type: none"> • CCTV Short Sharp Review • Parking Enforcement in the Vicinity of Schools Task Group 	
	WCC Health Overview & Scrutiny Committee – update from Representative	

Agenda Item 12

Date of Meeting	Subject	Additional Information
	Cabinet Leader's Work Programme	
	O&S Board Work Programme	
15/01/18	Working Group Updates – Finance & Budget Measures Dashboard	
	CCTV Short Sharp Review Report	
	Task Group/Short Sharp Review Updates: <ul style="list-style-type: none"> • CCTV Short Sharp Review • Parking Enforcement in the Vicinity of Schools Task Group 	
	O&S Recommendation Tracker	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader's Work Programme	
	O&S Board Work Programme	
12/02/18	Working Group Updates – Finance & Budget Measures Dashboard	
	Task Group/Short Sharp Review Updates: <ul style="list-style-type: none"> • CCTV Short Sharp Review • Parking Enforcement in the Vicinity of Schools Task Group 	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader's Work Programme	
	O&S Board Work Programme	
26/03/18	Working Group Updates – Finance & Budget Measures Dashboard	
	Task Group/Short Sharp Review Updates: <ul style="list-style-type: none"> • Parking Enforcement in the Vicinity of Schools Task Group 	
	Scrutiny of the Crime and Disorder Partnership.	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader's Work Programme	
	O&S Board Work Programme	
23/04/18	Overview & Scrutiny Board Annual Report and Review of the Work of the Board (including the role of the working	

Date of Meeting	Subject	Additional Information
	groups).	
	Task Group/Short Sharp Review Updates: <ul style="list-style-type: none"> • Parking Enforcement in the Vicinity of Schools Task Group 	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme	
	O&S Board Work Programme	

The Board have been asked to consider the following item at either its January or February 2018 meeting (with all Members being invited to attend):

- Safeguarding and Early Help – an Overview of the Worcestershire County Council Priority Plan.

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 by Finance & Budget Working Group on 9 th November 2017)) |
| 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) |

Planning Backlog Data

With effect from 30th October 2017 to be circulated to Members of the Board and if they have any concerns to notify Democratic Services Officer and ask for it to be placed on the agenda for a future meeting:

31st March - to be received at April/May meeting
30th September - to be received at October/November meeting

Scrutiny of Crime & Disorder Partnership

The Board must hold at least one meeting at which it considers the scrutiny of Crime and Disorder Partnership (last done on 27th March 2017).

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

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

When considering topics for investigations Members may wish to take into account the Council's Strategic Purposes as detailed below:

Our Strategic Purposes for Bromsgrove



Help me to live my life independently

Help me to be financially independent

Keep my place safe & looking good

Help me find somewhere to live in my locality

Provide good things for me to see, do & visit

Help me run a successful business

Support services enable us to deliver our purposes

Bromsgrove District Council
www.bromsgrove.gov.uk

For more information view the Council Plan at:
<http://www.bromsgrove.gov.uk/cms/council-and-democracy/council-plan.aspx>

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