



BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

MONDAY 18TH JUNE 2018

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, R. J. Deeming, M. Glass, C.A. Hotham, R. J. Laight, 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 24 May 2018. (Pages 1 - 14)
4. Scrutiny of the Crime and Disorder Partnership (Pages 15 - 28)
5. Recommendations Tracker (Pages 29 - 44)
6. Finance and Budget Working Group - Update
7. Corporate Performance Working Group - Update
8. Task Group Updates

CCTV Short Sharp Review

Road Safety Around Schools Task and Finish Group

Hospital Carparking Board Investigation

9. Worcestershire Health Overview and Scrutiny Committee - Update
10. Cabinet Work Programme (Pages 45 - 54)
11. Overview and Scrutiny Board Work Programme (Pages 55 - 60)
12. To consider any other business, details of which have been notified to the Head of Legal, Equalities and Democratic Services prior to the commencement of the meeting and which the Chairman, by reason of special circumstances, considers to be of so urgent a nature that it cannot wait until the next meeting.

K. DICKS
Chief Executive

Parkside
Market Street
BROMSGROVE
Worcestershire
B61 8DA

7th June 2018



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BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

24TH MAY 2018, AT 6.00 P.M.

PRESENT: Councillors L. C. R. Mallett (Chairman), S. A. Webb (Vice-Chairman), S. R. Colella, M. Glass, R. J. Laight, P.L. Thomas, M. Thompson (Substitute) and R. J. Deeming

Observers: Councillor K. May, Deputy Leader and Portfolio Holder for Economic Development, Councillor S. Shannon, Councillor C.B.K. Taylor, Portfolio Holder for Planning Services and Strategic Housing, Councillor P. Whittaker, Portfolio Holder for Community Safety and Leisure and Cultural Services and County Councillor K. Pollock, Cabinet Member for Economy and Infrastructure (Worcestershire County Council), Ms. K. Hanchett (Worcestershire County Council) and Ms. L. Humphries.

Officers: Ms. R Bamford, Mr J. Godwin, Ms. L. Morris, Ms. J. Pickering Ms. A. Scarce and Mr. R. Williams (Worcestershire Regulatory Services).

1/18 **ELECTION OF CHAIRMAN**

A nomination for the position of Chairman was received in respect of Councillor L. C. R. Mallett

RESOLVED that Councillor L. C. R. Mallett be appointed as Chairman of the Board for the ensuing municipal year.

2/18 **ELECTION OF VICE CHAIRMAN**

A nomination for the position of Vice Chairman was received in respect of Councillor S. A. Webb.

RESOLVED that Councillor S. A. Webb be appointed Vice Chairman of the Board for the ensuing municipal year.

3/18 **APOLOGIES FOR ABSENCE AND NAMED SUBSTITUTES**

Apologies were received from Councillor C. Allen-Jones, C. Bloore and C.A Holtham.

The Board was advised that Councillor R. Dent was attending as substitute for Councillor C. Allen-Jones and Councillor M. Thompson was attending as substitute for Councillor C. Bloore.

4/18 **DECLARATIONS OF INTEREST AND WHIPPING ARRANGEMENTS**

There were no declarations of interest or whipping arrangements.

5/18

TO CONFIRM THE ACCURACY OF THE MINUTES OF THE MEETING OF THE OVERVIEW AND SCRUTINY BOARD HELD ON 23 APRIL 2018

It was noted that the apologies from the meeting on the 23 April 2018 had been recorded twice in the minutes.

In response to concerns regarding the complexity of the presentation on Safeguarding and Early Help received at the previous meeting it was confirmed that if Members had any outstanding queries regarding the matter, questions could be forwarded to the relevant County Council Officers for a response.

RESOLVED that the minutes of the meeting of the Overview and Scrutiny Board held on the 23 April 2018 be approved as an accurate record.

6/18

SPORTS HALL OPTIONS APPRAISAL - PRE SCRUTINY

John Godwin, Head of Leisure and Cultural Services introduced the report which included three recommendations. Members had requested that Officers commission an options appraisal to look at the feasibility of developing a dedicated sports hall offer on School Drive and this report detailed the journey that the Council had been on to date, potential timescales for the various options put forward, and the financial, service/operational and legal implications. The Council had requested that Mace complete the options appraisal.

In response to Members' queries as to whether it had been agreed that a Sports Hall was required on site or not, the Head of Leisure and Cultural Services explained that the recommendations in the report were all progressive. The recommendations at 2.1.2 and 2.1.3 would both require the same process but if recommendation 2.1.4 was taken forward then none of the options for a Sports Hall would be progressed and the original decision from 2014 would be implemented.

Ms Louise Humphries, a member of the public, was invited to share her views on the matter. She raised concerns about the costs quoted in the Mace report compared to those in the Sports England affordable model report. It was queried if an invitation to tender had been made.

The Head of Leisure and Cultural Services confirmed that there would be a procurement process should the scheme be progressed and that the figures within the MACE report were based on square meter rates and recently commenced schemes. Recommendation 2.1.2 would start the process of detailed design and test the price with the market. For this to take place the Capital Programme would need to increase by £180k.

Ms Humphries expressed concern that, based on the Mace study a decision would be made that the project was too expensive and reassurances were sought that the Council was seeking value for money. She was concerned that a number of high comparative costs

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were referred to in the Mace study compared to the Sports England report, including the cost of contingencies.

In response Ms Humphries was referred to the answer provided at Full Council on the 24th April which addressed these concerns and overviewed the differences within the documents. The Head of Leisure and Cultural Services clarified that capital funding of £600k would be needed to complete Phase 2 (demolition) and Phase 3 works (car parking) which had been approved by the Council in its 1st June 2014 Dolphin Centre Replacement – Financial Update report.

Members queried the emphasis on soft play in the business case and the Head of Leisure and Cultural Services clarified that soft play provision would make up part of the income stream of up to £50k. There was no other soft play centres in the town and the Council had been looking for something to support the Sports Hall offer which could generate approximately £20k.

Members raised concerns that by including potential costs in the Mace report this could prejudice the procurement process.

The Head of Leisure and Cultural Services referred to the complexities of the local government procurement process, with budgets being set out in the Council's capital programme. These figures acted as a benchmark but the market would be asked to bid for the project and it was hoped that as many builders as possible would do so.

In response to queries regarding the future management model, the Head of Leisure and Cultural Services stated that the assumption was that SLM would manage the site and would do so as part of the existing contract although the contract would need to be remodelled and the Council would receive some uplift in return to contribute to the potential borrowing. If the site was operated separately this could potentially impact on profits as there would need to be separate staffing, booking arrangements and pricing structures for example. An alternative provider would therefore create additional costs which would impact on the level of prudential borrowing that could be achieved. To achieve an economy of scale it would be more advantageous to use the management at the main centre as this would maximise the level of borrowing available to the Council.

Members discussed the affordability of a sports hall and it was suggested from the information put forward that the Council could not afford to build a new sports hall as it had a responsibility to all the residents of Bromsgrove.

The Head of Leisure and Cultural Services clarified that the figures in the Mace report were indicative to provide a guide as to whether the scheme could be progressed or not.

Members referred to the need to determine if the Council wished to go ahead with a sports hall or not. The Chairman suggested that the Board should recommend that Cabinet determine if a Sports Hall was needed or not and seek other quotes. Members went on to question the need for a Sports Hall, the demand for a Sports Hall, together with the impact on health, businesses and livelihoods and the gap in the market for soft play. It was suggested that a full debate should be held at Council on whether to progress the Sports Hall or not.

The Head of Leisure and Cultural Services referred to recommendation 2.1.2 of the report which would involve going to market and getting prices which would enable a decision regarding Sports Hall provision at the Full Council meeting on the 21 November 2018. This recommendation would result in £180k cost being committed. If the decision was made not to commence with the Sports Hall then this £180k would be treated as revenue and not capital.

The Portfolio Holder for Community Safety and Leisure and Cultural Services explained that the item was on the agenda for Cabinet and would go on to Council for discussion.

In response to Members' queries regarding the use of the Sports Hall, it was confirmed by the Head of Leisure and Cultural Services that following the closure of the old Sports Hall, the vast majority of users had found alternative venues and a breakdown of the figures could be provided. It was stated that in the first quarter of 2018 the percentage occupancy of the site was 31%.

Ms Humphries referred to the difficulties in finding suitable alternative venues in Bromsgrove and explained that wheelchair users had struggled to find accessible venues and had to wait in turn to use a lift. There had been a six week waiting list for birthday parties for example. People had to access facilities out of the area.

Following discussion it was agreed that the Board should note the report and that the issue should be discussed at Council where the final decision would be made.

RESOLVED that the Board note the contents of the report.

7/18

TRANSPORT REPORT - ADDITIONAL INFORMATION

The Chairman introduced the item and explained that the matter had been discussed at Worcestershire County Council (WCC). It was agreed that County Councillor K. Pollock, Cabinet Member for Economy and Infrastructure and Karen Hanchett, WCC Highways who were in attendance, be invited to join the discussion. Representatives from Whitford Vale Voice were also welcomed to the meeting.

Ruth Bamford, Head of Planning and Regeneration introduced the report by the retained Highways Consultants, Mott MacDonald. The report had

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been produced in response to the request from the Board to examine the study undertaken by JMP who were commissioned by WCC to examine the need for a Western Distributor/Bypass. The JMP report had concluded that the case for investing in the scheme was 'uncertain and not capable of being substantiated in the current circumstance.' The report undertaken by Mott MacDonald had not concluded if the bypass was needed or not but that there were gaps in the JMP report evidence.

The Chairman emphasised the need for the Board not to refer to individual planning applications when discussing the matter.

County Councillor Pollock referred to the delay between the JMP report which was completed in November 2015 and the Mott McDonald report. He did not agree with the conclusions in the Mott McDonald report and highlighted that in the interim the Local Plan and the County Council's Transport Plan had been agreed.

The Chairman referred to concerns that had been raised in 2016. There had been a consistent view that the review had been flawed as it had not taken the right approach or used the correct methodology and the document had been relied on to make decisions and LTP4 had not been supported, with constant and ongoing debate taking place regarding the matter.

In response to Members' queries, it was confirmed that Mike Dunphy, Strategic Planning Manager was working on a further report on behalf of the Board, which may take several more months to complete.

Members' referred to the Local Plan which had been adopted, taking into consideration the information available and expressed concern that it would be irresponsible to ignore the Mott McDonald report. It was felt that the District Plan should be based on valid information and any conflicting evidence needed to be addressed.

The Head of Planning and Regeneration clarified that the Local Plan had been adopted and the key was to ensure that the appropriate highways mitigation was in place. It was important to thoroughly understand the infrastructure as part of that work.

A Member referred to a scenario where by a new development had been agreed despite public concerns about the impact on the highway. In that case, the Member felt that WCC Highways had accepted, without question, the views of consultants which it was understood had been paid for by the developer to consider the mitigation required. The Chairman clarified that the JMP report had been funded by WCC and County Councillor Pollock confirmed that the JMP report was nothing to do with developers.

The Chairman suggested that the Strategic Planning Manager be asked to undertake the additional work recommended in the Mott McDonald report where possible. It was felt that the traffic model for Bromsgrove

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could not be relied upon and the evidence base for a Western Relief Road was called into question. It was acknowledged that some of the additional work would need to be commissioned.

Councillor C. B. Taylor, Portfolio Holder for Planning Services and Strategic Housing, commented that the issue should not be examined in isolation and suggested that the whole infrastructure needed to be considered.

The Chairman referred to the Barham report and explained that evidence from WCC had called the need for the Western Relief road into question but the evidence was not clear as to whether the road was needed or not. It was queried why the report had not examined local traffic congestion issues or look beyond 2023. It was important to understand the problem to develop the right solutions and to consider the options and costs.

County Councillor K. Pollock advised that there had been mass consultation on the LTP4 and a large number of differing views had been received and WCC had revised LTP4 as a result of that consultation.

The Portfolio Holder for Planning Services and Strategic Housing suggested that the Mott McDonald report should be shared with JMP, and that JMP be asked for their views on the report.

It was confirmed by Ms. Hanchett that the report had not been passed to JMP. WCC was however preparing information to feed into the report being written by the District's Strategic Planning Manager, on behalf of the Board.

In the course of the discussion Members commented that;

- The County Council had adopted the JMP report.
- The evidence and facts were unclear.
- Residents were raising concerns about continued log jammed traffic throughout the town.
- The Board should await the report of the Strategic Planning Manager and consider all options.
- The Chairman suggested that the Strategic Planning Manager should cover in his report the issues raised in the Mott McDonald report.

County Councillor Pollock expressed his sympathy for the local District Councillors and residents who experienced traffic issues. He referred to the Highways England M5 motorway project at junctions 1 and 2 and that there had been little regard for the impact on local areas when traffic had been diverted off the motorway. £3-4 million would be invested to improve Active Transport and there would be improvement to the A38.

The Head of Planning and Regeneration clarified that the Strategic Planning Manager was not a highways engineer. It had been suggested that the research was encompassed as part of the review plan and it was queried if the Board would not prefer a more holistic approach.

The Chairman referred to the fact that he had written to WCC in the early noughties around highways issues and that the JMP report had been produced many years later. There now needed to be a full report to answer the concerns raised by everyone. It needed to be established if public opinion reflected highways evidence and if any proposed projects could be affordable. It also needed to be clear if the concerns that Mott McDonald had raised were correct or not.

The Portfolio Holder for Planning Services and Strategic Housing again suggested that the report should be sent back to JMP and that they be asked to rectify the report that they produced and consider if the information was correct or not.

The Chairman reiterated that there needed to be an answer to the question of a relief road. It was suggested that JMP be asked to put together a new report responding to the questions raised.

RESOLVED that the Board note the Mott MacDonald report which will form part of the evidence base of the report on Transport issues to be shared with the Board at a later date.

8/18

AQMA REVOCATION AT HAGLEY (INCLUDING COSTS FOR ADDITIONAL MONITORING AND THE DATA REQUESTED AT COUNCIL)

Richard Williams, Senior Practitioner (Technical Pollution), Worcestershire Regulatory Services (WRS), introduced the report which included additional information requested by Members at the Overview and Scrutiny Board, Full Council and Leaders Group meetings, the costing for additional monitoring, and the most up to date Defra information. Key points included that;

- Defra's background maps of predicted PM2.5 concentrations based on monitoring across the country indicated that concentrations were well below the annual average EU limit value for PM2.5 (which is 25ug/m3).
- WRS did not draw conclusions on twelve months of results but considered results over three years. The minimal install period of monitoring equipment would therefore need to be three years and there needed to be continuous recording. The costs of maintaining equipment over this time period had to be considered.
- The levels had further dropped and there was a continuous improvement trend.

Councillor P. Whittaker, Portfolio Holder for Community Safety and Leisure and Cultural Services, explained that he concurred with the report and the figures within. The report included the most up to date figures; the costs associated with the new system and the close correlation between particulate levels and nitrate levels. The revocation of the AQMA in Hagley would not lesser monitoring of air quality, and other sites would also be monitored.

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Members raised the following points;

- The methodology used provided no bearing on the air quality at peak times. Particulate matter could be more toxic.
- Defra had a twenty five year plan and the MP Michael Gove had indicated that the Government was committed to providing funding.
- A google search had indicated that mobile testing equipment was available.
- The cost of mobile equipment was queried.

The Senior Practitioner responded that;

- Defra guidance was clear about the protocol that had to be followed and the equipment that could be used.
- Diffusion tubes provided good annual information.
- And continuous analysers provided the detailed information on peak time air quality analysis which members have request.
- The lack of approved mid-range monitoring systems had been raised at the DEFRA Air Quality Advisory Panel and recommendations made that they explore mid-range devices and the costs of deploying them. Kings College were examining the accuracy of devices. However no approval currently exists for such systems.
- Concerns had also been raised about the current level of funding for Air Quality Monitoring activities. Defra had been requested to re-open grant funding for monitoring work.
- Air Quality Monitoring had been undertaken continuously but there were concerns nationally that monitoring systems were not placed correctly and strategically.
- A paper would be shared by Public Health England on the matter in due course.
- Mobile equipment is available and accurate portable gas analysis systems that are DEFRA approved cost around £40 - £70k.

Councillor S. Shannon, who was attending as an observer, was invited to contribute to the discussion. He referred to;

- The change of focus to different types of pollutants over the years.
- That the levels of the pollutants were set too low for revocation of AQMA as UK air pollution was linked to 40,000 early deaths a year.
- The Government's air quality schemes were viewed as inadequate.
- In Hagley the levels exceeded 40 µgm-3 and it was therefore disturbing that the AQMA should be revoked. It was suggested that the decision should be put on hold until the MP Michael Gove introduced the next plan.
- Particulate matter measures were taken at Worcester City bus station. It was suggested therefore that similar equipment could be obtained in Bromsgrove and it was felt that the funds could be made available to do so.

Councillor K. May, Deputy Leader and Portfolio Holder for Economic Development, the Town Centre and Strategic Partnerships, queried the average results and what was meant by bias adjusted.

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The Senior Practitioner explained that the diffusion tubes had to be correlated as they could over read. The adjustment factor was 23%.

The Portfolio Holder for Community Safety and Leisure and Cultural Services clarified that the diffusion tubes overestimated compared to continuous analysers. There were three diffusion tubes in the continuous analyser and they overestimated levels by 23%.

The Senior Practitioner elaborated that;

- The uncorrected figures had been provided. These figures were averaged and multiplied by 0.77 to determine the biased adjusted result.
- There were two targets, 40 micrograms annually and 200 micrograms hourly.
- Tubes were put out for an entire month. During the month the chemical agents within them deteriorated, the performance of the tubes would drop so more reagent had to be used from the outset which resulted in the overestimate.
- In 1998 the results were very poor with an over 40% inaccuracy. The government had since funded more accurate analysers but funding had now dropped. Tube measurements were still being pushed but they still had inaccuracies.

In response to Members' queries, the Senior Practitioner confirmed that;

- There was no analysis of particulate matter in Worcestershire. Tubes could not be used to measure particulate matter. The only way to establish levels was to use the modelled values that Defra provided.
- There had been a study in Stoke Prior where concerns had been raised and three monitors had been co-located for a month. The PM10 levels were recorded at 14 micrograms which put some confidence in the mapping system used by Defra.
- It was not just traffic that influenced levels but also for example, the impact of solid fuel burners.
- In areas where there were high NO₂ and particulate matter levels the incidence of respiratory problems increased.
- Poor air quality could also be caused by weather conditions such as smog, particulates from vehicles and solid fuel stoves.

A Member raised concerns that the data for January – March 2018 was not yet available and requested sight of these.

The Portfolio Holder for Community Safety and Leisure and Cultural Services explained that both outstanding items had been addressed and there had been a steady decline in pollutant levels. The costs of hiring or buying new monitoring equipment for three years were similar at £46k and £47k. Monitoring would need to take place for at least four years for the purchase to have any advantage. In response to further comments from Board Members it was reiterated that the AQMA was based on twelve months of results so the additional three months of information

would be of no consequence. The figures showed a steady decline in pollutant levels and there was no reason why the AQMA could not be revoked.

The Senior Practitioner asked what Members wished to achieve by putting in place alternative monitoring equipment in Hagley. Cheaper monitoring systems were not approved by Defra and the results could not be recognised. The annual results could not justify Hagley being an AQMA area. Action plans would not be relevant in Hagley and maintaining an AQMA in the area would mean that attention would be diverted from other areas of the District. Worcestershire Regulatory Services were happy to undertake spot checks but the conclusions would be worthless.

RESOLVED that the updates be noted.

9/18

FINANCE AND BUDGET WORKING GROUP - UPDATE

It was agreed that the Finance and Budget Working Group should identify its own Chairman at its first meeting of the new municipal year.

RESOLVED:

- a) that the Board agree the terms of reference as attached;
- b) that Membership of the Working Group is to be made up of the following Councillors; Councillor L. Mallett, S. Colella, C. Hotham, R. Laight and P.Thomas; and
- c) that the Chairman of the Group be appointed at the next Working Group meeting.

10/18

MEASURES DASHBOARD WORKING GROUP - UPDATE

It was reported that as Councillor C. Spencer was no longer a Member of the Board she was unable to be a Member of the Working Group.

The Senior Democratic Support Officer explained that the Chief Executive had attended the last meeting of the Group and had made a number of suggestions including broadening the scope of the Group slightly which had resulted in suggested changes to the Group name and terms of reference. It was noted that the Group had a quorum of three Members so it would be helpful to fill the vacancy if possible.

Councillor S. Webb referred to the need to ensure that the Group was cross party and requested that expressions of interest be sent to Officers.

RESOLVED:

- a) that the revised terms of reference, including the change of name of the Working Group to the Corporate Performance Working Group be agreed;
- b) that Membership of the Working Group is made up of the following Councillors; Councillor S. Webb, C.Allen-Jones and R.J. Laight.; and

c) that the Chairman be determined at the next Group meeting.

11/18

TASK GROUP UPDATES

a **Topic Proposal**

The Senior Democratic Services Officer referred to the proposal document.

In the course of the discussion reference was made to the potential legal implications and the Chairman suggested that the item be placed on the Board's work programme to be picked up again at a later date.

Members' suggested that;

- The Board could take no further action.
- It was important not to make the same mistakes with other projects in the future.
- The Sports Hall issue was ongoing.
- Negotiations were ongoing.
- Legal implications had to be taken into account.
- The capacity of staff and the Board to take on the additional work also had to be considered.

RESOLVED that the item be placed on the Board's Work Programme for future consideration.

b **Road Safety Around Schools Task and Finish Group Membership**

The Senior Democratic Services Officer confirmed that Councillor Colella had stood down from the Group and Councillor P. McDonald had been appointed in his place.

A Member suggested that those wishing to join a Group should contact the appropriate Democratic Services Officer rather than Group Chairman and it was felt that this approach was sensible. It was noted that there was a further vacancy as Councillor Spencer had stood down from the Group.

RESOLVED That the Senior Democratic Services Officer would send an invite out to Members for expressions of interest to fill the gap on the Group as a result of Councillor Spencer stepping down.

CCTV Short, Sharp Review

Councillor Colella, reported that the Group had nearly concluded its investigations and would be holding its final meeting on the 30th May 2018.

Hospital Car Parking Board Investigation

The Senior Democratic Services Officer reported that the Group had recently met and discussed a number of issues with a representative from Worcestershire Acute Hospitals NHS Trust;

- The parking arrangements at the three hospital sites in Kidderminster, Redditch and Worcester.
- The car parking charges set by the Trust.
- The income from staff and visitor/patient parking charges and the maintenance and running costs of the car parks.
- The profits generated and
- How concessions were linked to patient pathways and depended on the frequency of hospital visits.

It had been suggested that the Members could meet again to consider;

- How car parking profits used by other Hospital Trusts and how hospital car parking was provided elsewhere.
- The national picture, including how the model in Scotland worked.

12/18

WORCESTERSHIRE HEALTH OVERVIEW AND SCRUTINY COMMITTEE - UPDATE

It was confirmed by the Senior Democratic Services Officer that the Worcestershire Health Overview and Scrutiny Committee had met since the last Board meeting and that there had been discussions regarding the Neighbourhood Teams.

RESOLVED that the minutes of the Worcestershire Health Overview and Scrutiny Committee be circulated to the Board when available.

13/18

CABINET WORK PROGRAMME

The Senior Democratic Services Officer confirmed that;

- The outcomes of the CCTV Short Sharp Review would be added to the Work Programme to go to the September Cabinet meeting.
- The Enterprise System Project Business Case could be considered by the Finance and Budget Working Group.
- The Transport Planning Review and Industrial Units Investment – Outline Business Case items would probably be put back until September 2018.
- The Anti-Social Behaviour, Crime and Policing Act 2014 item was already on the Board's Work Programme.
- Changes to Procurement Cards could be considered by the Finance and Budget Scrutiny Working Group.

RESOLVED that Bromsgrove Sports and Physical Activity Strategy would be added to the Board's Work Programme.

14/18

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RESOLVED that the changes to the Work Programme as suggested in the meeting would be made.

The meeting closed at 8.55 p.m.

Chairman

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Elected Member



Bromsgrove
District Council
www.bromsgrove.gov.uk

BRIEFING NOTE

To: Overview and Scrutiny Committee
From: Bev Houghton
Dept: Community Safety
Contact Info: 01527 534187

CC: Cllr Peter Whittaker – Portfolio Holder for Community Safety
Sue Hanley – Deputy Chief Executive
Judith Willis – Head of Community Services

North Worcestershire Community Safety Partnership 2017/18

1. Summary

1.1 This report provides an update on the progress of the North Worcestershire Community Safety Partnership (NWCSP) during 2017/18 and to date.

2. Background

2.1 NWCSP has been in existence since May 2013, following the merger of the three district CSPs in Bromsgrove, Redditch and Wyre Forest. The community safety teams have continued to remain with the respective local authorities.

2.2 Local representation on NWCSP is fulfilled through a number of positions. Bromsgrove District Council's Elected Member representative is the Portfolio Holder for Community Safety, Councillor Peter Whittaker. Sue Hanley, the Council's Deputy Chief Executive is Chair of NWCSP and Bromsgrove District Council's Responsible Authority representative on the Partnership is Head of Community Services, Judith Willis. The Council's Community Safety Manager, Bev Houghton provides support to NWCSP and is also Chair of the Safer Bromsgrove Group.

2.3 Scrutiny arrangements for the CSP currently remain unchanged with local authorities having a statutory duty to scrutinise the work of its local CSP, under Section 19 of the Police and Justice Act 2006.

2.4 Alongside the relationship the Council has with the CSP, there is also a direct role in holding the West Mercia Police and Crime Commissioner (PCC) to account through the West Mercia Police and Crime Panel (PCP). Bromsgrove District Council's representative on the PCP is the Portfolio Holder for Strategic Partnerships, Councillor Karen May.

3. Current Position

3.1 Partnership Structure

District Operational Groups are identified as Safer District Groups and are known as Safer Bromsgrove Group, Safer Redditch Group and Safer Wyre

Forest Group. There are also a number of other sub-groups as illustrated in Appendix 1

3.2 The Partnership Plan 2017-20

NWCSP has a statutory duty to produce a three year rolling plan outlining how the Partnership intends to address key crime and community safety priorities, as identified through its annual Strategic Assessment.

The Strategic Assessment gathers research, evidence and intelligence from national and regional sources, as well as drawing on professional expertise of those working locally. It is designed to be a point of reference and guidance to resource community safety initiatives among partner agencies across the area.

The Strategic Assessment is used to inform the Community Safety Partnership Plan and the priorities that the CSP will focus on for a 3 year period. The partnership agreed its priorities for 2017-20 in Dec 2016 and they are:-

- I. Reducing Violence and Abuse: including sexual offending, domestic abuse and Child Sexual Exploitation (CSE)
- II. Reducing Theft and Acquisitive crime: including shoplifting, thefts and burglaries
- III. Reducing Anti-Social Behaviour, Damage and Nuisance: including criminal damage, environmental issues and deliberate fires/arson
- IV. Protecting vulnerable communities: including reducing harassment and threatening behaviour motivated by Hate
- V. Reducing Offending and Reducing the Harm caused by Drug and Alcohol Misuse are cross cutting themes which impact on all priorities

3.3 John Campion, West Mercia Police and Crime Commissioner

John Campion was elected as the Police and Crime Commissioner for West Mercia on 5th May 2016. The PCC has a duty to co-operate with CSPs to reduce crime and disorder and there is a reciprocal duty on CSPs to collaborate with the PCC. The PCC and the CSP must have regard to each other's priorities within their respective plans. The PCC's Safer West Mercia Plan was published in October 2016 and his priorities are reflected in the NWCSP Action Plans, which the partnership will contribute to delivering at a local level. The PCC's vision is focused on four key areas:

- I. Building a More Secure West Mercia: CSE, domestic abuse, vulnerable people, sexual offences, ASB, drugs and alcohol, reducing reoffending, road safety
- II. Reassuring West Mercia's Communities: feeling safe as well as being safe, engaging with the public, protecting from cyber-crime, making voices heard around rural crime

III. Putting Victims and Witnesses First

IV. Reforming West Mercia

Tracey Onslow was appointed as Deputy Police and Crime Commissioner in July 2016. Her role is to represent the PCC in communities across West Mercia. Her portfolio includes cyber, rural and business crime, victims' services and commissioning. CSPs will be working closely with the Deputy PCC as the PCCs commissioning model is developed and put into operation. The first commissioning areas to be considered by the Deputy PCC were CCTV and CSP funding for Analysis support. Both reviews are underway, with a number of changes proposed to the way these areas have previously been funded.

3.4 Grant Funding from the PCC 2018/19

In December 2017, CSPs in West Mercia were advised of their respective funding allocations for 2018/19 and were asked to apply to the PCC with details of how the funding would be used. On 17th January 2018, an extraordinary meeting of the NWCSPP was held to agree which projects and areas of work partners wished to deliver. The funding available was based on previous year's allocations and the table below shows the projects agreed by NWCSPP.

Project	Funding request
Research & Information Officer (ring-fenced)	£35,000
Bromsgrove & Redditch Community Guardians Project	£54,125
Wyre Forest Keeping Safe Project	£48,125
NW Street Pastors	£1,000
NW Young Citizens Challenge	£1,000
Total Amount	£139,250

The PCC has also agreed to consider funding applications for a two year period up to the end of the PCCs current term in March 2020.

The Bromsgrove & Redditch Community Guardian project proposes to create a team of officers who will patrol areas identified as ASB locations of concern. The patrol teams will engage with groups of young people and adults who are gathering in local neighbourhoods and the project will support the work of SNT officers and the Street Pastors to provide another resource to address issues of on-street ASB and nuisance. The CSP is currently in discussions with the H&W Fire and Rescue service to identify officers who may be interested in delivering this project, which will also complement their ongoing community role modelling project PRIME.

NWCSPP has also been allocated funding of £200,000 over a 3 year period for improvements to the area's CCTV scheme. On behalf of the three Local

Authorities, the CSP is investigating options to use this capital contribution to modernise the CCTV infrastructure. This could potentially see an upgrade of the current scheme to support to Internet Protocol Recording. Therefore improving the technological capabilities of the scheme and allowing for increased digital capability and more capacity to expand and/or link to other digital systems across the region. This CCTV grant is separate to NWCSP's core funding allocation. A CCTV Short Sharp Review is currently being undertaken and will take this in to consideration. It is anticipated that this Review will feedback to O&S in October.

3.5 Local Delivery, Key Projects and Progress

Local delivery of community safety projects and initiatives falls under the remit of the Community Safety Operational Groups. The Safer Bromsgrove Group meets on an 8 weekly basis to monitor district performance and review local operational delivery. This group is the first point of contact for any local crime and community safety issues or concerns that may require a multi-agency response.

Progress of grant funded projects was reported to the PCC and at the end of the financial year there was a requirement to provide a comprehensive evaluation of all projects funded in 2017/18. This included a breakdown of expenditure and a requirement to demonstrate the difference the projects had made. The NWCSP project evaluations for 17/18 can be shared with Members on request.

This report will now provide an update on some of the key community safety projects that were delivered in 2017/18.

Dedicated Bromsgrove Community Safety Project Officer

Safer Bromsgrove has invested some of its reserves in retaining a dedicated officer to deliver community safety projects and initiatives and liaise with local communities and groups on crime prevention and personal safety issues. David Rischmiller has been in post since May 2016.

Alongside partners, the Bromsgrove Project Officer has worked with a number of local community groups and residents to offer guidance and information on a variety of community safety concerns. This includes attending a wide range of groups such as neighbourhood watches, residents' representative groups, student events and specific health groups including dementia awareness and carers support. As a result of supporting these events, follow-up home and business security surveys have been conducted to offer bespoke crime prevention advice.

In Hagley, residents of a small housing development in an isolated lane became subject of anti-social behaviour from groups gathering in the lane at night, some intimidation resulted and tension was significant. Working with the ward member and the police, the Project Officer brought together relevant agencies to look at physical measures that could contribute to a solution. A site meeting with all parties carried out to reassure residents their concerns were taken seriously and positive links were established. The issue was

resolved through collaborative effort without significant capital outlay, which was initially under consideration.

In the Lowes Hill Ward, a group of individuals established themselves on a route used by school and college pupils and significant anti-social behaviour was reported to be taking place including litter, graffiti and drug dealing. There was a clear risk to young people and the resident's quality of life was seriously affected. The Project Officer conducted a crime reduction site survey and a number of environmental and physical alterations were identified to discourage the anti-social activity. A site meeting was arranged with the relevant partners and actions identified and tasked. Unfortunately, this project is on-going with the Project Officer investing considerable effort to ensure the environmental conditions enabling the anti-social activity are removed. Various barriers to progress on this project have been escalated to senior managers within partner agencies in order to progress actions as quickly as possible.

In Tardebigge, anti-social behaviour including open water swimming during the summer holiday was affecting recreational users of the reservoir and creating an increased risk of drowning at the location. Working with the water bailiff, a safety review was conducted at the location and an emergency services response exercise carried out. Plans to address any recurrence of this issue in the event of hot weather in the summer months are currently under consideration.

The Project Officer also responds to ad hoc calls from residents expressing concern about all aspects of crime, ASB and community safety issues in their local area. He offers appropriate advice, facilitates contact with other agencies and provides crime prevention support as necessary.

Town Centres Management Group

Led by Cheryl Welsh, the Bromsgrove Town Centres Manager, the group works closely with the Community Safety Project Officer and brings together the Police, Licensees, Businesses, Licensing Officers and Place Teams to identify community safety issues, particularly around the Night Time Economy. The group has successfully revitalised the local Pub Watch group, developing and modernising its practices and promoting the use of online information sharing platforms. These platforms allow the police, licensed premises and businesses to share crime prevention information and intelligence with other members in a confidential manner. The group reports to Safer Bromsgrove as a sub-group but also has a dual function of improving and encouraging footfall in the Town Centres as part of the Council's Economic Development and Regeneration Strategy.

The group has initiated a 'Best Bar None' Scheme within the Town Centre licensed sector. This national scheme seeks to raise standards, using a process of accreditation to help licensed premises to avoid crime and disorder problems and promote themselves as safe and attractive venues for all customers.

The group commissioned the Project Officer to conduct a crime prevention review of the Town Centre retail area to assess the security of the retail units. This was as a result of sporadic problems experienced by businesses including burglary and youths accessing the roof areas. The review identified significant security gaps and key responsibilities for individual tenants and property owners. These are being raised directly with premises owners for them to action.

In 2017 the Street Pastors' scheme celebrated its 5th anniversary of operation and remains a key resource supporting residents, customers and businesses in the Town Centre night time economy. The Project Officer delivered a community safety training session to the team as part of the on-going development of their skills and abilities.

Nominated Neighbour Scheme

In 2017, Worcestershire Trading Standards approached the West Mercia Police & Crime Commissioner requesting support in closing an "intelligence gap" between the Police and Trading Standards relating to doorstep crime.

In support of this work the PCC offered funding to NWCSF to address doorstep crime issues, encompassing distraction burglary, rogue trading and door to door high-pressure selling. In Bromsgrove and Redditch a "Nominated Neighbour Scheme" was developed, to respond to these particular threats relating to elderly and vulnerable residents.

The scheme involves the Council Community Safety team and partner agencies working with communities and local groups to identify those who may be vulnerable to door step crime offences and implement the Nominated Neighbour scheme with them. When identified, the Nominated Neighbour of a vulnerable resident agrees to check the identity of any cold callers to the address. The cold caller will be directed to attend the Nominated Neighbour's address for their identity and purpose of visit to be confirmed. The caller is directed to the Nominated Neighbour by the resident providing written instructions through the letterbox without opening the door. A window sticker is also put in place advising any callers that their identity will be checked on approach. This in itself is an effective deterrent to any would-be offenders.

Initial feedback from residents who have signed up to the scheme has been very positive:-

Mrs A stated that she felt the sign on her door was a deterrent. On one occasion she had someone at the door that saw the sticker and immediately went away. She commented that she definitely felt safer with having that on.

Ms B commented that she felt safer and it did make a difference

Ms C feels that numbers of unwanted callers have definitely reduced significantly since she has had the sticker put up

Ms D was very glad with the scheme as she had had a lot of unwanted callers before and it has stopped completely

Mrs E was very pleased with the scheme; she felt it reduced the number of unwanted callers significantly and that people were not bothering to knock her door anymore.

Mrs F had a lot of trouble with unwanted callers in the past, she said it was constant as she is at busy location by the school, but she has had no unwanted callers since the NN sticker was put in the window

Mrs H felt it was making a difference as since she had the policeman sticker on her window she only has had people at the door who she knows.

The scheme has also become part of the Police Economic Crime Unit's prevention strategy for door step crime offences.

Bromsgrove & Redditch Schools Respect Programme

The Respect programme continues to be successful providing whole day awareness sessions as part of school drop down days, it also provides bespoke classroom sessions on a number of subjects such as recognising and reporting hate crime, understanding healthy relationships and domestic abuse, the dangers of substance misuse and promoting respect and community responsibility. The project also provides one to one mentoring sessions to individual students who are felt to be at risk of becoming involved in crime and ASB or are at risk of becoming victims of crime.

Last school year (Sept 16 to July 17) the project saw 1,234 students receive community safety information during school PHSE lessons and drop down days across Bromsgrove and Redditch. 92 students were referred for 1 to 1 support through therapeutic mentoring sessions and 55 students received information via targeted small group workshops. 36 students took part in the nationally recognised CRUSH Programme, a young people's Domestic Abuse awareness course created and accredited by Women's Aid.

Bromsgrove Youth and Community Hub

This is a project which has been led by Safer Bromsgrove, YMCA, Parenting and Family Support and Bromsgrove Baptist Church. The idea for the project came from a community safety drop down day with students at North Bromsgrove High School. The young people stated that they felt there were not enough places where young people could meet up and feel like they belonged. After further consultation with other young people in Bromsgrove, this idea was developed further.

The basement of the Baptist Church on New Road was identified as a suitable location for a new youth venue and funding was obtained to support the refurbishment costs of the venue. Safer Bromsgrove allocated £20,000 of its reserves to support the setting up of the project and in May 2018, a Youth and Community Hub Project Manager was appointed. The official launch of the Bromsgrove Youth Hub will be held on the 18th July 2018.

Listening Service

Amy Stokes has been appointed by the Anglican Churches in Bromsgrove to look at what gaps children and young people feel there are in the district.

Amy identified that young people felt having a listening service where they could talk about things that upset them would be of great support.

Amy delivered a pilot scheme in South Bromsgrove High School, and has already established 20 volunteers through the Anglican Church. With Amy's post coming to an end in September, Safer Bromsgrove are supporting the scheme by helping to develop a new management structure and recruitment of more volunteers via the Youth Hub. This will help to ensure that the successful pilot is rolled out as an integrated programme in high schools across Bromsgrove

Young Citizens Challenge

Young Citizen's Challenge is an initiative that has been running in Bromsgrove and Redditch for over 10 years. The project provides community safety and personal safety messages and information to Year 6 pupils from primary schools across both districts. Students, accompanied by their teacher, are taken off school site to a partner location to take part in a range of interactive workshops and activities, raising awareness of various community safety issues.

In 2017, the project was delivered from Bromsgrove Police and Fire Station and saw 920 young people receiving a variety of community safety messages. Schools that took part in the initiative included Parkside Middle School, St Johns Middle School, Bromsgrove School and Lickey Hills.

Safe Place Scheme

The Safe Place Scheme is a CSP supported scheme that was set up by Our Way Self Advocacy in Wyre Forest in 2014. The scheme is now operating across Worcestershire and it offers vulnerable people a safe place to go if they have a problem or concern when out and about in the town centres. All Safe Places are identified by a Safe Place sticker and staff receive training, so that they are able to give reassurance and help people contact appropriate support, if needed. A directory of the Safe Places in Bromsgrove and across the county is available at www.ourway.org.uk/safe-place-scheme/ and there is also a free Safe Place Scheme app available for mobile phones. Downloads of "My Town Worcestershire" from the App Store, will show you your nearest "Safe Place" and can guide you to it via Google Maps.

Community Safety teams in Worcestershire work in partnership with West Mercia Police and Our Way Self Advocacy to support, develop and maintain the scheme across the county. A Bromsgrove Community Safety Project Officer was instrumental in supporting the roll out of the scheme across the county and led on the development of the Mobile Phone App that is also shared and supported by the Bromsgrove Street Pastors.

Hate Crime Awareness Week 2017

As part of national Hate Crime Awareness Week in October and using funding provided by the PCC, North Worcestershire Hate Incident Partnership organised a number of community engagement events across the districts. Locally, an awareness stand was set up in Bromsgrove High Street and a

Street Theatre Company was commissioned to engage with residents through a number of thought provoking performances.

Over 270 information bags were handed out and Residents felt comfortable approaching the stand and engaging with performers and staff to find out more about hate crime. In some instances, people also offered their own personal experiences of how they had been a victimised and how services could be improved. Information was displayed in public areas across the town and press releases were sent to the local papers. The events were also promoted via relevant Twitter and Facebook pages.

The Hate Incident Partnership underwent a number of changes last year and it was felt that Hate Crime Awareness week would be a good opportunity to hold a re-launch of the group. On the 20th October the launch event was held at the Bromsgrove Hotel and Spa with over 100 professionals attending. The event was also supported by Bromsgrove MP Sajid Javid, who attended and spoke about his own personal experiences of Hate Crime.

Community Engagement

Last year, Community Safety Project Officers attended a considerable number of events in order to speak to local residents, provide crime prevention advice and raise awareness of community safety campaigns. In Bromsgrove between April and Dec 2017, Project Officers estimated speaking to over 205 people at various events; for example, Older People's forums, sheltered housing schemes, Neighbourhood Watch & Parish Council events, White Ribbon campaign stands, dementia awareness events and Christmas crime prevention events. Purse bells, chains and cables; personal attack alarms and shed alarms remain popular items, which are useful as methods of engagement to encourage residents to discuss personal and home security and to encourage them to take a more active part in minimising their vulnerability to crime. 98 people received Home Security information and guidance, 198 people received personal safety information. 12 people received Home Security works at their properties and 152 people reported that they felt safer as a result of Community Safety intervention. The team were also worked closely with the Midlands Illegal Money Lending Team delivering events as part of their Loan Shark 'Bite Back' week in October.

3.6 Community Safety Partnership Performance and Evaluation

As part of a partnership review held in 2017, NWCSP is re-assessing how it will measure its performance and achieve its desired outcomes. CSPs are moving away from the traditional method of considering only police recorded crime and ASB data as performance indicators and are moving more toward focusing on delivering agreed partnership outcomes and improving mainstream provision. This is partly being driven by the PCC and his outcomes-based commissioning framework and also due to changes to police recording as a result of the implementation of a new information management system. The Research and Information post will be instrumental in assisting partners to ensure performance measurement and evaluation are carried out in the best way, in order to evidence that partnership activities are making a difference.

3.7 Bromsgrove District Community Panel Survey 2017

Following the Council's decision to no longer take part in the Worcestershire Viewpoint project, the first Bromsgrove District Community Panel survey was created to cover key issues and reflect the Council's strategic purposes and the content of the Council Plans. Managers had an opportunity to suggest service related questions and a community safety section was included in the survey.

The Community Safety Team will be working with Policy to analyse the results of the survey in order to target community safety activity, engagement and promotional materials based on the issues highlighted. Key results of the 2017 survey are detailed below:-

Findings of the Community Panel Survey 2017

	Start date of survey	Number surveys received*	Number valid surveys returned	% return rate
Bromsgrove	6 October 2017	589	270	45.8%

*This is the figure after removing those surveys which were returned unopened (by post and through 'bounced' e-mails)

The findings of the survey results showed that the majority of respondents in Bromsgrove had never been a victim of either crime or anti-social behaviour (ASB). The results also showed that for the respondents, the levels of both crime and ASB in Bromsgrove and Redditch appeared to be very similar over the last 5 years.

The vast majority (85.2%) of respondents felt safe in Bromsgrove during daylight however, after dark this dropped to just 47.4%. A total of 23.5% of respondents said they felt unsafe after dark.

Thinking about public safety, 61.6% of Bromsgrove respondents said that having CCTV helped them to feel safe when were out in public.

Question 27 asked respondents – “Using your knowledge of Bromsgrove District as a whole, please tell us the issues that concern you most from the following list. (Tick up to 10 boxes only)”. The results were as follows:-

Top 5 Issues
Inconsiderate parking - 66.8%
Vehicle crimes - 61.2%
Burglary - 59.2%
Littering - 53.2%
Drug taking or dealing - 50.4%
Dog fouling - 50.4%

Agenda Item 4

Question 28 asked respondents – “*What do you think are the 3 main issues that impact on Community Safety in Bromsgrove District? (Tick up to 3 boxes only)*”. The results were as follows:-

Top 5 Issues	
Lack of police presence - 55.1%	Not enough deterrent/enforcement - 30.2%
Drugs - 40.8%	Lack of parental control - 30.2%
Poor behaviour & attitudes - 37.6%	
Young people with nothing to do - 30.6%	

4. Recommendation

4.1 That progress made by the North Worcestershire CSP be noted.

5. Appendices

Appendix One: NWCSP Structure

6. Background Papers

West Mercia PCC's Safer West Mercia Plan 2017/21

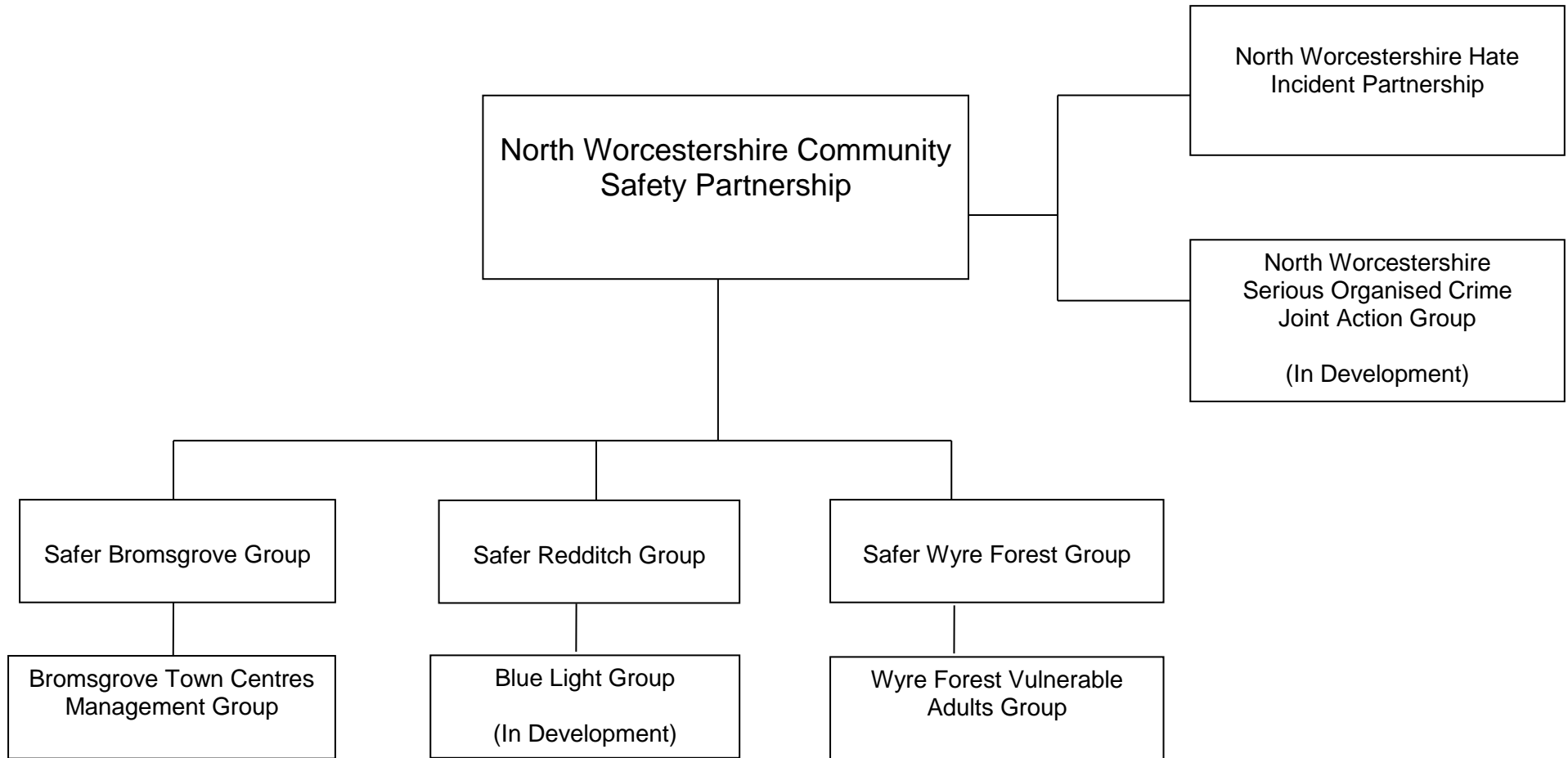
Bromsgrove District Community Panel Survey 2017

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Appendix 1: Structure of the North Worcestershire Community Safety Partnership



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BROMSGROVE DISTRICT COUNCIL

OVERVIEW AND SCRUTINY BOARD

Monday 18 June 2016

RECOMMENDATION TRACKER REPORT

1. SUMMARY

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

The recommendations are grouped by;

- A. Task and Finish Group recommendations (most recent first)
- B. Finance and Budget Working Group recommendations (most recent first)
- C. Other Overview and Scrutiny Board recommendations

2. RECOMMENDATIONS

2.1 That the Board notes the Quarterly Recommendation Tracker, confirms the status of the recommendations and agrees to the removal of any items which the Board feel have been completed.

Agenda Item 5

Quarterly Recommendation Tracker – 18 June 2018

A) Recommendations from Task and Finish Group Work (Most recent first)

Task & Finish Group	Recommendation	-Rejected -In Progress -Completed -Abandoned	Progress Update (Most recent first)	Board Agree to Remove from Tracker Yes/No?
Social Media Task and Finish Group Final 30 October 2017	Rec 1 - the Council should promote its meetings through social media in order to engage with residents;	In Progress	<u>May 2018 Update</u> – The use of social media to promote meetings did start but then petered off. This will be re-started with vigour. <u>27 November 2017</u> - Cabinet were in agreement with this recommendation. Following discussions with the Communications Manager it was agreed that this would take place with immediate effect.	
	Rec 2 - the Council should consider a trial of the live streaming of particular items/meetings of interest to residents through Facebook;	In Progress	<u>May 2018 Update</u> – After further consideration the Member Development Steering Group (made up of the 3 Group Leaders) agreed to give this matter further consideration and at its next meeting will receive information in respect of the cost of live streaming of some meetings using alternative methods. An update following that meeting will be provided in due course. <u>27 November 2017</u> - Cabinet were in agreement with this recommendation. 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.	

Agenda Item 5

Task & Finish Group	Recommendation	-Rejected -In Progress -Completed -Abandoned	Progress Update (Most recent first)	Board Agree to Remove from Tracker Yes/No?
Social Media Task and Finish Group Final continued... 30 October 2017	Rec 3 - the Council's Social Media policy be reviewed with the emphasis on providing guidance for officer use; a separate section be included which is dedicated to guidance for Members' use of social media; and Members of the Task Group assist with the section in respect of guidance for Members' use.	Completed	<u>May 2018 Update</u> The suggested amendment has been made. <u>27 November 2017</u> - Cabinet were in agreement with this recommendation. Following discussions with the Communications Manager it was agreed that this review would commence within the next six months.	
	Rec 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.	In Progress	<u>May 2018 Update</u> - This recommendation is in progress. <u>27 November 2017</u> - Cabinet were in agreement with this recommendation. 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.	
	Rec 5 - as part of the Member Induction Programme a workshop type training session be provided for Members, covering the following areas: An introduction to Social Media on an iPad; and Any legal implications of Members' use of social media and how to keep safe.	Completed	<u>May 2018 Update</u> - This will be included in the induction programme for 2019-20.	

Agenda Item 5

Task & Finish Group	Recommendation	-Rejected -In Progress -Completed -Abandoned	Progress Update (Most recent first)	Board Agree to Remove from Tracker Yes/No?
<p>Preventing Homelessness Task and Finish Group</p> <p>19 September 2016</p>	<p>Rec 1- that officers should investigate the introduction of a local authority lettings scheme that would help customers to access private rented accommodation. This investigation should take into account working in partnership with Redditch Borough Council. The outcomes of this investigation should be reported for the consideration of the Overview and Scrutiny Board and Cabinet.</p>	<p>In Progress</p>	<p><u>May 2018 update</u> To date, we have not been able to find a compelling evidence base in either local housing market that suggests a stand-alone lettings scheme would work in Bromsgrove, or in conjunction with Redditch Borough Council. However this may look different if Bromsgrove DC opts to open a housing company which takes on a range of functions, including lettings. As a result the option has not been discounted as it relies upon other developments at this stage. We therefore plan to return to this matter once the position about opening a housing company becomes clear. All advice received to date suggests that we will not be opening a joint company as this would be a very complex thing to achieve.</p> <p><u>Update July 2017</u> Officers have been investigating creating a local lettings scheme. On behalf of both councils, we have undertaken some visits to other schemes in the West Midlands and we are also assessing the outcomes of some research into this area recently published by the University of Birmingham. We will be pulling our thoughts together into a report in due course, when we have completed our assessment.</p> <p><u>Cabinet Response – 5 October 2016</u> This recommendation was agreed. This work has already begun and an initial discussion paper will be produced by the end of December 2016.</p>	

Agenda Item 5

Task & Finish Group	Recommendation	-Rejected -In Progress -Completed -Abandoned	Progress Update (Most recent first)	Board Agree to Remove from Tracker Yes/No?
<p>Preventing Homelessness Task and Finish Group continued...</p> <p>19 September 2016</p>	<p>Rec 2 - The Council should commit to use all of the Homeless Grant for the purposes of priority homelessness support.</p>	<p>Completed</p>	<p><u>May 2018 Update</u>– The homelessness grant in its entirety has been allocated for these purposes. <u>Update July 2017</u> The whole of the homelessness grant has been allocated in line with this recommendation. <u>Cabinet Response – 5 October 2016</u> This recommendation was agreed and implantation was expected to begin in November 2016.</p>	
	<p>Rec- 3 Subject to the Council continuing to receive the Homeless Grant, it should continue to prioritise funding in respect of offender rehabilitation and emergency accommodation for young people, in order for services to remain sustainable within the district.</p>	<p>Completed</p>	<p><u>May 2018 Update</u>– This continues to be done. <u>Update – July 2017</u> We have prioritised these areas and will continue to do so in line with the recommendation. <u>Cabinet Response – 5 October 2016</u> Agreed and implemented and to be from April 2017.</p>	
<p>Evening and Weekend Car parking Task and Finish Group</p> <p>21 March 2016</p>	<p>Rec 1- The Council needs to formulate a clear Economic Development strategy that includes car parking as soon as possible, whilst considering the following key features of any such strategy: a) Ensuring that car parking arrangements are managed in accordance with the interests of the local economy. b) Working with partners in business</p>	<p>Ongoing</p>	<p><u>24 May Update</u> Members will be aware that a consultation has taken place the results of which will be shared shortly. <u>Update September 2017</u> An update will be provided at the meeting. <u>Update 5th October 2016</u> The Portfolio Holder has advised that she has made some progress with the recommendations and will attend the January 2017 meeting when the Tracker is reviewed again to provide a more detailed update. <u>Cabinet Response - 6th April 2016</u></p>	

Agenda Item 5

Task & Finish Group	Recommendation	-Rejected -In Progress -Completed -Abandoned	Progress Update (Most recent first)	Board Agree to Remove from Tracker Yes/No?
<p>Evening and Weekend Carparking Task and Finish Group continued...</p> <p>21 March 2016</p>	<p>and retail to develop the Economic Development Strategy that includes car parking options and tariffs that encourage customers to visit Bromsgrove.</p> <p>c) Ensure car parking arrangements support the Council's Economic Development Strategy. The recommendation was therefore accepted in the amended form below: <i>that the Council reviews its Economic Development Priorities to assess the impact of car parking charges as soon as possible, whilst considering the following key features:</i> <i>(a) ensuring that car parking arrangements are managed in accordance with the interests of the local economy;</i> <i>(b) working with partners in business and retail to review the Economic Priorities that includes parking options and tariffs that encourage customers to visit Bromsgrove; and</i> <i>(c) ensuring that car parking arrangements support the Council's Economic Priorities.</i></p>		<p>In relation to recommendation 1 the Cabinet agreed that car parking was vital to the economic development of the Town and accepted the principles behind the recommendation. It was felt however that the existing Economic Development Priorities should be reviewed in order to assess the impact of car parking charges, rather than produce a new Economic Development Strategy which may need to alter in 6 months' time. It was fully accepted that the needs and views of businesses in the Town needed to be taken into account and the new Centre Manager would be fully involved in this review process and in working with local businesses. The process should be undertaken prior to the consideration of the next round of changes to fees and charges. The existing Economic Priorities needed to focus more strongly on car parking. Officers and Members from Economic Development, Car Parking and Planning would need to work very closely together on the further regeneration of the Town Centre.</p>	
	<p>Rec 2 - Having formulated the Economic</p>		<p><u>May 2018 Update</u> Members will be aware that a consultation has taken place</p>	

Agenda Item 5

Task & Finish Group	Recommendation	-Rejected -In Progress -Completed -Abandoned	Progress Update (Most recent first)	Board Agree to Remove from Tracker Yes/No?
<p>Evening and Weekend Carparking Task and Finish Group continued...</p> <p>21 March 2016</p>	<p>Development Strategy it is recommended that an external expert be engaged by the Council, with a clear remit of what the Council wishes to achieve, it is suggested that such a consultant would need to consult with the following Council officers/Members:</p> <ul style="list-style-type: none"> a) Economic Development Team b) Environmental Services Team c) Relevant Portfolio Holders d) Members of the Evening and Weekend Car Parking Task Group e) Local businesses and retailers. 		<p>the results of which will be shared shortly.</p> <p><u>Update September 2017</u> An update was provided at the meeting.</p> <p><u>Cabinet Response – 6 April 2016</u> This recommendation was largely accepted, with a minor change to the wording to reflect the changes made to recommendation 1 above. In addition the new Centres Manager has been added to the list of officers/Members to be involved in the consultation on car parking. that whilst reviewing the Economic Priorities it is recommended that an external expert be engaged by the Council, with a clear remit of what the Council wishes to achieve. It is suggested that they would need to consult with the following Council officers/Members: (a) Economic Development Team (b) Environmental Services Team (c) Relevant Portfolio Holders (d) Members of the Evening and weekend car Parking Task Group (e) Local businesses and retailers (f)Town Centres Manager</p>	
	<p>Rec 3- Prior to any further trials (of any nature) being agreed and carried out any necessary data should be collected in order to have appropriate comparative data and information available to ensure that any such trial can be measured successfully.</p>		<p><u>May 2018 Update</u> Members will be aware that a consultation has taken place the results of which will be shared shortly.</p> <p><u>Cabinet Response – 6 April 2016</u> Recommendation 3 was agreed.</p>	

Agenda Item 5

B) Recommendations from the Finance and Budget Working Group (Most recent first)

Meeting	Recommendation	Reject In Progress Completed Abandoned	Progress Update (Most recent first)	Board to remove? Yes/No
O&S Board 12 February 2018	That the budget table as presented in the Medium Term financial Plan reflects the cumulative position over the four years for unavoidable and other cost pressures;	Completed	<p><u>21 February 2018- Cabinet Resolved</u> - That the budget table as presented in the Medium Term Financial Plan reflects the cumulative position over the four years for unavoidable and other cost pressures;</p> <p>The amended table within the report for consideration at this evening's meeting reflected the comments with the pressures shown cumulatively every year.</p>	
	That the estimated funds required to develop a Sports Hall be ring fenced;	In Progress	<p><u>21 February 2018- Cabinet</u></p> <p>There was a difficulty in this as the Council had not had the options appraisal and therefore was unable to ring fence something which was not known at present. It was likely that this would be included in next year when the detailed information had been made available. The Executive Director, Finance and Resources advised that it was her understanding that the building would cost approximately £2m with additional costs for other associated works. It would not be appropriate to ring fence figures which were unknown at this time. Consideration would be given to this once the options appraisal had been received. The Leader further commented that the impact of the negative tariff arrangements in the future would also potentially impact on any decisions. Members discussed whether there was some way in which this could be flagged up and it was noted that there was reference to it within paragraph 3.10.2 of the report.</p>	

Agenda Item 5

Meeting	Recommendation	Reject In Progress Completed Abandoned	Progress Update (Most recent first)	Board to remove? Yes/No
<p>O&S Board 12 February 2018 continued...</p>	<p>That the Management Team model scenarios in relation to shared service exit arrangements, due to financial sustainability, to include alternative wider options ; and</p>	<p>Completed</p>	<p><u>21 February 2018- Cabinet</u> It was agreed that consideration needed to be given to all models and this would be reviewed in the coming year. The Executive Director, Finance and Resources added that the Council was constantly looking at different models and would, if needed, include the review of the shared service agreement. The Leader confirmed that work was being carried out around the risk element and any that was identified would be considered through either the Finance and Budget Working Group or the Overview and Scrutiny Board. Work was also being carried out as part of the commercialisation agenda.</p>	
	<p>That income from major planning applications is removed from the budget projections to enable a more realistic financial projection to be presented.</p>	<p>Rejected</p>	<p><u>21 February 2018- Cabinet</u> The Council had to make a judgement in respect of monies received and if the planning application fees were not included it was likely that the Council would be criticised by the Auditors for receiving a windfall, therefore the recommendation could not be agreed. The Executive Director, Finance and Resources confirmed that she would speak to the relevant officers to establish whether there was a more “scientific” form of modelling in respect of the larger planning applications to ensure a similar situation did not arise in future years.</p>	

Agenda Item 5

Meeting	Recommendation	Reject In Progress Completed Abandoned	Progress Update (Most recent first)	Board to remove? Yes/No
O&S Board 15 January 2018	Rec 1 -Redditch Borough Council refund Bromsgrove District Council for the additional officer time spend due to the additional management time being spent on the housing service in Redditch.		<u>June 2018 Update</u> <i>To be provided at the meeting</i> <u>7 February 2018 – Cabinet</u> The recommendation was agreed. . The Executive Director, Finance and Resources confirmed that it was anticipated that the specific issues referred to would be concluded shortly.	
	Rec 2 - A review of the Management Team re-charge between the two councils be carried out in light of the information received by the Finance and Budget Working Group.		<u>June 2018 Update</u> <i>To be provided at the meeting</i> <u>7 February 2018 – Cabinet</u> The recommendation was agreed. . The Leader confirmed that, at one of his regular meetings with the Leader of Redditch Borough Council, he would discuss the second recommendation.	
Finance & Budget Working Group 24th April 2017	Rec - that Cabinet should consider the report content and presentation style for Medium Term Financial Plan and quarterly budget monitoring reports.		<u>June 2018 Update</u> <i>To be provided at the meeting</i> <u>Cabinet Response – 5 April 2017</u> The revised report formats were approved.	
O&S Board 22nd February 2017	Rec 1 - Unavoidable pressures under £5k be funded from existing budgets.		<u>June 2018 Update</u> <i>To be provided at the meeting</i> <u>Cabinet Response – 5 April 2017</u> This recommendation was approved.	
	Rec 2 - Consideration be give as to how Section 106 monies is accounted for within revenue costs.		<u>June 2018 Update</u> <i>To be provided at the meeting</i> <u>Cabinet Response – 5 April 2017</u> This recommendation was approved.	

Agenda Item 5

Meeting	Recommendation	Reject In Progress Completed Abandoned	Progress Update (Most recent first)	Board to remove? Yes/No
O&S Board 22nd February 2017 continued...	Rec 3 - Heads of Service be asked to look at all areas where we provide an additional service and produce a cost recovery statement for further consideration.		<u>June 2018 Update</u> <i>To be provided at the meeting</i> <u>Cabinet Response – 5 April 2017</u> Cabinet whilst approving this recommendation made the following amendment to its wording “Heads of Service be asked to look at all areas where generate income and produce a cost recovery statement for further consideration”.	
	Rec 4 - Virements over £40k should be agreed by Cabinet and anything under that amount would be with the relevant Portfolio Holder’s agreement.		<u>June 2018 Update</u> <i>To be provided at the meeting</i> <u>Cabinet Response – 5 April 2017</u> This recommendation was approved.	
	Rec 5 - Revised Financial Regulations to include all carry forwards of the Capital Programme to be agreed by Council.		<u>June 2018 Update</u> <i>To be provided at the meeting</i> <u>Cabinet Response – 5 April 2017</u> This recommendation was approved.	
O&S Board 28th Nov 2017	Rec 1 - CMT to develop a set of principles around savings to be made.		<u>June 2018 Update</u> <i>To be provided at the meeting</i> <u>Cabinet Response 7 December 2017</u> this was agreed with an implementation date of 1st April 2017.	
	Rec 2 -The Leader should source, with immediate effect, the services of an external commercial organisation in order to review the management structure of the Council.		<u>June 2018 Update</u> <i>To be provided at the meeting</i> <u>Cabinet Response 7 December 2017</u> We are liaising with the Leader of Redditch Borough Council, Cllr Bill Hartnett and have requested Officers to evaluate the options and costs in this respect. Implementation date: to be determined	
	Rec 3 - There be one overall corporate training budget and HR prioritise that budget to meet the needs of staff.		<u>June 2018 Update</u> <i>To be provided at the meeting</i> <u>Cabinet Response 7 December 2017</u> this was agreed with an implementation date of 1st April 2017.	

Agenda Item 5

Meeting	Recommendation	Reject In Progress Completed Abandoned	Progress Update (Most recent first)	Board to remove? Yes/No
O&S Board 28th Nov 2017 continued...	Rec 4 - The £11k in respect of Business Transformation, which was reserved for training be given up as a saving.		<u>June 2018 Update</u> <i>To be provided at the meeting</i> <u>Cabinet Response 7</u> <u>December 2017</u> this was agreed with an implementation date of February 2017.	
	Rec 5 - The Council should have a robust four year funded Capital Programme for the period 2017/18 to 2020/21 to include estimates across each year of the budget.		<u>June 2018 Update</u> <i>To be provided at the meeting</i> <u>Cabinet Response 7</u> <u>December</u> this was agreed with an implementation date of February 2017 (as part of the MTFP).	
	Rec 6 -There be an overall corporate budget for apprenticeships.		<u>June 2018 Update</u> <i>To be provided at the meeting</i> <u>Cabinet Response 7</u> <u>December</u> this was agreed with an implementation date of 1st April 2017.	
	Rec 7 - An exercise by carried out to ensure the Council makes the best use of its assets.		<u>June 2018 Update</u> <i>To be provided at the meeting</i> <u>Cabinet Response 7</u> <u>December</u> this was agreed with an implementation date of 1st April 2017.	
	Rec 8 - Officers ensure that the Asset Register is kept up to date at all times.		<u>June 2018 Update</u> <i>To be provided at the meeting</i> <u>Cabinet Response 7</u> <u>December</u> this was agreed and to be implemented with immediate effect.	
	Rec 9 - A review of the Low Cost Housing Scheme be undertaken as soon as possible.		<u>June 2018 Update</u> <i>To be provided at the meeting</i> <u>Cabinet Response 7</u> <u>December</u> this was agreed with an implementation date of 1st April 2017.	
	Rec 10 - Consideration be given to revising the pricing structure for the Recreation Road South car park, to blocks of hours and a day rate.		<u>June 2018 Update</u> <i>To be provided at the meeting</i> <u>Cabinet Response 7</u> <u>December</u> this was agreed with an implementation date of 1st April 2017.	

Agenda Item 5

Meeting	Recommendation	Reject In Progress Completed Abandoned	Progress Update (Most recent first)	Board to remove? Yes/No
O&S Board 28th Nov 2017 continued...	Rec 11 - Virements between pay and general expenditure only be allowed with approval from Cabinet.		<u>June 2018 Update</u> <i>To be provided at the meeting</i> <u>Cabinet Response 7</u> <u>December</u> this was agreed with an implementation date of 1st April 2017.	
	Rec 12- Virements between income and expenditure only be allowed with approval from Cabinet.		<u>June 2018 Update</u> <i>To be provided at the meeting</i> <u>Cabinet Response 7</u> <u>December</u> this was agreed subject to internal limit of £40k before Cabinet report required. With an implementation date of 1st April 2017.	

C) Other Recommendations from the Overview and Scrutiny Board Meetings

Meeting	Recommendation	Rejected In Progress Completed Abandoned	Progress Update (Most recent first)	Board to remove? Yes/No
11 April 2018 Overview and Scrutiny Board Market Options Report	That following a unanimous vote the Board recommend that the market be returned 'in-house' and options for traders to run the market be explored.	In Progress	<u>11 April 2018 – Cabinet</u> Resolved that; a) the management and operation of Bromsgrove Town Centre Outdoor Market be brought back 'in-house' with authority to be delegated to the Chief Executive in consultation with the Deputy Leader and Portfolio Holder for Economic Development, Regeneration and Town Centre to determine where a new markets team sits within the Council and/or NWEDR structure; and b) Officers explore whether there was an option to work directly with the market traders	
12 February 2018 Overview and Scrutiny Board	That Worcestershire Regulatory Services reverse the proposal to revoke the Hagley AQMA;		<u>24 May 2018 – Board Meeting</u> This item was discussed at the 24 May O&S Board meeting, with a decision to be made by Council at its meeting in July. <u>7 March 2018 - Cabinet</u> RECOMMEND TO COUNCIL That Kidderminster Road, Hagley AQMA be revoked.	

Agenda Item 5

Meeting	Recommendation	Rejected In Progress Completed Abandoned	Progress Update (Most recent first)	Board to remove? Yes/No
<p>12 February 2018</p> <p>Overview and Scrutiny Board continued</p> <p>...</p>	<p>That the Council invest in sensitive and appropriate monitoring equipment in all of its AQMAs;</p>		<p><u>24 May – Board Meeting</u> A report on AQMA Revocation at Hagley (including costs for additional monitoring and the data requested at Council) was presented. This information will be considered at the Council meeting to be held in July. <u>7 March 2016 - Cabinet</u> That further costings be obtained and presented to a future Cabinet meeting in respect of the recommendation</p>	
	<p>That the Council carries out voluntarily monitor for Particulate Matter as its duty as the responsible authority;</p>		<p><u>24 May – Board Meeting</u> A report on AQMA Revocation at Hagley (including costs for additional monitoring and the data requested at Council) was presented. <u>7 March 2018 - Cabinet</u> That further costings be obtained and presented to a future Cabinet meeting in respect of the recommendation.</p>	
	<p>That the Council increase the AQ monitoring points in Hagley from Stakenbridge Lane to the B4187 (Worcester Rd junction); and</p>		<p><u>24 May – Board Meeting</u> A report on AQMA Revocation at Hagley was presented. It has been confirmed that the monitoring points have been amended in light of discussions with the relevant Ward Councillor. <u>7 March 2018 - Cabinet</u> Recommendation accepted.</p>	
	<p>That Worcestershire Regulatory Services engages fully and positively with Worcestershire County Council Highways to resolve known local Highways issues that exist along AQMAs and adjoining carriageways that effect air quality and health</p>		<p><u>24 May – Board Meeting</u> A report on AQMA Revocation at Hagley was presented at the 24 May O&S Board meeting. <u>7 March 2018 - Cabinet</u> Recommendation accepted</p>	

Agenda Item 5

Meeting	Recommendation	Rejected In Progress Completed Abandoned	Progress Update (Most recent first)	Board to remove? Yes/No
<p>22 August 2017</p> <p>Overview and Scrutiny Board</p>	<p>That the Lead Councillor for Supporting Staff and the relevant Portfolio Holder assist in the formation of all future staff surveys and attend staff briefings</p>	<p>Completed</p>	<p><u>May 2018 Update</u> Councillor Colella the lead Member for Supporting Staff has been invited to a number of meetings in respect of the staff survey and attended staff briefings when available. This will continue for the foreseeable future.</p> <p><u>6 September 2017 - Cabinet</u> RESOLVED that the lead Councillor for supporting staff from each Council assists in the formulation of future staff surveys and attends staff briefings.</p>	

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CABINET LEADER'S WORK PROGRAMME

1 JULY 2018 TO 31 OCTOBER 2018
(published as at 1st June 2018)

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

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;

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 881443) 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 Environmental Services
Councillor C. B. Taylor	Portfolio Holder for Planning and Strategic Housing
Councillor P. J. Whittaker	Portfolio Holder for Leisure and Cultural Services, Community Safety and Regulatory Services

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Private Sector Home Repair Assistance Policy Update Key: No	Cabinet 5 Sep 2018		Report of the Head of Community Services	Derek Allen, Strategic Housing Manager Tel: 01527 881278 Councillor C. B. Taylor
Industrial Units Investment Outline Business Case Key: No	Cabinet Not before 5th Sep 2018 Council Not before 19th Sep 2018		Report of the Chief Executive	Dean Piper, Head of North Worcestershire Economic Development and Regeneration Tel: 01562 732192 Councillor K. J. May
Transport Planning Review Key: No	Cabinet 5 Sep 2018 Council 19 Sep 2018	(This report may contain information that might need to be considered in exempt session).	Report of the Head of Planning and Regeneration	Mike Dunphy, Strategic Planning and Conservation Manager Tel: 01527 881325 Councillor C. B. Taylor

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
CCTV Short Sharp Review Key: No	Cabinet 5 Sep 2018		Report of the Chair of the CCTV Short Sharp Review	Amanda Scarce, Senior Democratic Services Officer (Bromsgrove) Tel: 01527 881443 Councillor P. J. Whittaker
P 309 471 Anti-Social Behaviour, Crime and Policing Act 2014 (Implementation of Provisions) Key: No	Cabinet 5 Sep 2018 Council 19 Sep 2018		Report of the Head of Community Services	Bev Houghton, Community Safety Manager Tel: 01527 64252 Councillor P. J. Whittaker
Bromsgrove Sports and Physical Activity Strategy Key: No	Cabinet Not before 5th Sep 2018	This item has slipped from 10 January 2018 due to changes in the way activity levels are monitored by Sport England	Report of the Head of Leisure and Culture	John Godwin, Head of Leisure and Cultural Services Tel: 01527 881762 Councillor P. J. Whittaker

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Performance Report Key: No	Cabinet 5 Sep 2018		Report of the Head of Business Transformation	Deb Poole, Head of Business Transformation Tel: 01527 881256 Councillor B. T. Cooper
Council Tax Support Scheme Review - Draft Recommendations Key: No	Cabinet 5 Sep 2018 Council 19 Sep 2018		Report of the Head of Customer Access and Financial Support	Amanda Singleton, Head of Customer Access and Financial Support Tel: 01527 64252 Councillor B. T. Cooper
Finance Monitoring Quarter 1 Report Key: No	Cabinet 5 Sep 2018		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673 Councillor B. T. Cooper

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Leisure and Cultural Services Staffing Restructure Key: No	Cabinet 5 Sep 2018		Report of the Head of Leisure and Cultural Services	John Godwin, Head of Leisure and Cultural Services Tel: 01527 881762 Councillor P. J. Whittaker
Budget Framework Report Key: No	Cabinet 3 Oct 2018		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673 Councillor B. T. Cooper
Medium Term Financial Plan Key: No	Cabinet 31 Oct 2018		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673 Councillor B. T. Cooper
Performance Report Key: No	Cabinet 31 Oct 2018		Report of the Head of Business Transformation	Deb Poole, Head of Business Transformation Tel: 01527 881256 Councillor B. T. Cooper

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Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Fees and Charges 2018/19 Key: No	Cabinet 5 Dec 2018 Council 23 Jan 2019		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673 Councillor B. T. Cooper
Finance Monitoring Quarter Report Key: No	Cabinet 5 Dec 2018		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673 Councillor B. T. Cooper
Medium Term Financial Plan Key: No	Cabinet 5 Dec 2018		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673 Councillor B. T. Cooper
Medium Term Financial Plan Key: No	Cabinet 16 Jan 2019		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673 Councillor B. T. Cooper

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Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Performance Report Key: No	Cabinet 16 Jan 2019		Report of the Head of Business Transformation	Deb Poole, Head of Business Transformation Tel: 01527 881256 Councillor B. T. Cooper
Capital Programme 2019/20 Key: No	Cabinet 13 Feb 2019 Council 27 Feb 2019		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673 Councillor B. T. Cooper
Council Tax Base 2019/20 Key: No	Cabinet 13 Feb 2019 Council 27 Feb 2019		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673 Councillor B. T. Cooper

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Council Tax Support Scheme Review - Final Recommendations Key: No	Cabinet 13 Feb 2019 Council 27 Feb 2019		Report of the Head of Customer Access and Financial Support	Amanda Singleton, Head of Customer Access and Financial Support Tel: 01527 64252 Councillor B. T. Cooper
Medium Term Financial Plan 2019/20 - 2022/23 Key: No	Cabinet 13 Feb 2019 Council 27 Feb 2019		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673 Councillor B. T. Cooper
Pay Policy Statement 2019/20 Key: No	Cabinet 13 Feb 2019 Council 27 Feb 2019		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673 Councillor B. T. Cooper
Corporate Performance Report Key: No	Cabinet 6 Mar 2019		Report of the Head of Business Transformation and Organisational Development	Tracy Beech, Policy Officer Tel: 01527 64252 Councillor B. T. Cooper

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Finance Monitoring Quarter 3 Report Key: No	Cabinet 6 Mar 2019		Report of the Executive Director of Finance and Corporate Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673 Councillor B. T. Cooper

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OVERVIEW & SCRUTINY BOARD

WORK PROGRAMME

2018/19

RECOMMENDATION:

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

ITEMS FOR FUTURE MEETINGS

Date of Meeting	Subject	Additional Information
18/06/18	Scrutiny of the Crime and Disorder Partnership	
	Recommendation Tracker	
	Task Group/Short Sharp Review Updates: <ul style="list-style-type: none"> • Road Safety Around Schools Task Group • Hospital Car Parking Charges Board Investigation • CCTV Short Sharp Review 	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme	
	O&S Board Work Programme	
30/07/18		
	Transport Planning Report	
	Hospital Car Parking Charges – Board Investigation Final Report (Led by Councillor C. Bloore)	Requested following notice of motion at Council 19/07/17
	Task Group/Short Sharp Review Updates: <ul style="list-style-type: none"> • Road Safety Around Schools Task Group • CCTV Short Sharp Review 	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme	
03/09/18	O&S Board Work Programme	
	Bromsgrove Sports and Physical Activity Strategy	Picked up from the Cabinet Leader’s Work Programme 24/05/18

Agenda Item 11

Date of Meeting	Subject	Additional Information
	Industrial Units Investment – Outline Business Case	Picked up from the Cabinet Leader’s Work Programme 26/06/17
	Anti-social Behaviour, Crime and Policing Act 2014 (Implementation of Provisions)	
	Task Group/Short Sharp Review Updates: <ul style="list-style-type: none"> • Road Safety Around Schools Task Group • CCTV Short Sharp Review 	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme	
	O&S Board Work Programme	
01/10/18	Road Safety Around Schools Task and Finish Group Report	
	CCTV Short Sharp Review Report	
	Task Group/Short Sharp Review Updates:	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme	
	O&S Board Work Programme	
29/10/18		
	Task Group/Short Sharp Review Updates:	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme	
	O&S Board Work Programme	
03/12/18		
	Task Group/Short Sharp Review Updates:	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme	
	O&S Board Work Programme	
14/01/19		

Date of Meeting	Subject	Additional Information
	Task Group/Short Sharp Review Updates:	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme	
	O&S Board Work Programme	
11/02/19		
	Task Group/Short Sharp Review Updates:	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme	
	O&S Board Work Programme	
04/03/19		
	Task Group/Short Sharp Review Updates:	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme	
	O&S Board Work Programme	
08/04/19		
	Task Group/Short Sharp Review Updates:	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme	
	O&S Board Work Programme	

Topic Proposals for future further consideration.

- Paperless Bromsgrove
- Review of the sports hall negotiation process

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 9th 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)

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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