



BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

MONDAY 29TH OCTOBER 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 1 October, 2018 (Pages 1 - 12)
4. Council Tax Support Scheme Report - Pre Scrutiny - to follow
5. Corporate Peer Challenge Action Plan - To follow
6. Transport Planning Report - Verbal Update
7. Task Group - Verbal Update
 - Paperless Committees
8. Finance and Budget Working Group - Verbal Update

9. Corporate Performance Working Group - Verbal Update
10. Worcestershire Health Overview and Scrutiny Committee - Verbal Update
11. Cabinet Work Programme - 1 November 2018 to 28 February 2019 (Pages 13 - 18)
12. Overview and Scrutiny Board Work Programme 2018/19 (Pages 19 - 22)
13. To consider, and if considered appropriate, to pass the following resolution to exclude the public from the meeting during the consideration of item(s) of business containing exempt information:-

RESOLVED: that under Section 100 I of the Local Government Act 1972, as amended, the public be excluded from the meeting during the consideration of the following item(s) of business on the grounds that it/they involve(s) the likely disclosure of exempt information as defined in Part I of scheme 12A to the Act, as amended, the relevant paragraph of that part, in each case, being as set out below and that it is in the public interest to do so:-

<u>Item No</u>	Paragraph(s)
14	3
15	3 and 5

14. Development of the Burcot Lane Site - To follow
15. In House Management of Bromsgrove Market - Verbal update

K. DICKS
Chief Executive

Parkside
 Market Street
 BROMSGROVE
 Worcestershire
 B61 8DA

19th October 2018



INFORMATION FOR THE PUBLIC

Access to Information

The Local Government (Access to Information) Act 1985 widened the rights of press and public to attend Local Authority meetings and to see certain documents. Recently the Freedom of Information Act 2000 has further broadened these rights, and limited exemptions under the 1985 Act.

- You can attend all Council, Cabinet and Committee/Board meetings, except for any part of the meeting when the business would disclose confidential or “exempt” information.
- You can inspect agenda and public reports at least five days before the date of the meeting.
- You can inspect minutes of the Council, Cabinet and its Committees/Boards for up to six years following a meeting.
- You can have access, upon request, to the background papers on which reports are based for a period of up to six years from the date of the meeting. These are listed at the end of each report.
- An electronic register stating the names and addresses and electoral areas of all Councillors with details of the membership of all Committees etc. is available on our website.
- A reasonable number of copies of agendas and reports relating to items to be considered in public will be made available to the public attending meetings of the Council, Cabinet and its Committees/Boards.
- You have access to a list specifying those powers which the Council has delegated to its Officers indicating also the titles of the Officers concerned, as detailed in the Council’s Constitution, Scheme of Delegation.

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- Meeting Agendas
- Meeting Minutes
- The Council’s Constitution

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BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

1ST OCTOBER 2018, AT 6.00 P.M.

PRESENT: Councillors L. C. R. Mallett (Chairman), S. A. Webb (Vice-Chairman), C. Allen-Jones, C. J. Bloore, S. R. Colella, R. J. Deeming, R. L. Dent (Substitute), C.A. Hotham, P.L. Thomas, M. Thompson and M. J. A. Webb (Substitute)

Officers: Mr M. Austin, Ms F. Mughal, Ms. J. Pickering and Ms. A. Scarce

39/18 **APOLOGIES FOR ABSENCE AND NAMED SUBSTITUTES**

Apologies for absence were received on behalf of Councillors M. Glass and R. Laight. Councillor R. Dent was attending as substitute for Councillor R Laight and Councillor M. Webb was attending as substitute for Councillor M. Glass.

40/18 **DECLARATIONS OF INTEREST AND WHIPPING ARRANGEMENTS**

There were no declarations of interest or whipping arrangements.

41/18 **TO CONFIRM THE ACCURACY OF THE MINUTES OF THE MEETING OF THE OVERVIEW AND SCRUTINY BOARD HELD ON 3 SEPTEMBER 2018**

RESOLVED that the minutes of the Overview and Scrutiny Board meeting held on the 3rd September, 2018 be approved as an accurate record.

42/18 **COUNCIL TAX SUPPORT SCHEME - PRE-SCRUTINY - VERBAL UPDATE**

The Executive Director of Finance and Resources advised Members that the updated report in respect of the Council Tax Support Scheme would be provided at the next meeting of the Board on 29th October, 2018.

It was reported that the consultation would not include the banding scheme. Members recognised that further work had to be done in order to adjust to the current model.

Members were informed that the revised modelling scheme would be implemented for the financial year 2020/21, as opposed to 19/20. Members commented that the proposed scheme was good in principal.

In response to Members' question, Members were informed that Redditch Borough Council had commenced the formal consultation in respect of the proposed council tax scheme. It was noted that Universal Credit had already commenced in the Redditch area and that the demographics of Redditch were very different to those of Bromsgrove.

RESOLVED that the revised Local Council Tax Support Scheme report for 2020/21 be considered at the Overview and Scrutiny Board on 29th October, 2018.

43/18

WASTE COLLECTION SERVICE - UPDATE ON CURRENT POSITION AND FUTURE PLANS

At its meeting on 3rd September, 2018, the Board requested an update in respect of the Waste Collection Service. This was following the issues that had led to problems with the collection of residents' bins across the District. Members had asked that the Portfolio Holder for Health and Wellbeing and Environment Services and Head of Environmental Services be invited to the meeting to discuss the issues highlighted. It was noted that the Portfolio Holder had sent her apologies due to illness and that the Head of Service was on annual leave, with the Environmental Services Manager attending in his absence.

The Executive Director of Finance and Resources provided the Board with an overview of the Waste Collection Services. The Waste Collection Team provided a service to every household in the District on a two week cycle of four day working from Tuesday to Friday. Members suggested that the waste service look at working on a five working day basis and the Environmental Services Manager stated that this would be incorporated in a revised business plan which would come forward to Members in due course.

In addition, a Garden Waste Service was provided, for which a charge was made, that operated across part of the District in conjunction with the grey bin service, and the other part of the district in conjunction with the green bin service. The Depot also provided a commercial waste service and a commercial tanker service for Cesspool emptying that generated an income for the Council. This had experienced strong growth in the last three years.

The resources to provide the services were as follows:

- 51 staff
- 13 full crews (Nine for Domestic Waste Services and four for Garden Waste)
- 2 crews of 2 (Trade and Rural Domestic Round)
- 1 Tanker (Cesspools).

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Overview and Scrutiny Board
1st October 2018

To provide the service 44 staff were required on a day to day basis, leaving seven staff every day to cover any annual leave and sickness.

Members were informed that in 2017/18, the Council spent £93,641 on agency staff to support the service due to staff sickness. Between April to June 2018/19, it was identified that there was approximately £90,000 expenditure on agency staff across Bromsgrove and Redditch Councils, part of this was to cover vacancies and long term sickness. This meant that ten to twelve agency staff were required on a daily basis across the joint Environmental Services Waste Team. This had been discussed as a concern with the Portfolio Holder, and it was agreed that the Council would review how it delivered the service in order to assess what was achievable with the current resources.

As part of reviewing the service, temporary staff were recruited to support the growth in the service area, together with route optimisation data and staff finishing times which would be used to determine how the service should be delivered. This would then form part of the business case for the service review which was planned. Further detail in respect of these areas was provided within the written report.

Members outlined the problems that had been raised with them by residents in respect of missed bin collections in their wards. The issues had first been reported on 17th August, 2018, and some of the residents' bins had not been collected for a further two weeks. Members asked what areas in the District had been a priority for the missed bins to be collected. The Environmental Services Manager explained that the areas where prioritised were there would be minimal disruption to other parts of the service, such as the Town Centre.

The Board commented on the lack of communication leading up to the disruption and that other areas within the Council had not been informed of the issues. It was felt that there had been no robust action in place in order to inform residents appropriately. The Board was advised that the reason for this was that the senior manager was on holiday at the time. Members felt that this was a failure on a corporate level and suggested the concerns should have been addressed at full Council. The Executive Director of Finance and Resources informed the Board that the Corporate Management Team acknowledged that communication with residents and services was required and that the level of communication was not acceptable.

Members raised concerns in relation to agency staff being discharged and felt that this was not the appropriate decision to be made. The Executive Director of Finance and Resources stated it was deemed that this was a prudent course of action to take at the time as the sickness level of staff which followed was not expected. The Environmental Services Manager clarified that some agency staff had been recruited to permanent posts and that the number of staff employed had therefore not reduced.

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Overview and Scrutiny Board
1st October 2018

Members explained that reports in the media had stated that the disruption was related to agency staff being released; following an overspend on the budget and not due to sickness. The Environmental Services Manager emphasised that the significant issues leading to the disruption of missed bin collections were due to high levels of staff on leave and sickness and this had been communicated to the press. It was confirmed that the sickness was due to staff having a virus and not stress related. Members discussed whether the nature of sickness should be mentioned in the report. It was confirmed that this was acceptable on a general basis as the report did not include details of individual members of staff.

Members further stated that the media mentioned that the housing growth in the District had also impacted on the disruption of the Waste Collection Services and sought clarity in relation to this. Members were informed that due to growth of the number of properties in the District, over recent years and in the future; this would inevitably have an impact on the Waste Collection Services in the long term.

It was recognised that there were challenges around capacity and resources as the staffing in its current form was not sufficient to deliver the service requirements in the long term. The Council recognised the key areas of development for the future. The Board was further informed that a business plan would be devised in order to improve the Waste Collection Services, in particular, reviewing the resources and the vehicles in order to address the issues that had been identified going forward. Members also discussed and requested that a review of the faulty/damaged and lost bins be carried out, to include the financial implications of this.

The Board commented on the openness and transparent approach adopted by officers and thanked them for this. The Board was informed that full and frank discussions had taken place with staff following the disruption and staff had worked hard to avoid further disruptions. The Environmental Services Manager stated that the team moral was low due to the recent events and adverse publicity. However, staff were committed to delivering a high standard of service nonetheless.

The Board noted that the Leader and Deputy Leader had sent their apologies for this meeting; however they would be attending the next meeting of the Board in respect of a number of other items.

It was suggested by the Vice Chairman and agreed by the Board that the Corporate Performance Working Group undertake a full investigation in respect of the issues with the Waste Collection Services. Members were informed that the Head of Environmental Services had been invited to attend the next meeting of the Working Group and the findings of this would be presented to the Overview and Scrutiny Board and subsequently to Cabinet, if necessary, in due course.

Furthermore, the Board was reminded that the Corporate Performance Working Group was responsible for monitoring and evaluating the effectiveness of the Measures Dashboard and would be looking at the sickness levels in more detail. A report of any findings would again be submitted to the Overview and Scrutiny Board for its consideration. The Chairman of the Corporate Performance Working Group stated that one of the Measures for the Waste Services appeared not to have been updated since 2017 and this would also be reviewed.

Following further discussions Members were assured that no discussions had taken place to outsource the services. In conclusion, Members were invited to visit the depot to see the ongoing work of the operatives. It was noted that a number of Members had already visited and their support had been greatly appreciated by the staff.

RESOLVED that the Waste Collection Service update report be noted.

44/18

ROAD SAFETY AROUND SCHOOLS TASK AND FINISH GROUP - FINAL DRAFT REPORT

Councillor C. Bloore presented the findings and recommendations from the Scrutiny Investigation undertaken by the Road Safety Around Schools Task Group.

The matter was brought to Council's attention at its meeting on 26th April, 2017, when Members considered the following notice of motion, put forward by Councillor P. McDonald:

"That this Council increases its capacity regarding Enforcement Officers to ensure that parking around our schools is safe and that our High streets stop resembling the Wild West because of a lack of enforcement".

Council had requested that the Overview and Scrutiny Board undertook a review of all aspects of Parking Enforcement and that appropriate funding be made available to support the outcome of the review.

The Task Group had met on six occasions from February to September 2018, to discuss the matter in more detail. During the course of the investigation, interviews were undertaken with representatives from Parking Services, County Highways, West Mercia Police, the Environmental Services Manager and the relevant Portfolio Holders.

In addition, Members of the public responded to a press release issued on behalf of the Task and Finish Group. The Head Teachers from Primary, First and Middle Schools had also been contacted for their comments.

The Task and Finish Group had also considered a best practice guide by Living Streets on 'How to get more children walking to school', the

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Worcestershire's Local Transport Plan (LTP) 2018-2030 and examples of work undertaken in Manchester, the use and effectiveness of mobile vehicle CCTV cameras and the Solihull Council School Streets Pilot.

Members welcomed the report and supported the recommendations. Furthermore, Members recognised that more work had to be done around road safety and parking around schools.

Members requested that the report to be disseminated to all schools across the Bromsgrove District. The Senior Democratic Services Officer advised that the report would be published on the Council's website.

Councillor Bloore concluded by thanking all Members and officers involved in the Task Group.

RESOLVED that the Road Safety around Schools Task and Finish Group Final Draft Report to be noted.

RECOMMENDED that the Road Safety around Schools Task and Finish Group report and recommendations be submitted to Cabinet for approval:

- (a) That the details on the Council's website in respect of Parking Services be located in a more prominent position to encourage residents to report local parking concerns;
- (b) That Officers' investigate all options for using of mobile CCTV vehicles in Bromsgrove and report back the findings to Members;
- (c) That Members are provided with the contact details of the local Safer Neighbourhood Team in order that this information can be shared with residents to enable local issues to be recorded and enforcement action to be prioritised accordingly;
- (d) That Parking Services and the Safer Neighbourhood Team discuss and jointly prioritise enforcement action; and
- (e) The Officers investigate the option to employ an additional Parking Enforcement Officer whose role would be dedicated to looking at road safety around schools.

RECOMMENDED that the Road Safety around Schools Task and Finish Group report and recommendations be submitted to Worcestershire County Council for approval:

- (a) That Officers from Worcestershire County Council and the Council contact Solihull Council to look at the pilot exclusion zone scheme in order to consider it as an option

in some areas within Bromsgrove District and report back any findings to Members; and

- (b) That Worcestershire County Council Highways Team, together with representatives from the Safer Neighbourhood Team and Parking Services come together to discuss a joint campaign to address parking issues around schools and ongoing collective action on this matter.

45/18

CCTV SHORT SHARP REVIEW - FINAL DRAFT REPORT

Councillor S. Colella presented the findings and recommendations from the Scrutiny Investigation undertaken by the CCTV Short Sharp Review.

On 19th December, 2016, the Overview and Scrutiny Board was provided with an update in relation to CCTV. A number of concerns were raised by Members in respect of the allocation of CCTV cameras and determining the allocation, in particular, the timescales and decision makers. The Board was unanimous in its view that the matter needed further investigation to ensure that the service met the needs of the Council and residents, was fit for purpose and provided value for money.

A Short Sharp Review Group was set up which comprised of Councillors S. Colella, M. Thompson and S. Webb. The Group met on seven occasions from March 2017 to September 2018, to consider the current and future CCTV provision in Bromsgrove District in more detail.

Members felt that a review of the current scheme would provide the opportunity to consider the best system to meet the needs of the Council, together with possible locations to ensure that cameras were placed appropriately.

It was agreed that the analysis which would be undertaken by the Community Safety Partnership was needed to assist in determining the location of cameras. It was suggested that there needed to be a strategy in place for re-deployable cameras and it was highlighted that it would be important to talk to Worcestershire County Council (WCC) to discuss the potential use of lampposts for positioning re-deployable cameras as these cameras would provide the flexibility to meet local concerns.

Members acknowledged that some residents would be concerned if the cameras were removed in their area. Councillor Colella stated that some of the cameras were located in the wrong place and that this had to be addressed as cameras should be located in the hotspot areas to ensure that Bromsgrove was kept safe for all residents.

Councillor S. Colella concluded by thanking all Members and officers involved in the Task Group.

RESOLVED that the CCTV Short Sharp Review Final Draft Report be noted.

RECOMMENDED that the CCTV Short Sharp Review report and recommendations be submitted to Cabinet for approval:

- (a) That the Council's £40k capital funding be used to match-fund a bid to the Police and Crime Commissioner (PCC) for CCTV funding in order to replace the current CCTV transmission infrastructure to a digital network and to purchase and resource the introduction of re-deployable cameras;
- (b) The current camera locations be reviewed in accordance with the Surveillance Camera Commissioners guidance and using data from the Community Safety Partnership, to ensure that they still meet their purpose with cameras to be removed as appropriate; and
- (c) That Officers' have a rolling programme target to replace the existing cameras over a 3 year period, by replacing approximately 20 cameras per year, subject to a capital bid.

46/18

TRANSPORT PLANNING REVIEW - VERBAL UPDATE

The Chairman informed the Board that he had met with the Strategic Planning Manager to discuss the issues highlight by the Board. The Chairman reported that a Sub Group had been set up which comprised himself, and Councillors S. Colella, P. Thomas and S. Webb. Members were advised that this was a single subject meeting to meet key officers to discuss the issues in more detail.

The discussions and outcome of the meeting would be provided in a verbal update at the next meeting of the Board on 29th October, 2018.

RESOLVED that an update in relation to the Transport Planning Review be provided at the next meeting of the Overview and Scrutiny Board on 29th October, 2018.

47/18

FINANCE AND BUDGET WORKING GROUP - VERBAL UPDATE

Members were advised that the next meeting of the Finance and Budget Working Group was scheduled to take place on the 16th October, 2018.

48/18

MEASURES DASHBOARD WORKING GROUP - VERBAL UPDATE

Members noted that the Measure Dashboard Working Group was now called the Corporate Performance Working Group.

Councillor S. Webb informed the Board that the next Corporate Performance Working Group was scheduled to take place on the 18th October, 2018. The Head of Environmental Services had been invited to attend the meeting to provide Members with an update in relation to the Waste Collection Services and highlight the issues raised.

49/18

TASK GROUP UPDATES

At the Overview and Scrutiny Board on 3rd September, 2018, it was proposed that a Task Group be undertaken to look at Paperless meetings. The Senior Democratic Services Officer informed the Board that there was only one Member so far who had been appointed to the Group and a minimum of three Members would be ideal.

Councillor S. Webb suggested that if no other Members were appointed that the Paperless Task Group be incorporated in to the work of the Corporate Performance Working Group. Councillor R. Dent stated that she was happy to be part of the Task Group should it go ahead.

50/18

WORCESTERSHIRE HEALTH OVERVIEW AND SCRUTINY COMMITTEE - VERBAL UPDATE

Councillor C. Bloore informed the Board that The Health Overview and Scrutiny Committee (HOSC) received a presentation of an overview of the Child and Adolescent Mental Health Service (CAMHS). Members were informed that the current service provided to people with mental health was not fit for purpose. It was identified that patients were waiting up to six months to receive the right help. He further reported that patients were either referred incorrectly or no help of support was provided to them.

Councillor Bloore discussed with Members the ongoing problems in regards to the ambulance services and explained some of the complex issues facing the service. It was understood that the West Midlands Ambulance Service was operating in a difficult environment due to a number of issues. It was believed that ambulances were waiting up to five hours outside the hospital to transfer patients to the care of a clinician in hospital due to staffing and resource issues.

Members acknowledged that some of the response times with in the ambulance services had been inadequate due to various reasons. Councillor Bloore explained that additional ambulances were not being provided and it was recognised that this was serious problem.

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1st October 2018

Members further commented on the recent report in respect of the Worcestershire County Council funding arrangements. Councillor Bloore agreed to disseminate the presentation in relation to the funding arrangements to Members.

51/18

CABINET WORK PROGRAMME

Members were circulated the Cabinet Leader's Work Programme from 1st November, 2018 to 28th February, 2019 for consideration.

Councillor C. Bloore asked for the update in relation to the Homelessness Task and Finish Group. The Senior Democratic Services Officer stated that she would circulate the update of progress to him.

Officers highlighted that a number of items on the Work Programme were already on the Board's Work Programme or would be discussed at meetings of the Finance and Budget Working Group.

RESOLVED that the Cabinet Leader's Work Programme from 1st November, 2018 to 28th February, 2019 be noted.

52/18

OVERVIEW AND SCRUTINY BOARD WORK PROGRAMME

The Senior Democratic Services Officer presented the Overview and Scrutiny Board's Work Programme for 2018/19.

RESOLVED that the Overview and Scrutiny Board's Work Programme for 2018/19 be noted.

53/18

IN HOUSE MANAGEMENT OF BROMSGROVE MARKET - VERBAL UPDATE

Members were informed that the Head of Leisure and Cultural Services was unavailable to attend this meeting, due to illness, to provide Members with an update in respect of the market provision in Bromsgrove.

RESOLVED that the Deputy Leader and Portfolio Holder for Economic Development, the Town Centre and Strategic Partnerships and the Head of Leisure and Cultural Services be invited to the next meeting of the Board on 29th October, 2018.

The meeting closed at 7.38 p.m.

Chairman

CABINET LEADER'S WORK PROGRAMME

1 NOVEMBER 2018 TO 28 FEBRUARY 2019
(published as at 1st October 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
Adoption of Revised Dodford Conservation Area Boundaries, Appraisal and Management Plan Key: No	Cabinet 5 Dec 2018 Council 23 Jan 2019		Report of the Head of Planning and Regeneration	Mike Dunphy, Strategic Planning and Conservation Manager Tel: 01527 881325 Portfolio Holder for Planning Services and Strategic Housing
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 2 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

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
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
Private Sector Home Repair Assistance Policy Update Key: No	Cabinet Not before 5th Dec 2018		Report of the Head of Community Services	Derek Allen, Strategic Housing Manager Tel: 01527 881278 Councillor C. B. Taylor
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
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

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
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
Bromsgrove Sports and Physical Activity Strategy Key: No	Cabinet Not before 1st Feb 2019	This item has slipped from 10 January 2018 due to changes in the way activity levels are monitored by Sports England.	Report of the Head of Leisure and Culture	John Godwin, Head of Leisure and Cultural Services Tel: 01527 881762 Councillor P. J. Whittaker
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

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
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
Finance Monitoring Quarter 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

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
29/10/18	Transport Planning Report – Verbal Update	
	In House Management of Bromsgrove Market - Verbal update	
	Council Tax Support Scheme – pre-scrutiny	Deferred from Cabinet on 5/9/18
	Development of the Burcot Lane Site	Item picked up from Cabinet Work Programme 3/9/18
	Corporate Peer Challenge Action Plan	Item picked up from Cabinet Work Programme 3/9/18
	Working Group Updates: <ul style="list-style-type: none"> • Finance and Budget • Corporate Performance 	
	Task Group Updates: <ul style="list-style-type: none"> • Paperless Bromsgrove 	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme	
	O&S Board Work Programme	
03/12/18	Working Group Updates: <ul style="list-style-type: none"> • Finance and Budget • Corporate Performance 	
	Task Group/Short Sharp Review Updates: <ul style="list-style-type: none"> • Paperless Bromsgrove 	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	O&S Board Recommendation Tracker	
	Cabinet Leader’s Work Programme	

Agenda Item 12

Date of Meeting	Subject	Additional Information
	O&S Board Work Programme	
14/01/19	Working Group Updates: <ul style="list-style-type: none"> Finance and Budget Corporate Performance	
	Task Group Updates:	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme	
	O&S Board Work Programme	
11/02/19	Bromsgrove Sports and Physical Activity Strategy	Picked up from the Cabinet Leader’s Work Programme
	Task Group Updates:	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme	
	O&S Board Work Programme	
04/03/19	Working Group Updates: <ul style="list-style-type: none"> Finance and Budget Corporate Performance	
	Task Group Updates:	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme	
	O&S Board Work Programme	
08/04/19	Working Group Updates and Review of work carried out in the 2017/18: <ul style="list-style-type: none"> Finance and Budget Corporate Performance	
	Task Group 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.

- Review of the sports hall negotiation process

Potential Items for pre-scrutiny

- Bromsgrove Local Lottery – Awaiting further information from Cabinet (put on hold for at least 6 months).

Updates Received - Monthly

The Council's representative on the Worcestershire Health Overview and Scrutiny Committee 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.

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>