



BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

MONDAY 14TH JANUARY 2019
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 3rd December 2018 (Pages 1 - 8)
4. Homelessness Grant and Flexible Support Grant 2019/20 - Pre-scrutiny (to follow)
5. A Joint Pay Scale Report - Pre-scrutiny (to follow)

Details on this matter are included within the Medium Term Financial Plan.
6. Transport Planning Review Report - Verbal Update
7. Cabinet Response to the Road Safety Around Schools Task Group Report (Pages 9 - 12)

8. Cabinet Response to the CCTV Short Sharp Review (Pages 13 - 14)
9. Overview and Scrutiny Board Recommendation Tracker (Pages 15 - 28)
10. Finance and Budget Working Group - Update
11. Corporate Performance Working Group - Update
12. Task Group Updates
 - Business Rates Relief Short Sharp Review
 - Bromsgrove Sports Task Group
13. Overview and Scrutiny Board Topic Proposal - Planning Department (Pages 29 - 32)
14. Worcestershire Health Overview and Scrutiny Committee - Update (Pages 33 - 40)

Minutes of the most recent HOSC meeting attached for information.

15. Cabinet Work Programme
16. Overview and Scrutiny Board Work Programme (Pages 41 - 44)
17. 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.
18. 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 the 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>	<u>Paragraph(s)</u>
19	3

19. Confidential Overview and Scrutiny Board Minutes 3rd December 2018
(Pages 45 - 46)

K. DICKS
Chief Executive

Parkside
Market Street
BROMSGROVE
Worcestershire
B61 8DA

4th January 2019



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BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

3RD DECEMBER 2018, AT 6.00 P.M.

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

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

68/18 **APOLOGIES FOR ABSENCE AND NAMED SUBSTITUTES**

The Chairman welcomed Councillor P. McDonald to the Overview and Scrutiny Board.

Members were advised that Councillor C. Bloore was no longer a Member of the Board and the Chairman expressed his gratitude for his contribution and commitment to the Board.

Apologies for absence were received on behalf of Councillors C. Allen-Jones, S. Colella and R. J. Laight.

69/18 **DECLARATIONS OF INTEREST AND WHIPPING ARRANGEMENTS**

There were no declarations of interest or whipping arrangements.

70/18 **TO CONFIRM THE ACCURACY OF THE MINUTES OF THE MEETING OF THE OVERVIEW AND SCRUTINY BOARD HELD ON 29 OCTOBER 2018**

The minutes of the Overview and Scrutiny Board held on 29th October, 2018 were submitted for Members' consideration. The Senior Democratic Services Officer (Bromsgrove) provided an update on the following recommendations to Cabinet from the last meeting:

- Transport Planning Report - that the Issues and Options consultation process be suspended pending receipt of further information from Worcestershire County Council in respect of the future plans for the infrastructure for Bromsgrove. The recommendation was rejected by Cabinet.
- Corporate Peer Challenge - that the Constitution Review Working Group carry out a wider review of Council procedures to aid the debating process, with particular focus on supplementary questions. The recommendation was carried at Cabinet and would

be on the agenda for the next meeting of that Group, planned for February 2019.

- Development of the Burcot Lane Site – The recommendations were carried, with a slight amendment of the wording in respect of recommendation (b).

RESOLVED that the minutes of the Overview and Scrutiny Board held on 29th October, 2018 be approved as an accurate record.

71/18

FINANCE AND BUDGET WORKING GROUP - VERBAL UPDATE

The Chairman provided an update in respect of the Finance and Budget Working Group. The Board was advised that at the last meeting of the Group an update in respect of the Fees and Charges budget was provided from the Head of Planning and Regeneration and from the Executive Director, Finance and Resources in respect of Customer Access and Financial Services.

It was agreed that at the next meeting of the Working Group, to be held on 17th December, 2018, an update on the Local Government's Settlement would be considered. It was anticipated that this would be received on 6th December.

Members were further advised that all Head of Services, Portfolio Holders and Group Leaders had been invited to attend the Working Group meeting to be held on 10th January, 2019 to review the Fees and Charges for their respective areas. Members would also consider reports in respect of any Capital Bids and unidentified savings.

72/18

CORPORATE PERFORMANCE WORKING GROUP - UPDATE

The Board received a report which outlined the findings of the Corporate Performance Working Group in respect of paperless committee meetings. In presenting the report, Councillor S. Webb highlighted that the Group had looked into the use of electronic devices (iPads) in place of printed committee agendas and papers. This had included more extensive use of the modern.gov app to access agendas and reports.

The Board was reminded that in December, 2017, Councillor B. Cooper had proposed that a Scrutiny review be launched in order to look at how to reduce paper generated for Committee meetings. The Overview and Scrutiny Board had subsequently concluded that the review should be undertaken by the Corporate Performance Working Group.

Members discussed the cost of printing and noted that the Council had recently taken out a new contract and therefore comparative data was not currently available. However, the Executive Director, Finance and Resources confirmed that she would speak to the relevant officers and

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3rd December 2018

clarify savings which had been made from that contract and potential future savings.

Members acknowledged that the potential advantages of paperless working would reduce printing and postage cost, environmental benefits through reduced use of paper, and savings in officer time spent in printing agendas.

The Modern.Gov software allowed Councillors and officers to access committee agendas and minutes for Bromsgrove District Council committee meetings. Members raised concerns in relation to IT issues and accessing the Wi-Fi at the Council building.

The Senior Democratic Service Officer (Bromsgrove) suggested a presentation be given at a future Board meeting to demonstrate to Members how to access agenda packs on their iPads, using the Modern.Gov software.

Councillor Webb reiterated that training would be offered to Members if requested and clarified that the Group had found their experience of using the app was easier than expected to use.

The Senior Democratic Services Officer (Bromsgrove) clarified that Members and respective officers would also be able to access confidential/exempt agendas and papers when provided with the appropriate log in details.

It was agreed that a trial of paperless meetings be undertaken by Members of the Overview and Scrutiny Board. A hard copy of agendas would still be provided to Members that did not wish to go paperless.

It was also agreed that the Executive Director of Finance and Resources would ask the relevant officers to provide a breakdown of the cost of maintaining and supporting Members' use of iPads.

RESOLVED:

- a) that a trial of paperless meetings should be undertaken by Members of the Overview and Scrutiny Board;
- b) that the Overview and Scrutiny Board should launch a trial whereby the agenda should be displayed on a screen during the future meetings; and
- c) that the Senior Democratic Service Officer (Bromsgrove) arrange a demonstration to Members of the Overview and Scrutiny Board in how to access agenda packs in an electronic form, using the Modern.Gov software on their iPads at a future meeting of the Board.

73/18

TOPIC PROPOSAL - BROMSGROVE SPORTING

At the last meeting of the Board, Members agreed to launch a Task Group to review the work of Bromsgrove Sporting Football Club. Members were reminded that Councillor C. Bloore had put forward the topic proposal.

The Senior Democratic Services Officer (Bromsgrove) advised the Board that as Councillor C. Bloore was no longer a Member of the Board he could not be appointed as Chairman to the Task Group, however, he could still take part in the review if he so wished.

The Chairman asked for expressions of interest from Members to Chair the Task Group. Both Councillors S. Webb and M. Thompson expressed their interest.

The Senior Democratic Service Officer (Bromsgrove) advised Members that the terms of reference would be circulated to Members and nominations sought to take part in the review. It was noted that Councillor Webb showed an interest to be part of the review.

RESOLVED:

- (a) the a Task Group be established to review the Bromsgrove Sporting Football Club;
- (b) that Councillor M. Thompson be appointed as Chairman of the Task Group; and
- (c) that officers make the necessary arrangements to set up the Task Group and its work commence as soon as possible.

74/18

TASK GROUP UPDATES

The Senior Democratic Services Officer (Bromsgrove) advised Members that the Cabinet responses in respect of the CCTV Short Sharp Review and the Road Safety Around Schools Task Group would be submitted at the next Overview and Scrutiny Board on 14th January, 2019 for consideration.

With regards to further task groups, it was noted that a Task Group had been established to review the Bromsgrove Sporting Football Club in the previous item of the agenda.

75/18

WORCESTERSHIRE HEALTH OVERVIEW AND SCRUTINY COMMITTEE - VERBAL UPDATE

Councillor C. Bloore had provided a written update of the Worcestershire Health Overview and Scrutiny Committee which was tabled at the meeting.

(The meeting was adjourned at 6:27 pm and resumed at 6:29 pm in order for Members to read the update provided).

Members raised a number of concerns, including pregnant women having to be transported to the Worcester Hospital in taxis; as the Maternity Ward in Redditch was no longer in operation and the shortage of ambulance vehicles which impacted on patients being transported to and from Bromsgrove to Worcestershire Hospital.

Notwithstanding the concerns raised, the Chairman requested that Councillor Bloore be invited to the next meeting of the Board in January, 2019 to provide a more detailed update in respect of the information provided and to address the points raised.

RESOLVED that Councillor C. Bloore be invited to the next meeting of the Overview and Scrutiny Board held on 14th January, 2019 in order to provide Members with an update in respect of the Worcestershire Health Overview and Scrutiny Committee.

76/18

CABINET WORK PROGRAMME - TABLED AT THE MEETING

Members considered the Cabinet Leader's Work Programme from 1st January to 30th April, 2019. It was noted that the Finance and Budget Working Group would consider all items related to finance.

The following items were agreed to be considered by the Overview and Scrutiny Board:

- Homelessness Grant and Flexible Support Grant 2019/20 to be considered at the Board on 14th January, 2019;
- Pay Policy Statement.

RESOLVED:

- a) that the Cabinet Leader's Work Programme from 1st January to 30th April, 2019 be noted; and
- b) that the Overview and Scrutiny Board's work programme be amended subject to the pre-amble above.

77/18

OVERVIEW AND SCRUTINY BOARD WORK PROGRAMME

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

Members were advised that at the last Council meeting, Members considered the following the Notice of Motion, in respect of Business Rates Relief, put forward by Councillor M. Thompson:

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“In 2017 the chancellor committed a £435 million business rate relief package intended on helping high street businesses. The communities secretary at the time, Sajid Javid, promised “absolutely no delay” in allocating and using the money. However, a table of “worst offending councils” shows that Bromsgrove District Council failed to spend almost 70% of their grant. Council notes this waste of central government funding and will set up a cross party investigation into how this was allowed to happen.

During the debate that had followed Councillor S. Baxter had proposed an amendment to the Motion, as detailed below:

“Council notes this waste of central government funding and will refer this matter to the Overview and Scrutiny Board to investigate how this was allowed to happen.”

On being put to the vote the Motion had been carried and the matter referred to the Overview and Scrutiny Board for further consideration.

The Board discussed the Notice of Motion and agreed that a Short Sharp Review would be established to review the Business Rates Relief. Members also agreed that as Councillor Thompson had put forward the Notice of Motion then he should be appointed as the Chairman of the review.

The Senior Democratic Service Officer (Bromsgrove) advised Members that as there were a number of Members absent from the meeting, that she would email Board Members to canvass any interest in joining this Review. Councillor P. McDonald asked to be considered for the Group and it was also noted that Councillor S. Colella had expressed an interest in the subject. Councillor C. Hotham requested to be considered as a reserve. The Senior Democratic Services Officer (Bromsgrove) advised that an ideal number for any such review would usually be 4 to 5 Members and that should there be greater interest in the matter then the matter would be referred to the Chairman of the Board or brought back to the next Board meeting for further discussion.

The Board was also advised that Councillor Glass had contacted the Climate Change and Energy Support Officer in respect of an item; this had subsequently been referred to the Technical Services Manager at Worcestershire Regulatory Services. The Technical Services Manager had discussed this with Councillor P. Whittaker, the relevant Portfolio Holder and he had suggested that a report in relation to the Clean Air Fund be presented to the Overview and Scrutiny Board. This report would cover how the Worcester City Task and Finish Group (on Air Quality) worked and present the options available to Bromsgrove District Council to review measures to improve air quality.

Following discussion, the Board agreed that it would be useful to receive a presentation in respect of Clean Air Fund at the meeting held on 11th February, 2019. In addition, Members also requested information to be provided in respect of speed restrictions and the impact on air pollution and low emission zone.

78/18

**CONFIDENTIAL MINUTES OF THE OVERVIEW AND SCRUTINY BOARD
HELD ON 29 OCTOBER 2018**

RESOLVED that the confidential minutes of the Overview and Scrutiny Board held on 29th October, 2018 be approved as an accurate record.

(During consideration of this item Members discussed matters that necessitated the disclosure of exempt information. It was therefore agreed to exclude the press and public prior to any debate on the grounds that information would be revealed relating to financial and business affairs. However, there is nothing exempt in this record of the proceedings.)

The meeting closed at 7.00 p.m.

Chairman

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Cabinet Response to the Overview and Scrutiny Safety around Schools Task Group

Introduction

At the Cabinet meeting on 31st October, 2018 consideration was given to the report of the Safety Around Schools Task Group. The Leader welcomed Councillor C. Bloore, as Chairman of the Task Group, to the meeting and thanked him for being present to provide clarification on any matters raised by Cabinet Members. Councillor Bloore outlined the work which had been undertaken by the Task Group and thanked Members and officers for their contributions.

The Cabinet then discussed and considered each of the recommendations of the Task Group in detail.

Response to recommendations

Please find below responses to the recommendations contained within the scrutiny report:

Recommendation 1

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.

Cabinet Response

This recommendation was approved.

Discussions are underway with IT to include the contact details for Parking Services on the home page of the council's website.

This will be completed as soon as possible, certainly by the end of January 2019.

Recommendation 2

That Officers from Worcestershire County Council and this 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.

Cabinet Response

This recommendation was approved.

(This recommendation has been sent to the relevant officers at WCC requesting that they take appropriate action in the first instance – to date a response has not been received and a further reminder will be sent to the relevant Officers shortly.)

Recommendation 3

That Officers investigate all options for using of mobile CCTV vehicles in Bromsgrove and report back the findings to Members.

Cabinet Response

This recommendation was approved.

We are working with Wychavon to find other authorities who use mobile CCTV and arrange to visit them to discuss how they use the technology and how effective it has been.

The results will be reported back to Members by the end of February 2019.

Recommendation 4

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.

Cabinet Response

This recommendation was approved.

The necessary arrangements are being made for this to be done.

Recommendation 5

That Parking Services and the Safer Neighbourhood Team discuss and jointly prioritise enforcement action.

Cabinet Response

This recommendation was approved.

Initial meetings to be held in January 2019.

Recommendation 6

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

Cabinet Response

This recommendation was approved.

(This recommendation has been sent to the relevant officers at WCC requesting that they take appropriate action in the first instance – to date a response from WCC Officers has not been received and a further reminder will be sent out.)

Recommendation 7

The Officers investigate the option to employ an additional Parking Enforcement Officer whose role would be dedicated to looking at road safety around schools.

Cabinet Response

This recommendation was approved.

Wychavon will provide details including the likely cost of employing another Enforcement Officer.

Information to be provided to Members in February 2019.

The Leader and the Portfolio Holder thanked the Task Group Chairman and Members for their work in producing a very useful report.

Councillor P. Whittaker – Portfolio Holder for Community Services.

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Cabinet Response to the Overview and Scrutiny CCTV Short Sharp Review

Introduction

At the Cabinet meeting on 31st October, 2018 consideration was given to the report of the CCTV Short Sharp Review. The Leader welcomed Councillor C. Colella, as Chairman of the Short Sharp Review, to the meeting and thanked him for being present to provide clarification on any matters raised by Cabinet Members. Councillor Colella outlined the work which had been undertaken by the Short Sharp Review and thanked Members and officers for their contributions. He further expressed his gratitude to the Police and Crime Commissioner and Community Safety Team for making funds available to progress the improvements.

The Cabinet then discussed and considered each of the recommendations of the Task Group in detail.

Response to recommendations

Please find below responses to the recommendations contained within the scrutiny report:

Recommendation 1

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 redeployable cameras.

Cabinet Response

This recommendation was approved.

Officer Update

Following the recommendation above a bid has been submitted to the PCC and Officers are currently awaiting formal acceptance of the plan.

Next step, once approved the project will begin by appointing a technical expert to assist in writing a procurement specification.

Recommendation 2

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

Cabinet Response

This recommendation was approved.

Officer Update

Cameras to be reviewed have been identified and appropriate methodology to review each location is being devised. The review should be completed over the next 2-3 months.

Recommendation 3

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.

Cabinet Response

This recommendation was approved.

Officer Update

A capital bid has been submitted for the next 3 financial years and is awaiting confirmation of agreement .

A

The Leader and the Portfolio Holder thanked the Short Sharp Review Chairman and Members for their work in producing a very useful report.

Councillor P. Whittaker – Portfolio Holder for Community Services.

Recommendation Tracker Update
Overview and Scrutiny Board
14 January 2019

RECOMMENDATION TRACKER REPORT

1. SUMMARY

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

The recommendations are by;

- A. Task and Finish Groups
- B. Finance and Budget Working Group
- C. Corporate Performance Working Group
- D. Overview and Scrutiny Board

2. RECOMMENDATIONS

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

Subject and Date of Meeting requested	Actions	Lead Officer	Date completion required	Comments	Completion Date and RAG Rating
Development Burcot Lane O&S 29 Oct 2018	<u>RECOMMENDED:</u> a) that further work be carried out to explore the options available to the housing company to allow it to act as a letting agent; and b) that the housing company's overarching principle be to provide "affordable" rental accommodation for local people	Derek Allen		<u>Nov 2018</u> The potential for the Council to launch a lettings agency is now being considered as part of the wider discussions taking place concerning the development of a wholly-owned council housing company. A business case is being prepared in relation to this matter, and the potential to launch a lettings agency will be examined within this forthcoming business case. This has been discussed at Cabinet.	AMBER
Transport Planning O&S 29 Oct 2018	<u>RECOMMENDED</u> that the Issues and Options consultation process be suspended pending receipt of further information from Worcestershire County Council in respect of the future plans in respect of the infrastructure for Bromsgrove District.		31 Oct 2018	The recommendation to suspend the consultation process was rejected at Cabinet on 31 st October, 2018.	GREEN
Corporate Peer Challenge O&S 29 Oct 2018	<u>RECOMMENDED</u> that the Constitution Review Working Group carry out a wider review of Council procedures to aid the debating process, with particular focus on supplementary questions.	Kevin Dicks		The recommendation was agreed at Cabinet on 31 st October, 2018.	GREEN

Subject and Date of Meeting requested	Actions	Lead Officer	Date completion required	Comments	Completion Date and RAG Rating
<p>Road Safety around Schools</p> <p>18 Sept 2018</p>	<p>Rec 1 - 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.</p> <p>Rec 2 - That Officers' investigate all options for using of mobile CCTV vehicles in Bromsgrove and report back the findings to Members.</p> <p>Rec 3 - 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.</p> <p>Rec 4 - That Parking Services and the Safer Neighbourhood Team discuss and jointly prioritise enforcement action.</p> <p>Rec 5 - The Officers investigate the option to employ an additional Parking Enforcement Officer whose role would be dedicated to looking at road safety around schools.</p> <p>Rec 6 - That Officers' from</p>			<p>Dec 2018</p> <p>The recommendations were agreed by Cabinet at its meeting on 31st October.</p> <p>Recommendations have been sent to relevant officers to action and update received as follows:</p> <p>Rec 1 - Discussions are underway with IT to include the contact details for Parking Services on the home page of the council's website. This will be completed asap certainly by the end of January 2019.</p> <p>Rec 2 - This recommendation has been sent to the relevant officers at WCC requesting that they take appropriate action in the first instance.</p> <p>Rec 3 – The Council are working with Wychavon to find other authorities who use mobile CCTV and arrange to visit them to discuss how they use the technology and how effective it has been. The results will be reported back to members by the end of February 2019.</p> <p>Rec 5 - Initial meetings to be held in January 2019.</p>	<p>AMBER</p>

	<p>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.</p> <p>Rec 7 - 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.</p>			<p>Rec 6 - This recommendation has been sent to the relevant officers at WCC requesting that they take appropriate action in the first instance.</p> <p>Rec 7 - Wychavon will provide details including the likely cost of employing another Enforcement Officer. Information to be provided to members in February 2019.</p>	
Pre – Scrutiny Council Tax Support Scheme Review – O&S 3 Sept 2018	RECOMMENDED that consideration of the proposed Local Council Tax Support Scheme for 2019/20 be deferred, pending further information.	David Riley and Jayne Pickering		It was agreed at Cabinet in October that the formal consultation with the major preceptors and the public on the proposed design of a revised scheme take place for 8 weeks from 1 November 2018.	AMBER
Hospital Car Parking Charges Board Investigation Final Report – O&S 3 Sept 2018	RECOMMENDED that Full Council write to the Secretary of State to suggest that NHS Trust owned hospital car parks should be made free of charge.		Sept 2018	The recommendation was agreed at Council in Sept and the Leader has written to the Secretary of State.	GREEN

RED – Overdue **AMBER** – Ongoing **GREEN** – Completed

Subject and Date of Meeting requested	Actions	Lead Officer	Date completion required	Comments	Completion Date and RAG Rating
Anti- Social Behaviour Crime and Policing Act 2014 (Implementation of Provisions) O&S 3 Sept	<p>The Council's Scheme of Delegations be amended, as detailed within the report subject to the inclusion of "in consultation with the Ward Councillor", where appropriate.</p>		Sept 2018	<p>It was recommended at Cabinet in September</p> <p>1. that the powers available to the Council under the Anti Social Behaviour, Crime and Policing Act 2014, as amended in Dec 2017 are noted; and</p> <p>2. that the Council's Scheme of Delegation is amended, in accordance with recommendations outlined in Section 3.6 of this report, to allow relevant officers to apply these tools and powers, subject to the inclusion of "in consultation with the Ward Councillor where appropriate". It was resolved at Council on 19 Sept</p> <p>a) that the powers available to the Council under the Anti Social Behaviour, Crime and Policing Act 2014, as amended in Dec 2017 are noted; and</p> <p>b) that the Council's Scheme of Delegation is amended, in accordance with recommendations outlined in the report.</p>	GREEN

Subject and Date of Meeting requested	Actions	Lead Officer	Date completion required	Comments	Completion Date and RAG Rating
CCTV Short Sharp Review 30 Aug 2018	<p>Rec 1 - 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.</p> <p>Rec 2 - 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.</p> <p>Rec 3 - 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.</p>			<p><u>Dec 2018</u> The recommendations were agreed by Cabinet at its meeting on 31st October.</p> <p>Recommendations have been sent to relevant officers to action. A formal response will be received by the Board as soon as possible, which will include timelines for completion of the necessary work.</p>	<p>AMBER</p>
12 February 2018 Overview and Scrutiny Board	<p>That Worcestershire Regulatory Services reverse the proposal to revoke the Hagley AQMA;</p>			<p><u>24 July 2018 – Council</u> Resolved that Kidderminster Road, Hagley AQMA be revoked</p>	<p>Abandon</p>

RED – Overdue **AMBER** – Ongoing **GREEN** – Completed

Subject and Date of Meeting requested	Actions	Lead Officer	Date completion required	Comments	Completion Date and RAG Rating
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.	Jayne Pickering	Nov 2018	Nov 2018 Additional recharge of over £100k refunded to BDC to cover associated time spent <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.	GREEN
O&S Board 15 January 2018	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	Jayne Pickering		Nov 2018 Time spent to be refunded to BDC from RBC for 2018/19 <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.	AMBER
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	Anne-Marie		<u>Dec 2018</u> Update request sent to Anne-Marie. Waiting for response. <u>May 2018 Update–</u> The use of social media to promote meetings did start but then petered out.	AMBER

RED – Overdue **AMBER** – Ongoing **GREEN** – Completed

				<p>This will be re-started with vigour.</p> <p><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.</p>	
<p>Social Media Task and Finish Group Final</p> <p>30 October 2017</p>	<p>Rec 2 - the Council should consider a trial of the live streaming of particular items/meetings of interest to residents through Facebook</p>			<p>After discussion between the Group Leaders, this was put on hold and may be considered again in the new municipal year.</p> <p><u>December 2018</u> The Member Development Steering Group continue to discuss this matter.</p> <p><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.</p> <p><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.</p>	<p>AMBER</p>

Subject and Date of Meeting requested	Actions	Lead Officer	Date completion required	Comments	Completion Date and RAG Rating
Social Media Task and Finish Group Final 30 October 2017	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.	Anne-Marie Harley		<p><u>Dec 2018</u> Update request sent to Anne-Marie on 28 Dec and 20 Nov. Waiting for response.</p> <p><u>May 2018 Update</u> - This recommendation is in progress.</p> <p><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.</p>	AMBER
Preventing Homeless-ness Task and Finish Group 19 September 2016	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.	Derek Allen		<p><u>Nov 2018</u> The potential for the Council to launch a lettings agency is now being considered as part of the wider discussions taking place concerning the development of a wholly-owned council housing company. A business case is being prepared in relation to this matter, and the potential to launch a lettings agency will be examined within this forthcoming business case.</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-</p>	AMBER

				<p>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>	
Evening and Weekend Car Parking Task and Finish Group	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:	Cllr May		<p><u>Dec 2018</u> Update request sent on 28 Dec and 20 Nov to Cllr May to provide an update on the current position. Waiting for a response.</p>	AMBER

<p>21 March 2016</p>	<p>a) Ensuring that car parking arrangements are managed in accordance with the interests of the local economy.</p> <p>b) Working with partners in business 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.</p> <p>The recommendation was therefore accepted in the amended form below:</p> <p>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:</p> <p>(a) ensuring that car parking arrangements are managed in accordance with the interests of the local economy;</p> <p>(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</p> <p>(c) ensuring that car parking arrangements support the Council's</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.</p> <p><u>Update September 2017</u> An update will be provided at the meeting.</p> <p><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.</p> <p><u>Cabinet Response - 6th April 2016</u> 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</p>	
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	Economic Priorities++			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.	
Evening and Weekend Car Parking Task and Finish Group 21 March 2016	Rec 2 - Having formulated the Economic 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: 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.	Cllr May		<u>Dec 2018</u> Update request sent to Cllr May on 28 Dec and 20 Nov. Waiting for a response. <u>Update September 2017</u> An update was provided at the meeting. <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. 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	AMBER

				(c)Relevant Portfolio Holders (d)Members of the Evening and weekend car Parking Task Group (e) Local businesses and retailers (f)Town Centres Manager	
Evening and Weekend Car Parking Task and Finish Group 21 March 2016	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	Cllr May		<u>Dec 2018</u> Update request sent to Cllr May on 28 Dec and 20 Nov – Waiting for a response. <u>Cabinet Response – 6 April 2016</u> Recommendation 3 was agreed. data and information available to ensure that any such trial can be measured successfully.	AMBER
O&S Board 28 Nov 2016	Rec 7 - An exercise be carried out to ensure the Council makes the best use of its assets	Jayne Pickering	Nov 2018	<u>Nov 2018</u> Land and Assets Group has been established to consider use of assets and present options to Members on a case by case basis	GREEN
O&S Board 28 Nov 2016	Rec 8 - Officers ensure that the Asset Register is kept up to date at all times.	Jayne Pickering	Nov 2018	<u>Nov 2018</u> Asset Register is updated and agreed by Auditors as part of final accounts process. <u>Cabinet Response 7 December</u> This was agreed and to be implemented with immediate effect.	GREEN
O&S Board 28 Nov 2016	Rec 9 - A review of the Low Cost Housing Scheme be undertaken as soon as possible	Jayne Pickering / Derek Allen	Nov 2018	<u>Nov 2018</u> On 1 Feb 2018 a report went to Members in respect of a review of the Bromsgrove Low Cost Housing Scheme. It was	GREEN

RED – Overdue AMBER – Ongoing GREEN – Completed

				<p>resolved that in future when an owner of a low cost property wished to sell their property, the Council would also market its 30% share so the property could be marketed at 100%. The capital receipt would then be ring-fenced to provide grant to registered providers or indeed BDC in due course to bring forward future affordable development schemes. Since then five properties have been sold resulting in capital receipts of 277K. The Council have allocated 150K in grant to provide 18 affordable social rented units to which BDC will have nomination rights in perpetuity.</p> <p>The interest in 5 properties has been released with the funding ring-fenced to support affordable units in the future.</p> <p><u>Cabinet Response 7 December</u> This was agreed with an implementation date of 1 April 2017.</p>	
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OVERVIEW AND SCRUTINY BOARD

14 January 2019

SCRUTINY INVESTIGATION PROPOSAL

Relevant Portfolio Holder	Councillor Kit Taylor
Portfolio Holder Consulted	Not at this stage
Relevant Head of Service for Overview and Scrutiny	Claire Felton – Head of Legal, Equalities and Democratic Services
Wards Affected	All wards
Ward Councillor Consulted	No – not at this stage
Non-Key Decision	

1. SUMMARY OF PROPOSALS

- 1.1 An Overview and Scrutiny Topic Proposal Form relating to the Planning Department has been completed by Councillor P. McDonald and is submitted for consideration by the Board.

2. RECOMMENDATIONS

- 2.1 That the Board considers the completed proposal form (at Appendix 1) and agrees to one of the following:
- (a) that further information be requested from a relevant source before deciding whether or not further investigation is required;
 - (b) that the topic is included on the work programme for further investigation at a future date;
 - (c) that the topic is included on the work programme and a Task Group is established to undertake a more in-depth investigation, appoint a Chairman for the Task Group and set a time scale for completion of the investigation; or
 - (d) take no further action.

3. KEY ISSUES

Financial Implications

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

Legal Implications

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

OVERVIEW AND SCRUTINY BOARD

14 January 2019

Service/Operation Implications

- 3.3 An Overview and Scrutiny Topic Proposal Form relating to the Planning Department has been completed by Councillor P. McDonald.
- 3.4 If the Board decides that it does wish to investigate this topic further, it then needs to decide whether it is appropriate for the Board itself to undertake the investigation or whether a more in-depth investigation is required and a task group established.
- 3.5 Another option is for the Board to request further information on the topic from a relevant source to assist Members to decide whether an investigation is required.
- 3.6 Alternatively, the Board could decide that it is not a topic it wishes to investigate, in which case no further action would be required.

Customer / Equalities and Diversity Implications

3.7 N/A

4. RISK MANAGEMENT

4.1 N/A

5. APPENDICES

Appendix 1 – Overview and Scrutiny Proposal Form

6. BACKGROUND PAPERS

None

7. KEY

None

AUTHOR OF REPORT

Name: Amanda Scarce – Senior Democratic Services Officer
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Tel: 01527 881443



OVERVIEW & SCRUTINY TOPIC PROPOSAL

This form can be used for either a Task Group or a Short Sharp Review topic proposal.

Completed forms should be returned to scrutiny@bromsgrove.gov.uk – Democratic Services, Bromsgrove District Council.

Name of Proposer: Peter McDonald	
Tel No: 07472400949	Email: p.mcdonald@bromsgrove.gov.uk
Date: 10/12/18	

<p>Title of Proposed Topic (including specific subject areas to be investigate)</p>	Scrutiny into the actions of Bromsgrove District Council Planning Department.
<p>Background to the Proposal (Including reasons why this topic should be investigated and evidence to support the need for the investigation.)</p>	Practices with references to breaches of Planning Policy/Regulations.
<p>Links to national, regional and local priorities (including the Council's strategic purposes)</p>	One of the main priorities of the Council is to protect the Greenbelt and ensure all businesses within the District comply with planning guidelines and conditions.
<p>Possible Key Objectives (these should be SMART – specific, measurable, achievable, relevant and timely)</p>	To ensure the Greenbelt along with the District Council's Planning Policies are adhered to and that we have a Planning Department that is robust and competent to deal with such breaches.
Anticipated Timescale for completion of the work.	Four weeks

Would it be appropriate to hold a Short Sharp Inquiry or a Task Group? (please tick relevant box)	Task Group X		Short Sharp Inquiry	
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OFFICE USE ONLY - TO BE COMPLETED WHEN THE TOPIC PROPOSAL IS ACCEPTED

Evidence	
Key documents, data, reports	
Possible Site Visits	
Is a general press release required asking for general comments/suggestions from the public?	
Is a period of public consultation required?	
Witnesses	
Officers	
Councillors (including Portfolio Holder)	
Any External Witnesses	

Health Overview and Scrutiny Committee Monday, 26 November 2018, County Hall, Worcester - 10am

Minutes

Present:

Mr P A Tuthill (Chairman), Ms P Agar, Mr G R Brookes, Mr P Grove, Mr A Stafford, Mr R P Tomlinson, Mr T Baker, Mr C Bloore, Mr M Chalk, Mr M Johnson, Mrs F Oborski and Mrs F Smith

Also attended:

Mari Gay, Worcestershire Clinical Commissioning Groups
Paul Brennan, Worcestershire Acute Hospitals NHS Trust
Vicky Morris, Worcestershire Acute Hospitals NHS Trust
Jackie Edwards, Worcestershire Acute Hospitals NHS Trust

Avril Wilson (Interim Director of Adult Services),
Matthew Fung (Public Health Consultant), Sheena Jones (Democratic Governance and Scrutiny Manager) and Jo Weston (Overview and Scrutiny Officer)

Available Papers

The members had before them:

- A. The Agenda papers (previously circulated);
- B. Presentation handouts for the Item on Quality of Acute Hospital Services - Update (circulated at the Meeting)
- C. The Minutes of the Meeting held on 19 September 2018 (previously circulated).

(Copies of documents A and B will be attached to the signed Minutes).

900 Apologies and Welcome

Apologies were received from Mrs M A Rayner and Mr C Rogers.

901 Declarations of Interest and of any Party Whip

None.

902 Public Participation

None.

903 Confirmation of the Minutes of the Previous Meeting

The Minutes of the Meeting held on 19 September 2018 were agreed as a correct record and signed by the Chairman.

904 Evaluation of Winter Pressures on Urgent Care - Update on the System Plan

Attending for this Item were:

Clinical Commissioning Groups

Mari Gay, Chief Operating Officer and Lead Executive for Quality and Performance

Worcestershire Acute Hospitals NHS Trust

Paul Brennan, Chief Operating Officer and Deputy Chief Executive

Worcestershire County Council

Avril Wilson, Director of Adult Services

Matthew Fung, Consultant in Public Health

The Chairman welcomed Paul Brennan to the meeting and explained that he had come to Worcestershire after a number of years' experience at the John Radcliffe Hospital in Oxford.

By way of presentation, which had formed part of the Agenda papers, Members were updated on the health and care system plan for the winter period, from 1 December 2018 to 31 March 2019. Planning for this had commenced in May 2018.

The Plan's themes included increased resilience to provide safe and effective care, sufficient capacity to meet likely demand and appropriate signage and support for patients and carers.

Plan partners were working to embed learning from previous winters, initiate robust daily monitoring, concentrate on prevention and take steps to work better across the whole system.

The Plan aimed to enable patients to experience a more seamless journey through the system, release extra capacity for the winter period and improve performance.

The Worcestershire Clinical Commissioning Groups had commissioned consultancy Carnall Farrer to undertake a system wide demand and capacity analysis. The result, based on a bed occupancy rate of 92%, which was an ideal number for patient flow, suggested a 1 bed shortfall across the Worcestershire Acute Hospitals NHS Trust during the Plan period. However, this varied between sites. At the Worcestershire Royal Hospital it was estimated that there was a 41 bed shortfall, meaning that the Alexandra Hospital in Redditch would have a surplus of 40 beds. This was shown on pages 13 and 14 of the

presentation.

As a result of this analysis, further improvements had been identified, including:

- the opening of an Urgent Treatment Centre at the Alexandra Hospital from 3 December 2018
- surge capacity across both Worcester and Redditch hospital sites, resulting in an extra 40 beds overall
- an additional 16 beds at Evesham Community Hospital
- a trial in Redditch where the Fire Service would support patients to settle at home after discharge
- maximising the Kidderminster site to maintain elective surgery
- additional pharmacy staff
- utilising all staff, including clinicians in non-clinical posts, who would spend 20% of their time working in front line services.

Monitoring was well planned, and would need to be robust, with daily management systems in place and weekly forums across all A&E Delivery Board partners to access the situation and agree the system wide operational plan for the week ahead. A live evaluation would also be undertaken of the Plan by the Commissioning Support Unit.

In the ensuing discussion, the following main points were made:

- In response to a question, Members were informed that the capital work to build a link bridge at the Worcester site was still progressing, however, the work was delayed by four weeks and would not be completed until 16 January 2019. A Member asked about whether any compensation would be due, to be informed that this did not form part of the contract
- It was known that frailty was a factor in delayed discharges, however, these patients would be discharged to another setting, such as the step down unit. The frailty assessment unit at Redditch would operate 12 hours per day
- When asked if there was enough Staff, it was reported that up to 130 additional nursing staff were being brought in. A Member was concerned about the staff at Evesham Community Hospital, who last Winter, were drafted to the Acute Hospitals. As the proposal this year was for an additional 16 beds at

Evesham, it was proposed that the situation would not be repeated. However, workforce was identified as a key risk due to recruitment and retention challenges, potential for escalation of sickness rates and impact of consistent pressure.

- Officers present were still concerned, despite the intense planning period. The analysis was a very useful tool, but the reality of a situation was different.
- The Trust believed it was unacceptable for patients to be cared for as an inpatient in either an assessment unit or in a corridor. Action was being taken to manage the situation and keep assessment units for their purpose
- The working relationship between the Acute Trust and the Health and Care Trust was good and the recently introduced Neighbourhood Teams were also working well. As a result of this, step down and rehabilitation was more streamlined
- A Member suggested that time was wasted when Ambulance Crews carried out tests, for the same tests to be repeated on arrival. In response, it was reported that this had not been raised by the Ambulance Trust in recent discussions. Paul Brennan, the Chief Operating Officer and Deputy Chief Executive, undertook to raise this with the Ambulance Trust to check its validity and address appropriately
- The Committee was very disappointed to hear that the uptake of the Flu Jab across NHS Staff was between 50% and 60% locally and were reminded that all vulnerable groups should be vaccinated. Shortages of the vaccine for those aged 65+ had been reported, although this was no longer the case. The Director of Adult Services encouraged Members to increase uptake across their communities and remind residents of the different healthcare options available to them and members of the Committee urged those representing the Acute Trust to promote the flu jab take up within the organisation too
- When asked about the capacity at the Kidderminster site, it was reported that there were 4 theatres and 1 ward, with stays of up to 36 hours anticipated
- The Trust was working closely with one Nursing Home which would take patients nearing end of life where patients had chosen a nursing home for end of life care

- The Consultant in Public Health was concerned about the effect of any outbreak of infections such as norovirus, for example, to be informed that the modelling did not account of this, but if an outbreak did occur, 12 beds would be automatically taken out of the system. Work had been done on infection control and deep cleans had been undertaken
- The Trust was seeing year round pressure, yet staff were recognised as being caring. It was often difficult, especially when caring for patients in inappropriate places. The Trust Board accepted the challenges faced and had tried to create extra capacity
- Members agreed that residents required clear communication of planned changes and expectations needed to be managed. A clear and consistent message was needed around the opening times and facilities of Minor Injury Units across the County, urgent care, ambulatory care and frailty services
- In terms of how elected Members could support the health economy, it was suggested that they could:
 - Champion those at risk having the flu jab
 - Emphasise the safe avenues of care available so that members of the public did not go to A&E
 - Consider how specific issues could be addressed over the longer term, for example developing a strategy to improve the attractiveness of working in social care and health overall.

The Chairman and Chief Operating Officer of Healthwatch Worcestershire were invited to add to the discussion, making the following key points:

- Healthwatch had been highlighting the public's concerns for a number of years and gave credit to the Trust for their working relationship and reacting to points made. A report on corridor care had resulted in 38 recommendations, with the Trust producing an Action Plan to address them. However, on a future visit by Healthwatch, it appeared many of the actions had not been implemented or were not consistently applied. This had been discussed with senior managers at the Trust and was now being addressed
- Resident feedback and official reports generally referred to the quality of care, with organisation, hygiene and outpatient appointments faring less

favourably. However there was sometimes a lack of context given to support performance data, an example being cancer reported as poorly performing but the West Midlands had the highest number of prostate cancer referrals

- The Healthwatch Board had recently written an open letter to the Chairman of the Trust on Stroke Services about the potential to implement some initiatives immediately and was awaiting a reply
- The work of Healthwatch was varied and provided an 'eyes and ears' view of healthcare across Worcestershire.

The HOSC Chairman thanked those present for an informative discussion. The Committee asked to consider the evaluation of the effectiveness of the Plan in due course.

905 Quality of Acute Hospital Services - Update

Attending for this Item from Worcestershire Acute Hospitals NHS Trust were:
Vicky Morris, Chief Nursing Officer
Jackie Edwards, Deputy Chief Nursing Officer.

By way of presentation, Members were reminded of the Care Quality Commission (CQC) activity since 2015, most recently the unannounced inspection of urgent care in March 2018, which was reported on in June 2018.

Over time, there had been a number of positive findings and frequent references to caring, compassionate staff who provided emotional as well as clinical support.

The negative findings and areas for improvement were well documented and to address these, in May 2018, the Trust Board had agreed a 3 year Quality Improvement Strategy (QIS). In addition, each of the 5 Divisions also had a plan to underpin the QIS.

The Trust believed that the workforce was key to driving improvement and had developed a People and Culture plan. Activity focused on the now established 4ward behaviours of:

- Do what we say we will do
- No delays, every day
- We listen, we learn, we lead
- Work together, celebrate together.

Systems had improved, quality audits had taken place since July 2017, and the Trust had introduced ward accreditation to support wards which showed strong leadership. Members learned that Senior Leaders were

also actively engaged with day to day activity, such as listening in to handovers, undertaking walkabouts and, with Trust Board commitment, having 20% of the week as clinical time and being part of a team. Reducing the amount of meetings was also an aspiration.

In the ensuing discussion, the following main points were made:

- One Member commented that the lag between the CQC inspection and their published report was months and questioned whether feedback was given at the time. In response, Members were told that the process followed a national framework and factual accuracy checks were made, however, verbal feedback was given at the time.
- It was important to work with staff on the implementation of action plans and focus on embedding and driving improvement. Incentives, such as the ward accreditation and the 'back to the floor' initiative were welcomed
- In response to a query about CQC engagement outside of inspections, Members learned that there was a new regional team, but monthly meetings took place through a Quality Improvement Review Group
- The Committee commended the 'back to the floor' approach for Managers and wished for its success
- It was acknowledged that sustaining improvement was a challenge, however, with strong leadership was achievable
- Members agreed that the Trust was planning for a positive future but stressed the necessity of embedding improvements made whilst continuing to work to improve others. It agreed to review the progress of the Quality Improvement Strategy at an appropriate time in the future.

906 Health Overview and Scrutiny Round-up

There was nothing to report at this time.

The meeting ended at 12.25pm

Chairman

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OVERVIEW AND 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
14/01/19	Working Group Updates: <ul style="list-style-type: none"> • Finance and Budget • Corporate Performance 	
	Pre-scrutiny - Homelessness Grant and Flexible Support Grant 2019/20	Picked up from the Cabinet Leader's Work Programme
	Pre-scrutiny – A Joint Payscale	Picked up from the Cabinet Leader's Work Programme
	Cabinet Response to the CCTV Short Sharp Review Recommendations	
	Cabinet Response to the Road Safety Around Schools Task Group Recommendations	
	Transport Planning Report	
	Task Group Updates: <ul style="list-style-type: none"> • Bromsgrove Sporting Football Club Task Group • Business Rates Relief – Short Sharp Review 	
	WCC Health Overview & Scrutiny Committee	
	Cabinet Leader's Work Programme	
	O&S Board Recommendation Tracker	
	O&S Board Work Programme	
11/02/19	Bromsgrove Market – 6 month update following bring it back in house.	
	Task Group Updates: <ul style="list-style-type: none"> • Bromsgrove Sporting Football Club Task Group 	

Date of Meeting	Subject	Additional Information
	<ul style="list-style-type: none"> • Business Rates Relief – Short Sharp Review 	
	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: <ul style="list-style-type: none"> • Bromsgrove Sporting Football Club Task Group • Business Rates Relief – Short Sharp Review 	
	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: <ul style="list-style-type: none"> • Bromsgrove Sporting Football Club Task Group • Business Rates Relief – Short Sharp Review 	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme	
	O&S Board Work Programme	

Potential Items for pre-scrutiny

- Bromsgrove Local Lottery – Awaiting further information from Cabinet (put on hold for at least 6 months).
- Bromsgrove Sports and Physical Activity Strategy - Picked up from the Cabinet Leader’s Work Programme (item currently outstanding).

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>

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

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