



BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

MONDAY 26TH APRIL 2021

AT 6.00 P.M.

MICROSOFT TEAMS - VIRTUAL

MEMBERS: Councillors C.A. Hotham (Chairman), J. Till (Vice-Chairman), S. J. Baxter, A. J. B. Beaumont, S. R. Colella, R. J. Deeming, R. J. Hunter, A. D. Kriss, P. M. McDonald, C. J. Spencer 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 29th March 2021 (Pages 1 - 12)
4. Community Safety Partnership - Presentation
5. Motion - Fireworks (Pages 13 - 16)
6. Overview and Scrutiny Board Annual Report 2020-2021 - Review and Lessons Learnt (Pages 17 - 40)
7. Overview and Scrutiny Board Recommendation Tracker

(Report to follow).

8. Finance and Budget Working Group - Update
9. Task Group Updates
10. Worcestershire Health Overview and Scrutiny Committee - Update
11. Cabinet Work Programme (Pages 41 - 50)
12. Overview and Scrutiny Board Work Programme (Pages 51 - 58)

K. DICKS
Chief Executive

Parkside
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16th April 2021

If you have any queries on this Agenda please contact
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GUIDANCE ON VIRTUAL MEETINGS

Due to the current Covid-19 pandemic Bromsgrove District Council will be holding this meeting in accordance with the relevant legislative arrangements for remote meetings of a local authority. For more information please refer to the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police Crime Panels meetings) (England and Wales) Regulations 2020.

Please note that this is a public meeting conducted remotely by Microsoft Teams conferencing between invited participants and live streamed for general access via the Council's YouTube channel.

You are able to access the livestream of the meeting from the Committee Pages of the website, alongside the agenda for the meeting.

[Live Stream for Overview and Scrutiny Board Meeting - 26th April 2021](#)

If you have any questions regarding the agenda or attached papers please do not hesitate to contact the officer named above.

Notes:

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INFORMATION FOR THE PUBLIC

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

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Overview and Scrutiny Board
29th March 2021

BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

29TH MARCH 2021, AT 6.00 P.M.

PRESENT: Councillors C.A. Hotham (Chairman), J. Till (Vice-Chairman), S. J. Baxter, A. J. B. Beaumont, S. R. Colella, R. J. Deeming, R. J. Hunter, A. D. Kriss, P. M. McDonald, C. J. Spencer and M. Thompson

Observers: Cllr. K. May, Cllr. G. Denaro, Cllr. M. Sherrey and Cllr P. Thomas

Officers: Mr. K. Dicks, Ms. D Poole, Ms. B. Talbot, Mr. M. Bough, Mrs. J. Gresham and Ms K. Somers

82/20

APOLOGIES FOR ABSENCE AND NAMED SUBSTITUTES

No apologies for absence were received.

83/20

DECLARATIONS OF INTEREST AND WHIPPING ARRANGEMENTS

Councillor R. Hunter declared a non-pecuniary interest in respect of Item 6, Green Homes Funding, due to his employment with a not-for-profit housing organisation. It was decided that Councillor R. Hunter would not need to be exempt from the discussion (see item 6).

In respect of item 7 - Impact of Libraries Review Task Group - Final Report a general declaration was noted that any Council Member, either at County, District or Parish level where a library was situated would not need to be exempt from the discussion.

There were no other declarations of interest nor of any whipping arrangements.

84/20

TO CONFIRM THE ACCURACY OF THE MINUTES OF THE MEETING OF THE OVERVIEW AND SCRUTINY BOARD HELD ON 15TH FEBRUARY 2021

The minutes of the Overview and Scrutiny Board meeting held on 15th February 2021 were submitted for Members' consideration.

Councillors S. Baxter and S. Colella confirmed that they were present at the meeting and requested that an amendment to the minutes be made.

The Democratic Services Officer present undertook to make the amendment.

RESOLVED that the minutes of the meeting of the Overview and Scrutiny Board held on 15th February 2021 be approved as an accurate record.

85/20

STAFF SURVEY

The Head of Transformation & Organisational Development and the Human Resources & Development Manager presented the item in respect of the Staff Survey and in doing so highlighted the following points for Members' consideration:

- The report had been provided in order to update Members in respect of the Staff Survey and in particular the impact the Covid-19 pandemic had had on the ways of working in all areas of the Council. The timeline for the Staff Survey had inevitably changed due to the pandemic however it was planned that the formal Staff Survey was planned to take place in the future. However, a confirmed date was yet to be determined.
- Although the main Staff Survey had not yet been carried out there had been other surveys undertaken including Working Arrangements Survey, a Communication Survey and a Wellbeing Survey in order to better understand how the staff were coping with working from home arrangements.
- The response to the Working Arrangements survey was encouraging and the response rate was measured at 79%. Members were advised that this was a snapshot in time and was carried out during the height of the first lockdown but that the results were mainly positive. The Human Resources & Development Manager reported that 89% of staff reported that they were clear and had a good understanding of what was expected of them whilst working from home and 44.5% reported that working from home had impacted their work life balance and well-being in a positive way, 40.9% reported it had impacted them in a positive and negative way and only 5.5% indicated that working from home had affected them in a negative way.
- The Caring for the Workforce Audit was carried out in line with the 6 Management Standards from the Health and Safety Executive. It was reported that a 64% return rate was recorded which was

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considered a positive response in comparison to the previous Staff Survey which had only had a 54% return rate. Members were informed that the results were being analysed and in doing so would enable greater understanding of what was working well and not so well across all service areas.

Following the presentation of the report the Chairman invited the Portfolio Holder for Finance and Enabling to comment on the report and he explained that there had been a large amount of work carried out in the background to ensure that the changes implemented at a difficult time had not impacted the staff adversely. He further commented that the staff had reacted to the pandemic positively to a huge amount of change.

Members questioned officers regarding the outcomes of the surveys and during detailed discussion the following was highlighted:

- If staff had indicated that they had been negatively impacted by working from home were there any measures in place to mitigate the impact and was support provided if necessary? Officers indicated that it was recognised that there had needed to be some adjustments made in some cases and that all staff had different experiences of working from home and various challenges were faced. Members were assured that it was of paramount importance that all staff were kept safe and had the opportunity to make provisions or work from Council premises if necessary in order to undertake their work effectively during the pandemic and associated lockdown.
- That the results and responses to the survey were to be commended and showed a high level of engagement across the Council from staff.
- The figures provided by officers in the report were queried as they did not total 100%. Officers undertook to check the figures and report back to Members in due course.
- It seemed from the responses contained within the report that there was a high number of managers in relation to other staff that had provided responses to the Working from Home survey. Officers clarified that all managers across all services had access to IT equipment and therefore were able to complete the surveys however not all staff, particularly staff who were not currently working from home including frontline staff, had access to the survey and therefore a larger proportion of responses provided were from managers. In addition to this some Members queried whether these figures

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included responses from Redditch Borough Council along with Bromsgrove District Council. It was confirmed that it was difficult to extrapolate the figures for just Bromsgrove District Council as many of the staff worked across both Councils as part of the Shared Service arrangement. Some Members were interested whether it would be possible to identify a member of staff who had highlighted any significant issues within their survey response. Officers advised that as the surveys carried out were confidential it was not appropriate to ask for specific members of staff to confirm their name and location of work as asking for this kind of data might have an impact on the number of responses returned. Members enquired whether it would be possible for future surveys to separate the two Councils responses and officers confirmed that currently it was not possible. Some Members were confident that responses provided were clear and offered a good overview for all staff that working from home who were employed across both Councils.

- Access to IT – Members were interested whether the staff response regarding IT equipment and the capability to work effectively had been highlighted in a significant way in survey responses received. It was also queried as to whether the success of the new IT rollout had been measured in any way. Officers confirmed that there had been no particular issues highlighted and most staff felt that the technology provided was adequately supported. In fact, the response from the survey was that 76.3% of staff reported that they felt supported from a technology perspective. It was highlighted for Members' attention that there may have been intermittent issues with home broadband but that these were not issues that could be controlled by the Council. Officers confirmed that hardware equipment was rolled out very quickly to all those who needed to have access in order to work effectively from home. In addition to this hardware rollout, it was confirmed that the systems e.g., Skype was also available from the very beginning of the lockdown and therefore the Council meetings were able to be resumed in as short a time as possible.
- It might be helpful to carry out a 'temperature check' since the initial survey was carried out in order to continue to understand how staff were feeling and Members were advised that this was being planned in addition to further Working from Home surveys.

After a detailed discussion, Councillor K. May extended her thanks to the officers that had worked so hard during the pandemic in order to ensure that Council services were carried out with as little disruption as possible in such difficult circumstances.

RESOLVED that the Staff Survey report be noted.

86/20

MILEAGE - NOTICE OF MOTION

The Chairman invited Councillor P. McDonald to introduce the item regarding the Mileage Notice of Motion which had been referred from Full Council for consideration by the Board. During his presentation he indicated that he was unhappy with the figures that had been provided within the report and reported that they differed from figures that had been provided to him previously.

The Human Resources & Development Manager confirmed that the figures contained in the report had been provided from the Payroll system and undertook to clarify the data that had been provided. It was highlighted to Members that mileage costs had decreased during the pandemic, but that mileage was still being claimed due to the nature of some of the services and by staff who were unable to solely work from home.

The Chairman invited Councillor G. Denaro in his role as Portfolio Holder for Finance and Enabling to comment on the report and he expressed that he had been pleased that the costs for mileage had decreased but was concerned in respect of the information that Councillor P. McDonald had previously received, which needed to be confirmed prior to any further discussion.

It was questioned whether the figures that had been provided to the Board by Officers as part of the main report were a combination of both Bromsgrove District and Redditch Borough Councils' mileage claims. Members decided, after detailed discussion, that in order to fully understand the discrepancies between the two sets of figures that the item be deferred to a future meeting for Members' further consideration. It was requested that in addition to an update of the figures that further context, detail and a breakdown be provided regarding the mileage policy.

RESOLVED that the Mileage – Notice of Motion item be deferred to a meeting of the Overview and Scrutiny Board early in the new municipal year for further consideration.

87/20

GREEN HOMES FUNDING

The Housing Development & Enabling Manager presented the Green Homes Funding report and in so doing informed Members that the report contained information regarding Phase 2 of the Green Homes Funding allocation which consisted of £476,900 worth of funding. It was reported that the Phase one allocation was currently being processed. The criteria for both phases were virtually the same with the exception that homes with an Energy Performance Certificate (EPC) rating of D, E, F and G would also be included. Members were informed that the maximum household income in order to meet the criteria was £30,000 and the allocation for funding could be up to £10,000.

Some Members queried whether there had been a reduction to the Green Homes Funding as per a Central Government announcement made earlier that day. However, Officers were unsure and undertook to find out if there had been any changes and circulate any information to Members.

At this point in the meeting there was a slight pause due to loss of connection for the live streamer. The Chairman was immediately informed, and the debate was paused until connection was re-established.

Members were interested in how much discretion there was in respect of the allocation of funding and whether there were any specific locations within the District that would be likely to receive funding. It was confirmed that initially the homes that would be prioritised were Park Homes and these had already been identified by Officers. It was agreed that Officers would provide some clarification on the number of houses that could potentially benefit from Green Homes Funding in the District.

Councillor R. Hunter stated that he understood there was a deadline on 15th April 2021 to agree the funding by Cabinet however, he was keen that the Climate Change Working Group be involved in consideration of allocations alongside the Portfolio Holder for Environmental Services.

During a lengthy discussion, the following was highlighted by Members:

- Due to the tight deadlines and prescriptive requirements of the Green Homes funding there would be no time to consult with the Climate Change Working Group prior to the report

being considered at the Cabinet meeting due to be held on 31st March 2021.

- That the Climate Change Working Group was an appropriate place to consider the allocation of the funding and would be an opportunity for the Working Group to carry out some detailed work in respect of this area. However, it was felt by some Members that the Board was the appropriate place to scrutinise such an important area and further involvement by other Working Groups may make the process protracted and cumbersome. The Board was informed that they would be kept informed of the outcomes of any decisions by Cabinet in due course.
- How much funding had been allocated during Phase 1a of Green Homes Funding and what was the process to apply for funding? Officers informed Members that during the consultation period there had been 174 letters sent out to residents which had resulted in 40 applications being made which were currently being assessed for eligibility. It was thought that there would be a similar uptake for the second phase of the funding.

Following detailed debate, Councillor R. Hunter proposed the following:

That delegated authority is granted to the Head of Community & Housing Services in consultation with Portfolio Holders for Housing and Climate Change and the Climate Change Working Group to administer the funding received in line with the grant conditions.

On being put to the vote this recommendation was lost.

RESOLVED that the Green Homes Funding report be noted.

88/20

IMPACT OF LIBRARIES REVIEW TASK GROUP - FINAL REPORT

Councillor S. Colella introduced the Impact of Libraries Review Task Group Final Report for Members' consideration. He thanked Members and Officers from Bromsgrove District Council and Worcestershire County Council for their involvement in the Task Group during such a difficult period and was pleased with the recommendations that had been proposed as a result of the investigation. He highlighted in particular that the Cabinet Member for Communities at Worcestershire County Council, Councillor L. Hodgson, had thanked members for

scrutinising the Library Strategy and that Bromsgrove had been the only Council in Worcestershire to do so.

After the discussion, the Chairman extended his best wishes on behalf of the Board to Councillor L. Hodgson who had recently been unwell.

Councillor K. May was invited to comment on the report in her capacity of Portfolio Holder for Strategic Partnerships. She informed the Board that much like the Wigan Deal, which had been considered as part of the investigation, Members were looking at a similar asset-based approach to library services going forward and that Members would be provided further information on this in due course.

Councillor P. Thomas, Portfolio Holder for Leisure, Cultural Services and Community Safety commented that Libraries were a very, useful resource within the District and thanked Members and Officers for a comprehensive report.

RECOMMENDED that the report and recommendations detailed within it be considered by Cabinet at its meeting on 2nd June 2021.

89/20

IMPACT OF FLOODING TASK GROUP - FINAL REPORT

Councillor R. Hunter introduced the Impact of Flooding Task Group Final Report for Members' consideration and expressed that this was an important and interesting investigation particularly in light of Climate Change and the potential of more frequent extreme weather events affecting the District in the future. He thanked officers and Members for their hard-work and was pleased that there had been some bold and ambitious recommendations made as a result of the investigation.

Following presentation of the report Members raised that North Worcestershire Water Management (NWWM) currently promoted themselves effectively on social media and Members should be encouraged to perhaps share their work through their own communication channels. In addition to this it was felt by some Members that having a timetable available on the relevant websites might restrict the schedule of works and make it less flexible in cases where the works could not be carried out due to time, staffing and weather constraints. This was clarified by Councillor M Sherrey, Portfolio Holder for Environmental Services who explained that some staff who would normally work in these areas had been redeployed during the pandemic due to illness. This issue had now been resolved and it was hoped that the service would resume as normal in the very near future. Councillor

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R. Hunter explained that the recommendation regarding the publication of the gully and road sweeping had been included to provide residents with greater transparency with the hope that this would alleviate concerns by local residents that works were to be carried out on a regular basis.

Councillor J. Till proposed an amendment in respect of Recommendation 5(c) that *'consider'* be inserted into the recommendation in order to provide more flexibility within the recommendation should the Council not wish to adopt the land in all cases. Councillor R. Hunter expressed that caution needed to be applied in the area of adoption of land however it was felt that the inclusion of *'subject to S106 funding'* within the recommendation already provided enough of a caveat should the Council not be able to adopt the land.

It was noted by some Members that this was a very complex area and that the management charges and ownership of land in new developments was, in some cases, a cause for concern for local residents.

Another concern from some Members was the extra cost of the employment of two extra officers which was included as a recommendation within the report. However, it was noted that although there would be costs involved it was proposed that a business case be undertaken as part of the recommendation in order to fully understand all costs involved and the potential for recharges to be made if work was undertaken for other Authorities.

After lengthy debate the alternative recommendation was clarified and proposed again by Councillor J. Till as follows:

'the Council will consider, subject to S106 funding, adopting land featuring watercourses and SuDS features on new developments.'

On being put to the vote the recommendation was carried.

RECOMMENDED that

a) Recommendation 5 (c) be amended to:

'the Council will consider, subject to S106 funding, adopting land featuring watercourses and SuDS features on new developments.'

- b) that the report and all other recommendations (noting the amendment of 5(c)) detailed within it be considered by Cabinet at its meeting on 2nd June 2021.

90/20

FINANCE AND BUDGET WORKING GROUP - UPDATE

The Chairman introduced the Finance and Budget Working Group update and informed Members that there had been no meeting of the group since the last meeting of the Board. He confirmed that there would be no further meetings until the new municipal year.

Councillor S. Colella queried whether there were any updates regarding the Budget position as at the end of Quarter 3. Councillor G. Denaro, as Portfolio Holder for Finance and Enabling confirmed that a report was to be considered at the next Cabinet meeting due to be held on 31st March 2021.

RESOLVED that the Finance and Budget Working Group update be noted.

91/20

WORCESTERSHIRE HEALTH OVERVIEW AND SCRUTINY COMMITTEE - UPDATE

Councillor J. Till presented the update from the Worcestershire Health Overview and Scrutiny Committee (HOSC) and advised Members that updates regarding Covid-19 data had been circulated prior to the meeting in order to keep them as relevant as possible as they presented a snapshot in time rather than data that remained static. She also confirmed that the minutes from the previous meeting of HOSC had been circulated to the Board.

It was noted that there would be no further meetings of HOSC until the new municipal year.

RESOLVED that the verbal update in respect of the Worcestershire Health Overview and Scrutiny Committee be noted.

92/20

CABINET WORK PROGRAMME

The Cabinet Work programme dated 1st April 2021 to 31st July 2021 was considered by the Board.

Members requested that the following items be included in the Board's Work Programme for future meetings:

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29th March 2021

- Declaration of Land Surplus to Requirement - Marsh Way, Catshill South, Penshurst Road, Sideslow and Foxglove Way, Norton.
- Bromsgrove Town Centre Regeneration - Land at the Former Market Hall Site.

In addition to the items detailed above Councillor G. Denaro highlighted to Members that any reports in respect of Finance would be included in the Cabinet Work Programme once further planning work had been undertaken with the new Executive Director for Finance.

RESOLVED that the Cabinet Work Programme be noted and that the Overview and Scrutiny Board's Work Programme for 2020-21, be updated to include any items that had been discussed and agreed during the course of the meeting.

93/20

OVERVIEW AND SCRUTINY BOARD WORK PROGRAMME

During consideration of this item Members confirmed the following items be included in the Board's Work Programme for future meetings:

- Update on the Open Spaces report (considered by Full Council in January 2020) – including how other Councils dealt with the management charges in new developments.
- Air Quality Around Schools.

RESOLVED that the Overview and Scrutiny Board's Work Programme be noted and be updated to include any items that had been discussed and agreed during the course of the meeting.

The meeting closed at 7.54 p.m.

Chairman

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NOTICE OF MOTION

The following Notice of Motion has been submitted in accordance with Procedure Rule 10 by Councillor R Hunter.

Encouraging responsible use of fireworks

Council notes that fireworks are an important part of many traditional celebrations including Bonfire Night, Diwali and New Years Eve. Council has for many years run a very successful Bonfire Night celebration which attracts a substantial number of visitors, positively promotes Bromsgrove and its community and raises considerable sums for charity.

Council also notes that leading animal charity the RSPCA has warned of the harm and distress that fireworks can cause to vulnerable members of society, pets and wildlife.

Council resolves to find the right balance between bringing the community together to enjoy traditional celebrations and protecting wildlife and vulnerable people.

Council commits to:

1. Ensure our annual Bonfire Night event and all other public firework displays within the district are advertised well in advance, allowing residents to take precautions for their animals and vulnerable people
2. Actively promote a public awareness campaign about the impact of fireworks on animal welfare and vulnerable people – including the precautions that can be taken to mitigate risks
3. Encourage local suppliers of fireworks to also stock quieter fireworks

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Overview & Scrutiny Board

26th April 2021

Briefing Note – Motion in respect of Fireworks

1. *Ensure our annual Bonfire Night event and all other public firework displays within the district are advertised well in advance, allowing residents to take precautions for their animals and vulnerable people.*

- The Events Team is currently reviewing the option of a pre-ticket sale only event to ensure Health & Safety standards are met in relation to crowd management and understanding numbers attending.
- It is uncertain whether the 2021 event will take place and the Events Team continues to monitor government advice. A decision will be required by mid-summer to programme the event safely.
 - If the Bonfire Night event is to take place – the team will advertise from October via comms using social media/website and posters and the local press.
 - The Events Team will work with the SAG (Safety Advisory Group) which includes the emergency services, to work together on a public awareness campaigns of the event.
 - If the event is postponed until 2022 due to Coronavirus this will be communicated in September 2021 and the Events Team will continue to work with SAG to raise public awareness
 - It should be noted that in terms of “all other public firework displays”, that the Council has no control over the level of advertising used.

2. *Actively promote a public awareness campaign about the impact of fireworks on animal welfare and vulnerable people – including the precautions that can be taken to mitigate risks.*

- Events team will work with Safety Advisory Group for advice on the content of Bromsgrove District Council event, however if event does not take place in 2021, Officers will continue to work with SAG with campaigning to mitigate risks. This will include comms and fire service to promote animal welfare.

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3. *Encourage local suppliers of fireworks to also stock quieter fireworks.*

- The Event team are scheduled to procure a new framework for fireworks in 2021 for 3 years. A specification could include use of quieter fireworks for BDC Firework event.
- The Event team will work with SAG to promote communications for stock and the use of quieter fireworks locally.



Overview and Scrutiny **Annual Report**

2020-2021



Bromsgrove
District Council

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OVERVIEW AND SCRUTINY ANNUAL REPORT 2020-2021

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FOREWORD FROM THE CHAIRMAN

Welcome to Bromsgrove District Councils Overview and Scrutiny Board Annual Report for 2020/21.

The role of the Board is to cast a critical eye across the Council by scrutinising impartially and apolitically its operation and service provision for the benefit of residents.

Inevitably, the pandemic has had an impact on the Board's operation, meeting virtually which thanks to Officers has proved remarkably successful. However, the total number of meetings held this year has been curtailed.

Over the last year topics investigated, amongst others, have included:

- Examination of the Council's response to the Covid pandemic.
- The future of Burcot hostel.
- Burcot Lane site redevelopment.
- Bromsgrove market management.
- Housing strategy.
- Domestic abuse.

Three task groups have been undertaken and have reported:

- Impact of Review of Libraries in the District
- Review of Services to Prevent Flooding
- Equalities.

Running three task groups meant the suspension of one of the standing working groups, Corporate Performance. However, the Finance and Budget Working Group continued to meet. Many thanks to those who chaired and contributed to these task and working groups.

During the year, Amanda Scarce, the Board's long standing Democratic Services Officer retired, I would like to take this opportunity to thank her for many years of outstanding service to the Board and to welcome Jo Gresham as her replacement.

I would like to also thank all Board members for their work throughout the year and Officers of the council who have contributed to the Boards work.

Finally, I wish to express my gratitude to Councillor Michael Thompson, previous Board Chairman, for his contribution and hard work in making Overview and Scrutiny the success it has been in 2020/21.

Councillor Charles Hotham

Chairman

INTRODUCTION

We are pleased to present the Overview and Scrutiny Annual Report which outlines our work during 2020-2021 (this covers the municipal year from May 2020 to April 2021) and provides general information on the overview and scrutiny processes at Bromsgrove District Council.

Overview and Scrutiny is a key part of the democratic decision-making process in local Councils, where elected Councillors outside of the Cabinet can contribute to shaping Council policy, community well-being and accountability. This is done by reviewing Council services and policies, community issues and key decisions and making recommendations for improvement.

The four key principles of Overview and Scrutiny, as defined by the Centre for Public Scrutiny (CfPS), the lead charitable organisation supporting Overview and Scrutiny in the country, are:

- Provides a 'critical friend' challenge to executive policy makers and decision-makers.
- Enables the voice and concerns of the public to be heard.
- Is carried out by 'independent minded Members' who lead and own the scrutiny role.
- Drives improvement in public services

The Members of the Board consider these principles when selecting topics to investigate whether it is holding the executive to account, reviewing policies, policy development or scrutiny of external bodies.

Agenda Item 6

MEMBERSHIP (The Board is made up of 11 Members)



Councillor Charles Hotham
Chairman – January 2021



Councillor Jo-Anne Till
Vice-Chairman



Councillor Andrew Beaumont



Councillor Sue Baxter
January 2021



Councillor Steve Colella



Councillor Richard Deeming



Cllr Malcolm Glass
May 2020-January 2021



Councillor Rob Hunter



Councillor Adrian Kriss



Councillor Peter McDonald



Councillor Caroline Spencer



Councillor Michael Thompson

THE ROLE OF THE OVERVIEW AND SCRUTINY BOARD

Overview and Scrutiny is a key part of the Council's political structure and it plays a vital role in improving the services that people of the District use, whether as a resident, employed here or just visiting. It does not just look at the way the Council does things, it can look at anything which affects the lives of people within the District, and it allows citizens to have a greater say in Council matters.

Overview and Scrutiny allows Councillors to review and scrutinise decisions, look at existing practices and make recommendations to help ensure the residents of Bromsgrove District receive excellent services. The aim is to ensure Overview and Scrutiny adds value to the Council's decision-making process and makes a positive contribution towards policy development.

The detailed terms of reference and procedure rules for the Overview and Scrutiny Board can be found at Part 5 and Part 12 of the Council's Constitution. The Council's Constitution can be accessed by using the following link.

[Link to the Constitution of Bromsgrove District Council](#)

(Please click on the latest date to access the most recent version of the Council's constitution).

Number of Meetings

During the municipal year 2020-2021 the Covid-19 pandemic had a significant impact on Council operations and has inevitably caused delays in some areas. In order to mitigate the impact on Council activities, the Government temporarily removed the legal requirement for local authorities to hold public meetings in person. This meant that Councils had powers to hold public meetings virtually by using video or telephone conferencing technology. The Regulations were made in Parliament on 2nd April 2020 and applied to meetings taking place before 7th May 2021. The Overview and Scrutiny Board tried to meet on a monthly basis, during the 2020-2021 municipal year a total of 9 meetings were held. These meetings were all held online due to Covid-19 and the associated lockdown.

REPORTS CONSIDERED BY THE BOARD

The Board continues to receive regular updates in order to monitor the progress of recommendations it has made, through the Recommendation Tracker. This contains both recommendations put forward by Task Groups and accepted by the Cabinet, together with recommendations put forward by the Board itself. In respect of Task Groups, the Board does, where necessary, receive an update report 12 months following acceptance of its recommendations.

During the course of the year the Board received a number of reports and made a number of recommendations. There has been continued support from the relevant Portfolio Holders this year, with regular attendance from a number of them when a report which relates to their portfolio has been presented to the Board. This has given them an opportunity to hear first-hand the debate and ideas that the Board has put forward. On a number of occasions, whilst the Board has not made any recommendations in respect of an item, it has endorsed and supported recommendations which would be considered by Cabinet at its meeting.

DISCRETIONARY BUSINESS RATES GRANT - 2ND JUNE 2020

The Financial Support Manager presented the policy to the Board and it was noted that the Government had prescribed some of the criteria for the allocation of the grant which was included in the policy.

During consideration of the item Members were particularly interested in understanding more fully the proportionality of the funding in respect of Bromsgrove Market and its regular traders including fixed market costs, market rental agreements and licenses and the regularity of trading and the number of pitches occupied.

As a result of the discussion of this item it was agreed by the Board that a recommendation be made to the Cabinet that reflected any funding awarded be based on the proportion of days of trading at the market.

The recommendation was considered and agreed by the Cabinet at their meeting held on 3rd June 2020.

REMOTE MEETING PROTOCOL & VIRTUAL MEETINGS - 2ND JUNE 2020

The Remote Meeting Protocol was established as a result of Covid-19 and the necessity for Council meetings to be held virtually whilst still allowing members of the public to attend and participate in some meetings.

A substantial amount of work was carried out prior to the commencement of virtual meetings by the Democratic Services team to understand the functionality of the technology and to ensure the logistics of holding a virtual meeting were understood.

Although Members were happy with the protocol, they felt it was important that it be monitored, and Members requested that the Remote Meeting Protocol be considered again later in the municipal year.

During the meeting of the Board held on 12th October 2021 the Remote Meeting Protocol was revisited. At this point Members had all received their new IT equipment and Microsoft Teams was being rolled out in readiness to use for virtual meetings going forward.

WORK PROGRAMME AND FUTURE PLANNING – 2ND JUNE 2020

The item in respect of the Work Programme and Future Planning was presented for Members in order for them to make any amendments, additions or look at any areas currently included in the Board Work Programme in more detail.

There were some suggestions made by Members around the possibility of including financial implications and decisions made during Covid-19 on the work programme. It was however suggested that this be included at a later date as the pandemic was still ongoing and a larger piece of work may need to be carried out as the position became more apparent in the coming months.

It was therefore agreed by Members that an item regarding Covid-19 be placed on the Work Programme for the October 2020 meeting with the caveat that the item may change or develop further prior to that meeting. (This item was further considered under the Recovery and Restoration Plan item in October 2020.)

IDENTIFYING RACIAL DISPARITIES WITHIN BROMSGROVE DISTRICT COUNCIL'S OPERATIONS - TOPIC PROPOSAL – 6TH JUL 2020 and 6TH AUGUST 2020

The Chairman welcomed Councillor H. Rone-Clarke along with a representative from within the local community, who was invited to the meeting to speak on behalf of the Topic Proposal, which had been put forward by Councillor Rone-Clarke.

At the time of consideration of this item there were already two task groups in place. Members agreed that the matter was of such importance that it needed to go ahead as soon as possible.

In order to facilitate the extra task group, it was therefore agreed by the Board that the Corporate Performance Working Group would be suspended, and the task group established, and Councillor Peter McDonald appointed as Chairman.

Further consideration of the Task Group was made at the Board meeting held on 6th August 2020 where the Board were informed that eight Members were interested in participating in the Task Group and the membership was formally agreed.

Please note that it was agreed at the first meeting of the Task Group that the scope of needed to be a broader to include all those protected characteristics covered by the Equalities Act 2010. The scope was amended accordingly and renamed as the Equalities Task Group (see page 20).

BURCOT HOSTEL REPORT - PRE-SCRUTINY 6TH AUGUST 2020

During the presentation of this report the Board were informed that since the Covid-19 pandemic, Central Government had actively encouraged homelessness services not to place homeless households in facilities with shared living spaces and so, from this perspective, the Burcot Hostel was considered no longer fit for purpose.

During consideration of this item Officers confirmed that there were no families currently in Bed and Breakfast accommodation and that the Strategic Housing Team were putting a communication plan in place with Bromsgrove District Housing Trust, in order to provide signposting for people who required assistance, which would help to minimise the need for this in the future and to support those households in need.

An amendment to one of the recommendations contained in the report was agreed by the Board that £35k for the scheme be funded from the capital programme rather than from borrowing. The recommendation was considered and agreed by Cabinet at their meeting held on 6th August 2020.

BURCOT LANE SITE REDEVELOPMENT REPORT - PRE-SCRUTINY – 6TH AUGUST 2020

At the meeting held on 6th August 2020 the Burcot Lane Development report was pre-scrutinised prior to its consideration by Cabinet later that evening.

During consideration of this item, it was clarified that officers had liaised with a number of Local Authorities and had sought robust legal advice on how best to establish a housing company, which was the recommendation put forward by officers for agreement by Cabinet.

It was noted that the percentage of affordable houses from a planning perspective was 30%, which was the level that was considered and approved in the planning application.

BROMSGROVE DISTRICT COUNCIL RECOVERY AND RESTORATION PLAN – 12TH OCTOBER 2020

In considering the Recovery and Restoration Plan it was explained to Members that this was the Council's response to the Covid-19 pandemic and associated lockdown and formed part of a countywide recovery plan.

It was confirmed that this Recovery and Restoration Plan was based around the Bromsgrove District Council Plan and its five Strategic Purposes. It was, however noted that the Council Plan had been drafted prior to Covid-19 and a refresh of the plan had been programmed for early 2021 to reflect the impact of the pandemic.

BROMSGROVE MARKET UPDATE - 23RD NOVEMBER 2020

The Bromsgrove Market is an area which the Board has shown an interest in in previous years and had requested regular updates in respect of its running, following a recommendation to bring the running of it back in house, which had been supported by the Cabinet. Whilst considering the Bromsgrove Market Update provided at the November meeting, there was particular interest from Members regarding the number of traders that had received financial support from Bromsgrove District Council in light of the pandemic and the timescales involved in the mobilisation of the market once an announcement of the easing of lockdown restrictions were announced.

Members were informed that there had been inevitable losses during the pandemic but that the Council were claiming for all available financial support and grants from Central Government in order to allow the market to continue to grow and flourish in the future.

HEAD OF PLANNING, REGENERATION AND LEISURE SERVICES TO RESPOND TO QUESTIONS FROM MEMBERS IN RESPECT OF THE PROCESS AND POLICY FOR THIRD PARTY EVENTS MONDAY - 23RD NOVEMBER 2020

At a previous meeting of the Board, Members had expressed an interest in understanding the process and policy when dealing with third party events and the responsibilities of the organisers at these events. Members were also interested in the use of fireworks, both in domestic settings and at specific organised events and wanted to understand what, if any, procedures were in place so that residents could take precautions if necessary, prior to the event taking place.

During the presentation, it was highlighted that any road closures required for any such events, were posted by the Council even in the case of third-party events and risk assessments carried out as it was important that engagement with third party providers was carried out throughout all stages of the planning of the events.

DISTRICT LEVEL ECONOMIC RECOVERY FRAMEWORK - PRE-SCRUTINY - 23RD NOVEMBER 2020

The District Level Economic Recovery Framework set out the priorities for recovery in the District in light of the Covid-19 pandemic and outlined what plans were in place with key partners.

During consideration of this item Members were informed that there were three key priorities contained within the plan that would enable work to be done with local residents to ensure the existing workforce was equipped with the appropriate skills to satisfy the labour market in the District. It was also confirmed that grant funding information would be signposted for those who needed it through the usual channels including the Council website and social media.

It was confirmed to Members that the hope was that the plan would improve access and layout in the Town Centre and that a Business Support Officer and Engagement Support Officer were to be employed by North Worcestershire Economic Development and Regeneration, which would further add to the work that was already underway in respect of the regeneration of the Town Centre.

Members also discussed the current climate in respect of jobs and were informed that large companies were investing in the area and that it was hoped that this would provide employment opportunities for local people within in the District in the future.

HOUSING STRATEGY - PRE-SCRUTINY - 23RD NOVEMBER 2020

During the presentation of the new Housing Strategy, it was reported to the Board that it complimented the current countywide strategy, whilst taking a more localised approach and would be put out to public consultation for a 4-week period.

Some changes were suggested by Members regarding wording contained within the report, however officers explained that only certain changes could be made, as some areas were part of a countywide Strategic Housing Plan which had already been approved. Officers did agree to provide feedback to the relevant partners for consideration in future versions of the strategy.

DOMESTIC ABUSE POLICY - PRE-SCRUTINY - 23RD NOVEMBER 2020

The Council's new Domestic Abuse Policy was considered at the meeting held on 23rd November 2020. The policy set out the Council's commitment to addressing and preventing Domestic Abuse. It was noted that the strategy also served to satisfy the requirements set out in the Domestic Abuse Bill which would come into effect in April 2021.

Members were all in agreement that this was an important policy for the Council and welcomed its implementation.

WEST MERCIA POLICE ROAD SAFETY TEAM – PRESENTATION 11TH JANUARY 2021

Councillor R. Hunter had requested the presentation from the West Mercia Police Road Safety Team be added to the Board's Work Programme and a presentation had been arranged for March 2020 however the presentation was delayed due to Covid-19.

During the presentation Members were informed that the West Mercia Police Road Safety Team were responsible for road safety campaigns, education and traffic management consultations and that education, engineering and enforcement were the main approaches adopted by the team when dealing with road safety issues. There was information presented regarding the initiatives that were available to communities regarding road safety and that the team were always happy to be contacted by Members in order to improve road safety in the District.

Members were grateful to the officers for attending and providing a comprehensive presentation on the work they carried out, which had given them a better understanding of the role of the Team.

NOTICE OF MOTIONS - REQUEST TO INVESTIGATE 11TH JANUARY 2021

Councillor R. Hunter introduced the item in respect of his Notice of Motion which had been referred to the Board, from Full Council. He explained that the purpose of the motion was to highlight the distress that the use of fireworks could cause to vulnerable people and animals and for Members to be able to find out what practical steps might be made by the Council to mitigate the impact on residents.

Members agreed that further information should be provided from a relevant source in order to understand the current legislation that was already in place in respect of the use of fireworks and what powers and measures if any, the Council had in this area. Further information was provided by officers at the Board meeting held on 26th April 2021.

Councillor P. McDonald presented an item in respect of his Notice of Motion which had also been referred to the Board from Full Council. It was clarified to Members that the investigation into the amount of mileage expenses that had been claimed during previous years and during (Covid-19) was the area which he felt should be considered in more detail. Members again agreed that further information should be provided from a relevant source and both items were included on the Board Work Programme for consideration at the meeting held on March 29th 2021.

MEDIUM TERM FINANCIAL PLAN 2021/22 TO 2024/25 (INCLUDING THE CAPITAL PROGRAMME) - PRE-SCRUTINY - 15TH FEBRUARY 2021

During consideration of the Medium-Term Financial Plan various areas of the Budget were explained to Members for clarification.

It was reported that the £5 increase in Council Tax would help the Council to have a robust financial position for future years. However, in light of the Covid-19 pandemic and associated lockdown coupled with the pressure caused by the pay increase of 2.75% rather than the expected 1% it was confirmed that there was a sizable gap within the Council's budget which needed to be addressed. It was hoped that funding from Central Government that still needed to be confirmed would provide some surety going forward.

As a result of the discussions during this item it was requested that the Fleet Replacement and Mileage Claims be included in the Board's Work Programme for consideration in the municipal year 2021-2022.

COUNCIL TAX SUPPORT SCHEME – 15TH FEBRUARY 2021

The Council Tax Support Scheme was considered in February 2021 and Members were informed that the scheme was reviewed on an annual basis.

The amended scheme had been subject to public consultation in October 2020. It was explained that the new banded scheme worked in a more integrated way with Universal Credit and make the process simpler for the customer. In addition to this hardship provisions would be retained and there would be an increase in level of support for vulnerable residents.

It was requested that the scheme be revisited in the next financial year to see if it was operating as expected. Members were advised that the item could be included on the Board's Work Programme for pre-scrutiny prior to it being considered at a Cabinet meeting during the new municipal year.

STAFF SURVEY – 29TH MARCH 2021

The report regarding the Staff Survey was considered by Members in order to understand the impact the Covid-19 pandemic had on the ways of working in all areas of the Council. Although the timelines of the Staff Survey had inevitably changed there had been several surveys issued including a Working Arrangements Survey, a Communication Survey, and a Well-Being Survey.

Officers reported that the responses to the surveys was encouraging and mainly positive.

Members were informed that staff had been given appropriate provision to carry out their roles from home and could still work from Council buildings safely, if necessary. Although Members were pleased to hear that there seemed to be a high level of engagement across the Council there was some discussion regarding the larger numbers of managers who had completed the survey compared to the rest of the staff. It was explained that as managers all had access to IT equipment this allowed them to complete the surveys online. It was clarified that some of the frontline staff were unable to complete the survey as they did not have access to IT equipment.

It was decided that further information be provided to Members as some of the data provided included Redditch Borough Council staff and therefore did not necessarily provide a clear picture of Bromsgrove. Although some Members were happy with an overview of both Councils it was decided that the item be considered again in the new municipal year in order for Officers to provide further information.

MILEAGE - NOTICE OF MOTION – 29TH MARCH 2021

The Notice of Motion in respect of Mileage had been referred to the Overview and Scrutiny Board from Full Council. It was highlighted to Members that mileage costs had decreased during the pandemic, but that mileage was still being claimed due to the nature of some of the services and by staff who were unable to solely work from home.

During consideration of this item some concerns were raised that the data provided differed from previous figures provided in respect of mileage claimed and included information for both Bromsgrove District and Redditch Borough Council. It was agreed by Members that the item be deferred to the first meeting in the new municipal year in order for officers to collect more information.

GREEN HOMES FUNDING – 29TH MARCH 2021

The Green Homes Funding report contained information regarding Phase 2 of the Green Homes Funding allocation. It was confirmed to Members during consideration of the report that the maximum household income in order to meet the criteria was £30,000 and the allocation for funding could be up to £10,000.

Members were advised that Park Homes that had already been identified by officers were to be prioritised and that a period of consultation had taken place and 40 applications had been made during the first phase of the funding and that numbers were expected to be the same for Phase 2.

This report was considered at the Cabinet meeting held on 31st March 2021.

WORCESTERSHIRE HEALTH OVERVIEW & SCRUTINY COMMITTEE (HOSC)

The Council's representative on this Committee must be a Member of the Overview and Scrutiny Board and is required to provide the Board with regular updates on the work being carried out.

The Board's representative for the municipal year was Councillor Jo-Anne Till who provided the Board with regular updates on what was discussed at these meetings. Where appropriate the minutes and further information from a relevant meeting have also been provided for Members' consideration.

During the year Councillor Till highlighted the following areas and responded to questions from Members:

- The Covid-19 Vaccination Programme
- Restoration Plan for the NHS post Covid
- Worcestershire Acute Hospitals NHS Trust.

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WORKING GROUPS – UPDATE

Background to Working Groups

Following the review of the work of the Board at the April 2016 meeting, a number of areas of improvement were discussed. One of these was its role in scrutinising the budget and the other the role of performance monitoring. It was agreed that for 2016/17 the Board would set up a Finance and Budget Working Group and a Measures Dashboard Working Group. This would enable a dedicated group of Members to consider these areas in both more detail and a more timely manner, which would in turn allow them to feed through any recommendations to Cabinet more promptly. In the first year of its implementation the Measures Dashboard Working Group was re-named the Corporate Performance Working Group.

The terms of reference for each Working Group were agreed by the Board and regularly reviewed to ensure the work that was being carried out remained relevant. Historically this review has formed part of the April meeting of the Board when it considers the annual report and looks back over the work carried out and discusses any improvements that could be made in the coming year to ensure the Board runs effectively and efficiently.

Finance & Budget Working Group

Membership: Councillors Michael Thompson (Chairman June 2020 – January 2021), Councillors S. R. Colella, S. P. Douglas, C. A. Hotham (Chairman February 2021 – May 2021), A. D. Kriss and J. Till

This Group met on five occasions this year and the Portfolio Holder for Finance and Enabling has attended the majority of meetings, together with the Executive Director, Finance and Resources and the Head of Finance and Customer Services.

Heads of Service were also invited on a number of occasions in order to provide further information on their service areas, particularly in respect of Fees and Charges.

The list below contains some of the reports which the Working Group has considered and gives an insight into the work that has been carried out:

- Medium Term Financial Plan Budget 2021-22
- Covid-19 Finance Report
- Budget Bids and Savings
- Fees and Charges
- Council Tax Support Scheme
- Revenue Monitoring Outturn 2020/21

Once again, by being able to consider a number of reports in more detail and prior to their consideration at Cabinet, this has allowed Members of the Board via the Working Group to play an integral part in the budget setting process. It is hoped that this will continue, and the process further streamlined in the coming year.

Corporate Performance Working Group

Membership: Councillors Malcolm Glass (Chairman), Councillors A. J. B. Beaumont and C. J. Spencer

As discussed earlier in this report, this group was suspended for most of the 2020/2021 municipal year. Initially, there were delays in meeting due to Covid-19 and associated lockdown. However, during consideration of the item Identifying Racial Disparities Within Bromsgrove District Council's Operations Topic Proposal in July 2020 it was agreed that the group would be suspended.

It is anticipated that the Corporate Performance Working Group will be reinstated for the municipal year 2021-2022.

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TASK GROUP INVESTIGATIONS & SHORT, SHARP REVIEWS CARRIED OUT

The detailed final reports of all these investigations can be found on the Council's website within the Overview and Scrutiny section.

Equalities Task Group

Membership: Councillors P. McDonald, A.B Beaumont, M. Glass, H. Jones, A. Kriss, H. Rone-Clarke, C. Spencer and J. Till

This task group met eight times during this municipal year with the Members as stated above and held discussions with a number of key witnesses. During the investigation the following areas were discussed:

- Council's Equalities Strategy
- Human Resources Processes and Policies
- Community Engagement

The group made five recommendations in total which were all agreed at a meeting of the main Board on 15th February 2021. The final report will be considered at the Cabinet meeting due to be held in June 2021.

Impact of Review of Libraries in the District Task Group

Membership: Councillors S. R. Colella, S. Douglas, J. King, A. Kriss, M. Middleton and C. Spencer

The Task Group met five times during this municipal year with the membership stated above. During the investigation Members interviewed Officers from Worcestershire County Council (WCC) and Councillor Lucy Hodgson, the Cabinet Member with responsibility for Communities at WCC. During the investigation Members were interested in the new strategy that had been implemented by WCC and what, if any, effects it might have on libraries in the District.

The Overview and Scrutiny Board considered the report at their March 2021 meeting and the final report will be considered at a Cabinet meeting due to be held in June 2021.

Review of Services to Prevent Flooding Task Group

Membership: Councillors R. Hunter, A.B. Beaumont, S. R. Colella, H. Rone-Clarke and C. Spencer

The Task Group met six times during this municipal year and carried out a number of interviews with key witnesses including North Worcestershire Water Management, WCC and Severn Trent Water in addition to meeting with officers from the Council.

Members were interested in understanding the responsibilities of each agency and how this could be communicated to residents effectively in the future. In addition to this, staffing levels and future flood risk management were investigated thoroughly by Members and several recommendations were made for consideration by the Board and Cabinet.

The Overview and Scrutiny Board considered the report at their March 2021 meeting and the final report will be considered at a Cabinet meeting due to be held in June 2021.

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PLANS FOR THE FUTURE

At the time of writing, the legislation regarding the legal requirement to hold public meetings in person was only to applied to meetings taking place before 7th May 2021 and it is anticipated that in the 2021/22 municipal year, formal, public Committee meetings will need to take place “physically” once more. However, these rules do not apply to informal meetings of Task Groups and Working Groups and Members may wish to continue to hold remote or hybrid meetings of these groups to provide colleagues with greater flexibility to participate in the scrutiny process moving forward.

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FURTHER INFORMATION

Overview and Scrutiny Board Meetings

Overview and Scrutiny Board meetings are open to the public. To find out more visit our website at <http://www.bromsgrove.gov.uk/council/the-council/overview-and-scrutiny.aspx> or telephone 01527 881288 and ask to speak to the Democratic Services Officer.

Public Involvement

If you would like to have your say on issues being considered by Overview and Scrutiny or to suggest a topic for consideration you can email scrutiny@bromsgrove.gov.uk or complete the form on the Council's website at <http://www.bromsgrove.gov.uk/council/the-council/overview-and-scrutiny/public-participation.aspx>

Giving Evidence

Members of the public or organisations with a special interest or knowledge about a particular topic being considered by Overview and Scrutiny can put forward evidence to a Committee or appear as a witness to give evidence for an investigation. If you think you or your organisation might be able to participate in an issue currently under review, please contact us.

If you have a personal issue with a Council service you may find it more useful to contact your local ward Councillor who can help you decide the best way to take it forward.

Contact Overview and Scrutiny

If you would like to find out more about any aspect of the Overview and Scrutiny Board then you can email scrutiny@bromsgrove.gov.uk or telephone 01527 881288 and ask to speak to the Democratic Services Officer.

Overview and Scrutiny

Legal, Equalities and Democratic Services

Bromsgrove District Council

Parkside, Market Street, Bromsgrove B61 8DA

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CABINET LEADER'S WORK PROGRAMME

1 MAY 2021 TO 31 AUGUST 2021
(published as at 1st April 2021)

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 K J May	Leader of the Council and Portfolio Holder for Economic Development, the Town Centre and Strategic Partnerships
Councillor A. Kent	Deputy Leader and Portfolio Holder for Planning and Regulatory Services (including Governance/Policy and Performance/HR)
Councillor S Webb	Portfolio Holder for Strategic Housing and Health and Well Being
Councillor G. N. Denaro	Portfolio Holder for Finance and Enabling
Councillor M Sherrey	Portfolio Holder for Environmental Services
Councillor P Thomas	Portfolio Holder for Leisure, Cultural Services and Community

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
Bromsgrove Centres Manager - 2021 Action Plan Key: No	Cabinet 2 Jun 2021		Report of the Head of Planning, Regeneration and Leisure Services	Simon Creed, Bromsgrove Centres Manager Tel: 01562 732959 Councillor K. J. May
Bromsgrove District Council's Duty to Co-operate statement with Solihull Key: No	Cabinet 2 Jun 2021 Council 16 Jun 2021		Report of the Head of Planning Regeneration and Leisure Services	Mike Dunphy, Strategic Planning and Conservation Manager Tel: 01527 881325 Councillor A. D. Kent
Community Survey Results Key: No	Cabinet 2 Jun 2021		Report of the Head of Business Transformation, Organisational Development and Digital Strategy	Rebecca Green, Policy Manager Tel: 01527 881616 Councillor G. N. Denaro

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
Declaration of Land Surplus to Requirement - Marsh Way, Catshill South, Penshurst Road, Sideslow and Foxglove Way, Norton Key: Yes	Cabinet 2 Jun 2021		Report of the Head of Legal, Democratic and Property Services	Ostap Paparega, Head of North Worcestershire Economic Development Tel: 01562 732192 Councillor K. J. May
Engagement Strategy Key: No	Cabinet 2 Jun 2021		Report of the Head of Business Transformation, Organisational Development and Digital Strategy	Rebecca Green, Policy Manager Tel: 01527 881616 Councillor G. N. Denaro
Impact of Flooding in the District Task Group Key: No	Cabinet 2 Jun 2021		Report of the Head of Environmental and Property Services	Joanne Gresham, Democratic Services Officer Tel: 01527 64252 Councillor M. A. Sherrey

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Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Impact of Library Service Changes Task Group Key: No	Cabinet 2 Jun 2021		Report of the Chief Executive Officer	Joanne Gresham, Democratic Services Officer Tel: 01527 64252 Councillor K. J. May
Local Development Scheme - Bromsgrove District Council Key: No	Cabinet Not before 2nd Jun 2021 Council Not before 16th Jun 2021		Report of the Head of Planning, Regeneration and Leisure Services	Mike Dunphy, Strategic Planning and Conservation Manager Tel: 01527 881325 Councillor A. D. Kent
Solihull Local Plan Draft Submission Version Key: No	Cabinet Not before 2nd Jun 2021 Council Not before 16th Jun 2021		Report of the Head of Planning, Regeneration and Leisure Services	Mike Dunphy, Strategic Planning and Conservation Manager Tel: 01527 881325 Councillor A. D. Kent

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
Treasury Management and Investment Strategy Key: No	Cabinet 2 Jun 2021 Council 16 Jun 2021		Report of the Head of Finance and Customer Services	Chris Forrester, Head of Financial and Customer Services Tel: 01527 881673 Councillor G. N. Denaro
Audit, Standards and Governance Committee - Annual Report 2020/21 Key: No	Council 16 Jun 2021		Report of the Chairman of the Audit, Standards and Governance Committee	Joanne Gresham, Democratic Services Officer Tel: 01527 64252
Overview and Scrutiny Annual Report 2020/21 Key: No	Council 16 Jun 2021		Report of the Chairman of the Overview and Scrutiny Board	Joanne Gresham, Democratic Services Officer Tel: 01527 64252

Public Access

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
Catshill Neighbourhood Plan Adoption Key: No	Cabinet Not before 7th Jul 2021 Council Not before 14th Jul 2021		Report of the Head of Planning, Regeneration and Leisure Services	Mike Dunphy, Strategic Planning and Conservation Manager Tel: 01527 881325 Councillor A. D. Kent
Qualities Strategy Key: No	Cabinet 7 Jul 2021 Council 14 Jul 2021		Report of the Head of Business Transformation, Organisational Development and Digital Strategy	Rebecca Green, Policy Manager Tel: 01527 881616 Councillor G. N. Denaro
Growth Options for Garden Waste Service Key: No	Cabinet 15 Sep 2021		Report of the Head of Environmental and Housing Property Services	Matthew Austin, Environmental Services Manager Tel: 01572 882537 Councillor M. A. Sherrey

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
Bromsgrove District Council's Duty to Co-operate Statements with the Black Country Key: No	Cabinet Not before 15th Sep 2021 Council Not before 29th Sep 2021		Report of the head of Planning, Regeneration and Leisure Services	Mike Dunphy, Strategic Planning and Conservation Manager Tel: 01527 881325 Councillor A. D. Kent
Bromsgrove District Council's Duty to Co-operate Statements with South Worcestershire Councils Key: No	Cabinet Not before 15th Sep 2021 Council Not before 29th Sep 2021		Report of the Head of Planning, Regeneration and Leisure Services	Mike Dunphy, Strategic Planning and Conservation Manager Tel: 01527 881325 Councillor A. D. Kent
Bromsgrove Town Centre Regeneration - Land at the Dolphin Centre Key: No	Cabinet Not before 15th Sep 2021 Council Not before 29th Sep 2021		Report of the Head of Planning, Regeneration and Leisure Services	Ostap Paparega, Head of North Worcestershire Economic Development Tel: 01562 732192 Councillor K. J. May

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
Bromsgrove Town Centre Regeneration - Land at the Former Market Hall Site Key: No	Cabinet Not before 15th Sep 2021		Report of the Head of Planning, Regeneration and Leisure Services	Ostap Paparega, Head of North Worcestershire Economic Development Tel: 01562 732192 Councillor K. J. May
Bromsgrove Town Centre Regeneration - Land at Windsor Street Key: No	Cabinet Not before 15th Sep 2021		Report of the Head of Planning, Regeneration and Leisure Services	Ostap Paparega, Head of North Worcestershire Economic Development Tel: 01562 732192 Councillor K. J. May
Decarbonisation of the Council Fleet Key: No	Cabinet 20 Oct 2021 Council 3 Nov 2021		Report of the Head of Environmental and Housing Property Services	Kevin Hirons, Environmental Services Manager Tel: 01527 881705 Councillor M. A. Sherrey

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Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Flexible Homelessness Support Grant and Homelessness Reduction Grant 2022/23 Key: No	Cabinet 19 Jan 2022		Report of the Head of Community and Housing Services	Judith Willis, Head of Community and Housing Services Tel: 01527 64252 Ext 3284 Councillor S. A. Webb
Independent Remuneration Panel Report 2022/23 Key: No	Council 26 Jan 2022		Report of the Head of Legal, Democratic and Property Services	Darren Whitney, Electoral Services Manager Councillor G. N. Denaro

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OVERVIEW AND SCRUTINY BOARD

WORK PROGRAMME

2020/21

RECOMMENDATION:

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

ITEMS FOR FUTURE MEETINGS

Date of Meeting	Subject	Additional Information
26 th April 2021	Community Safety Partnership - Presentation	
	Fireworks – Notice of Motion	It was agreed that further information be provided to the Board at the meeting held on 11 th January 2021
	Annual Report 2020-2021 – review and Lessons Learnt	
	Recommendation Tracker	
	Finance and Budget Working Group	
	Working Group Updates	
	Any Task Group Updates	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme	
	Overview and Scrutiny Work Programme	
1 st June 2021	Declaration of Land Surplus to Requirement – Marsh Way, Catshill South, Penshurst Road, Sideslow and Foxglove Way – pre-scrutiny	
	Mileage – Notice of Motion	It was agreed that further information be provided to the Board at the meeting held on 29 th March 2021
	Update on Open Spaces Report	It was agreed that further information be provided to the Board at the meeting held on 29 th March 2021
	Finance and Budget Working Group	
	Working Group Updates	
	Any Task Group Updates	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme	
	Overview and Scrutiny Work Programme	

Agenda Item 12

6 th July 2021	Air Quality Around Schools	It was agreed that further information be provided to the Board at the meeting held on 29 th March 2021
	Equalities Task Group – Cabinet Response	
	Flooding Task Group – Cabinet Response	
	Libraries Task Group – Cabinet Response	
	Finance and Budget Working Group	
	Working Group Updates	
	Any Task Group Updates	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme	
	Overview and Scrutiny Work Programme	
	Finance and Budget Working Group	
13 th September 2021	Bromsgrove Town Centre Regeneration – Land at Former Market Hall Site	This item is due to be considered at Cabinet – Not before 15 th September 2021
	Staff Survey	
	Any Task Group Updates	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme	
	Overview and Scrutiny Work Programme	
	Finance and Budget Working Group	
18 th October 2021	Fleet Replacement	
	Working Group Updates	
	Any Task Group Updates	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme	
	Overview and Scrutiny Work Programme	

2021-22 Meeting Dates

22nd November 2021
 11th January 2022
 14th February 2022
 28th March 2022
 25th April 2022

Items for consideration in 2021-22

- Homelessness – Post Covid (including Homelessness - The Overview and Scrutiny Board could revisit recommendations made by a previous Task Group on this subject)
- Community Safety Partnership

Areas Identified at the Work Programme Planning Event held on 5th June 2019 and to be scheduled into meetings on an as and when basis

Potential Areas for further investigation

- Public Transport / Bus Routes / Community Transport - Members agreed that this subject should be reviewed by a Task Group. The review could focus on public transport provision in rural areas and would require Members to consult with both the bus companies, Worcestershire County Council and BURT.
- Affordable and Social Housing Task Group - This review could focus on the accommodation provided by social housing organisations, planning enforcement and housing development controls and the impact of planning on the green belt.

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



Run & grow a successful business

What does this mean to me?

Businesses choose to come to Bromsgrove & grow here, providing services & jobs.

Further development enhances the town & district centres as places that people want to visit.

Improved connectivity makes life easier, whether that's on the roads or online.

Why?

As an entrepreneurial area, supporting business is incredibly important for the District. Through North Worcestershire Economic Development & Regeneration we will continue to support new businesses. We will also work with established companies within the District to help them grow & flourish.

We are committed to making the Town & district centres places that residents & visitors can enjoy & that attract a variety of businesses.



Priority: Economic development & regeneration

We will:

Consult businesses to understand current needs & growth plans, working with partners to support business growth.

How we will measure it:

- Number of businesses engaged through the consultation
- Number of existing businesses supported to grow & develop

Work & financial independence



What does this mean to me?

There are more opportunities for young people, with the right skills for local businesses.

Money management support will help to reduce debt & increase financial confidence.

People get the benefits they are entitled to, when they need them.

Why?

The economic picture for Bromsgrove District is positive, with consistently low unemployment. However, the Indices of Multiple Deprivation 2015 (specifically income, employment & education indicators) show there were issues, particularly in parts of Charford & Sidemoor.

We will support our residents to access work opportunities in new industries, focusing on the skills agenda. We will also work with residents to help them manage their money & access the right benefits.



Priority: Skills for the future

We will:

Undertake a skills audit with partners & work together with them to address any gaps.

How we will measure it:

- Number engaged through the skills audit.



**Live independent,
active & healthy lives**

**What does this
mean to me?**

People are supported to maintain a healthy lifestyle.

Communities & individuals feel less isolated.

There are more positive things to do through improved access to sport & cultural activities.

Why?

Whilst the health of people in Bromsgrove District is generally good, health priorities include improving mental well-being, increasing physical activity & ageing well. Increasing numbers of people living with reduced mobility, dementia & diabetes are an issue for the District. Through the Bromsgrove Partnership, Bromsgrove District Council will continue to play its part in addressing these issues.

We also want to enhance sport & cultural opportunities in the District, which will have health & social benefits.



**Priority: Improving
health & well-being**

We will:

Support targeted activities for healthy lifestyles.

How we will measure it:

- Number of people accessing targeted activities
- Number of people with diabetes
- Number of people who have had a stroke

Affordable & sustainable homes



What does this mean to me?

More affordable & appropriate homes become available.

Private tenants have homes which are safe & tenancies which are secure & affordable.

Homes can adapt to changes in circumstances & are increasingly energy efficient.

Why?

Bromsgrove has the highest level of home ownership in Worcestershire, & the smallest private rented sector in the county; demand for housing within the district has had a significant impact on property prices.

Access to affordable housing is recognised as an issue, as is ensuring homes are sustainable into the future.



Priority: A balanced housing market

We will:

Develop & implement a District Housing Strategy.

How we will measure it:

- Number of affordable homes (commitments & completions)

Communities which are safe, well-maintained & green



What does this mean to me?

Crime & anti-social behaviour reduces even further & the fear of crime also starts to decrease.

The district is well-maintained & people feel involved in keeping it clean.

It's easier to recycle more & reduce waste going to landfill.

Why?

Bromsgrove District Council has committed to playing its part in addressing the impact of climate change; from work to increase recycling to support to reduce fuel poverty, a **green thread** runs throughout this Council Plan.

It is important to ensure that Bromsgrove remains attractive for everyone, & our Place Teams, in partnership with local communities, provide a strong service across the District.

The District is a low crime area; through the North Worcestershire Community Safety Partnership we continue to work hard to address the causes of crime & anti-social behaviour & to support victims.



Priority: Reducing crime & disorder

We will:

Target the causes of crime affecting the night-time economy.

How we will measure it:

- Anti-social behaviour reports in the Town & district centres
- Crimes in the Town & district centres