

Public Document Pack

Overview and Scrutiny Board
6th January 2025

BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

6TH JANUARY 2025, AT 6.00 P.M.

PRESENT: Councillors P. M. McDonald (Chairman), S. T. Nock (Vice-Chairman), A. Bailes, R. Bailes, A. M. Dale, E. M. S. Gray, R. J. Hunter, B. Kumar, D. J. Nicholl, J. Robinson and J. D. Stanley

Observers: Councillor K. J. May - Leader and Cabinet Member for Strategic Partnerships and Enabling
Councillor S. R. Colella - Cabinet Member of Finance
Councillor S. A. Webb - Cabinet Member of Health and Wellbeing and Strategic Housing
Councillor P. J. Whittaker – Cabinet Member for Environmental Services and Community Safety
Councillor H.D.N. Rone- Clarke – Chairman of Housing Task Group

Other Attendees: Mr C. Mallard and Ms M. Keegan (The Basement Project)

Officers: Mr. G. Revans, Mr S. Parry, Mr M. Austin, Ms. A. Delahunty, Ms. B. Houghton and Mrs S. Woodfield

72/23

APOLOGIES FOR ABSENCE AND NAMED SUBSTITUTES

Apologies for absence were submitted on behalf of Councillor S.A. Robinson with Councillor J.W. Robinson in attendance as named substitute.

73/23

DECLARATIONS OF INTEREST AND WHIPPING ARRANGEMENTS

No declarations of interest were received nor of any whipping arrangements.

74/23

TO CONFIRM THE ACCURACY OF THE MINUTES OF THE MEETING OF THE OVERVIEW AND SCRUTINY BOARD HELD ON 9TH DECEMBER 2024

The minutes of the Overview and Scrutiny Board meeting held on 9th December 2024 were considered.

It was requested by Members that a correction be made in respect of the inaccuracy in the minute record of item 64/24 – To confirm the accuracy of the minutes of the meeting of the Overview and Scrutiny Board held on 9th December 2024:

It was requested that the inaccurate paragraph, which read as follows:

*“The formation of the Cabinet Advisory Group (CAG) provided some useful discussions including the condition of play areas, approaching “end of life”. As **instructed** by CAG, Officers carried out a public consultation, with a useful session being held with the Consultant to discuss Foxgrove Way in more detail”.*

Be corrected to:

*“The formation of the Cabinet Advisory Group (CAG) provided some useful discussions including the condition of play areas, approaching “end of life”. As **recommended** by CAG, Officers carried out a public consultation, with a useful session being held with the Consultant to discuss Foxgrove Way in more detail”.*

It was agreed the inaccuracy would be corrected.

It was also requested that a timescale be provided for the paragraph, which read *“The Leader of the Council expressed the view that an audit for Parish Council play area provision should be carried out and for transparency and scrutiny, be reviewed through the Finance and Budget Working Group”.* The request was subsequently noted and agreed would be actioned accordingly.

RESOLVED that the minutes of the Overview and Scrutiny Board meeting held on 9th December 2024 be agreed as a true and correct record.

75/23

NORTH WORCESTERSHIRE COMMUNITY SAFETY PARTNERSHIP (INCLUDING ANTI-SOCIAL BEHAVIOUR)

The Community Safety Manager delivered an update on the progress of the North Worcestershire Community Safety Partnership (NWCSP) report to the Board.

At its Planning meeting in February 2024, the NWCSP reviewed and agreed its new priorities for the following three-year period. The Partnership Plan set out the priorities that the CSP would focus on for a 3-year period, with an annual refresh to capture any emerging issues and trends. The NWCSP priorities for period April 2024 to March 2027 were:-

- Public Place Violence & the Serious Violence Duty
- ASB, Nuisance and Environmental Issues
- Shoplifting and Neighbourhood Crime:

Neighbourhood Crime is defined as domestic burglary, robbery (against the individual/household), theft from a person and vehicle crime.

- Protecting Vulnerable Communities including Hate Crime & Targeted Harassment, Domestic Abuse & DHRs and Sexual Violence
- Serious Organised Crime via a Joint Action Group (SOCJAG)

Alongside the local priorities, NWCSPP worked closely with South Worcestershire CSP, through the countywide Safer Communities Board (SCB), to identify and address countywide issues. Through Worcestershire SCB, the two statutory CSPs collaborated on key countywide projects and initiatives to ensure District area input and delivery were considered and implemented. These Worcestershire-wide activities and interventions included:-

- Domestic Abuse Partnership Board
- Prevent Strategy Group [Counter Terrorism]
- Protect (& Prepare) Board [Counter Terrorism]
- Safeguarding Children Partnership & GETSAFE [Child Exploitation]
- Adult Safeguarding Partnership & Adult Exploitation Group
- Reducing Reoffending Group & Integrated Offender Management
- Substance Misuse Oversight Group / Combatting Drugs Partnership

In 2023-24 new funding was made available by the Home Office via the West Mercia Police and Crime Commissioner (PCC) to support Community Safety partners in Implementing the Serious Violence Duty. Home Office funding allocations for SVD interventions in Worcestershire totalled £50k.

Alongside the PCC's force-wide commissioning, NWCSPP was allocated an annual ring-fenced amount from the PCC of £139,250k to identify and address local issues at a District level. In addition to the annual ring-fenced grant, the PCC also allocated additional Safer Communities funding to NWCSPP. The funding was allocated by the Partnership to complement the ring-fenced grant and address identified issues that were of most concern and/or are having a detrimental effect on local communities.

During consideration of the item, Members raised the following:

- A Member detailed to the Board a legal dispute which had arisen in their local ward area, whereby a resident had been advised that the issue was deemed as a private matter and advised to seek legal advice. The Council's Community Safety Officer offered invaluable assistance and advice, which avoided the cost of seeking legal advice from a Solicitor. It was requested that

Members be provided with the necessary Antisocial Behaviour (ASB) tools, powers and relevant Officer contact details to assist their local community more effectively. – The Community Safety Manager responded that relevant support could be arranged and was subsequently agreed as an action.

- In the report it was suggested that there had been a decrease in shoplifting within the District between the period of 2023-2024. However, after consideration, Members expressed the view that shoplifting remained a concern in their local ward area and suggested that the crimes were not being adequately reported. Members felt it would be helpful if the Council provided support to local businesses to encourage sufficient reporting on matters in the local area and if shoplifting incidences were reported that the crimes be investigated. – It was noted that shoplifting was a significant issue locally and underreported, however, there had been successes with collaborative business partnership working around the Town Centre areas. Members were also advised of the Hotspot Patrols initiative where two areas of Bromsgrove had been identified as suffering from high levels of serious violence and ASB. Since the project went live on 1st June 2024, 595 proactive patrols had been completed at the relevant times to increase visibility within the Town Centre.
- The Board also queried how the Council determined which areas to prioritise in the local area. – Members noted that data was sought following requests for service and responses to calls from community members.
- A Member informed the Board of a shop theft incident which had taken place in the Rubery area. A response was provided by The Bromsgrove Centres Manager and advised that the DISC Scheme could assist further with the incident. It was requested that an update be provided. - It was agreed this would be reported to the relevant team as an action.
- The Redeployable Camera Scheme was discussed, and it was requested that Members be provided with the specific locations of the deployments across the district areas. Also, if successful, Members queried if the Council would consider the scheme on a permanent basis. – It was advised that requests should be raised with the Safer Neighbourhood Team (SNT), allowing the Closed-Circuit Television (CCTV) Monitoring Centre to have relevant discussions regarding Code of Practice legal requirements for surveillance. It was agreed that contact details would be provided to Members as an action.
- The Annual White Ribbon Domestic Abuse Campaign was discussed by Members. A motion had previously been passed to seek formal accreditation of the scheme; Members requested that details be provided on the progress of the scheme. – It was advised that accreditation was a very time-consuming process at a time when the team was at reduced capacity, however a vacant post within the team would be appointed and this could assist with progressing the matter further in the future.

- A joy riding incident was discussed by a Member which had been raised within their ward area. The SNT was subsequently contacted regarding the incident, and it was disappointing to note that the incident had been considered unsafe and they were unable to assist further. It was queried if the CSP had dealt with similar matters in tackling ways to reduce the issue within other areas of the District? – It was noted that the SNTs had a wealth of knowledge in tackling joy riding and was a somewhat surprising response. It was agreed that the matter would be discussed with the SNT Inspector as an action. The Leader of the Council added that Inspector Richard Field from the West Mercia Police had dealt with a similar incident within the District and had worked proactively to address the issues raised. Members were encouraged to report the relevant crimes to Inspector Richard Field to ensure that the reporting was followed up with an action plan.
- The Chairman of the Board expressed disappointment that a representative from West Mercia Police was not present for the meeting and felt that specific questions raised had been relevant to the Police for their comment and input. The Chairman also advised the Board of continuing issues with Graffiti within his ward and at St Chads Park, which was having a detrimental effect to the reputation of the area. – It was agreed that the matter would be discussed further with the SNT as an action to follow.
- The Leader of the Council asked that issues experienced when reporting a crime in the local area be notified to the PCC and requested further clarity on the specific Force boundary areas and West Mercia's areas of responsibility. – It was advised that it was a specific policing matter and that the query might be better routed through the West Mercia Police and Crime Panel so that the PCC can be tasked to ensure the Police Control Centre are directing calls for service appropriately as part of their call taking role.

RESOLVED that the progress made by North Worcestershire Community Safety Partnership (NWCSP) be noted.

76/23

THE BASEMENT PROJECT (AIMS OF GRANT FUNDING)

The Strategic Housing Officer presented The Basement Project Aims of Grant Funding for Member's consideration followed by a brief video which included shared experiences through support offered by the Basement Project.

The report sought to provide an opportunity for Members to familiarise themselves with the aims and outcomes of the Basement which provided housing related support and other support to young people up to the age of 25.

The Council supported the Basement Project with both Homelessness Prevention Grant and Domestic Abuse grant funding. The purpose of

the ringfenced Homelessness Prevention Grant fund was to give Local Authorities control and flexibility in managing homelessness pressures and supporting those who were at risk of homelessness. The Government expected Local Authorities to use it to deliver the following priorities:

- To fully enforce the Homelessness Reduction Act and contribute to ending rough sleeping by increasing activity to prevent single homelessness.
- Reduce family temporary accommodation numbers through maximising family homelessness prevention.
- Eliminate the use of unsuitable bed and breakfast accommodation for families for longer than the statutory six-week limit.

Domestic Abuse New Burdens Grant funding was allocated to ensure that Councils could comply with the requirements to provide safe and supported accommodation for those fleeing domestic abuse.

During consideration of the report, Members discussed the following points:

- Members requested a further explanation of how the scheme differentiated between evaluating success relating to support provided for regular clients and non-clients. – Members were advised that the scheme for non-clients provided a drop-in service where there was a requirement i.e. for food, therefore an induction service was unnecessary. If a client was at crisis point, they would be considered as a regular client, and ad hoc issues were treated as a non-client approach and measured as one case.
- Members also discussed if the Basement Project had a responsibility within fostering and adoption. – Members were advised that there was a corporate parenting and safeguarding body which had a success in delivering and meeting specific requirements. There was also care leaver support in place as part of the Basement Project initiatives.
- Housing outcomes were discussed with the Board and Members queried what support was given to clients being housed in temporary accommodation, especially with the lack of white goods being made available within properties. – The Chief Executive Officer of the Basement Project responded that mediation was provided prior to housing which included sourcing relevant household items necessary. It was felt that the stress of moving into rented accommodation did have a detrimental effect on some client's mental health.
- Members queried how in one way specifically the Local Authority could assist with the project. – In response the Basement Project felt that early preventative intervention in schools would be beneficial to have a more holistic approach.

- The Chairman of the Board raised a query on food bank deliveries being carried out outside the District boundary area and if the Basement Project were aware. – It was explained that a client in the Rubery area had contacted the library to distribute food parcels. The suggestion was reviewed, and the decision was made that the library was not a suitable approach. Members noted that there would be a new drop in scheme rolled out in early 2025 to assist with food parcel distribution.
- The Board also reviewed the Council's statutory duty to combat homelessness, with Members querying the severity of homelessness within the District? – In response Members were advised that providing sufficient temporary accommodation was an issue and that the relevant funding provided was being utilised to tackle the issue.
- The Chairman queried if some residents could be housed in temporary accommodation for up to six months. – In response Members were informed that this occurred only in exceptional circumstances and if a priority requirement. Members were also advised that St. Basils assisted clients with house shares, if peer support was deemed a beneficial approach.
- The Chairman also raised the question of how grant funding requirements were measured. – It was noted that grant funding requirements were measured by reviewing the relevant outcomes. The necessary Internal Audit evaluations had been carried out and noted were content with how grant funding needs were measured.
- Members added their thanks for the comprehensive report and efforts of the Basement Project team in helping to provide the skills and support necessary to assist with job opportunities and aspirations to residents.

RESOLVED that the contents of The Basement Project report be noted.

77/23

INTRODUCTION OF FOOD WASTE COLLECTION (PRE-SCRUTINY)

The Portfolio Holder provided an initial brief overview with Members, followed by the Environmental Services Manager who presented the Introduction of Food Waste Collection to Members.

The Government has set a new statutory duty under the Environment Act 2021 to introduce a dedicated separate weekly collection of food waste from all households by 31st March 2026, alongside expanded requirements on dry recycling.

Working closely with Worcestershire County Council (WCC) as the Waste Disposal Authority, the Council were able to accommodate the changes to dry recycling without any modification to the existing green bin service. The report was focusing primarily on the changes required from the new food waste service. As the Council operated such a service, additional resources were required to operate, and due to the

current size restrictions of the depots, were unable to add them to the existing arrangements without significant investment in additional land as well as an expansion of the Operator's Licence with the Traffic Commissioner and DVSA.

In addition to the challenges regarding space restrictions on providing the service, it would require procurement and delivery of food waste caddies for each property, additional bins for communal properties, and additional dedicated vehicles and staff to collect the waste.

To achieve the Government requirements on time, it was vital that the Council took decisions by the end of January 2026 to allow the procurement of resources to supply the service to residents, either as an in-house service, or through an external provider.

After consideration of the report, Members raised the following:

- Were the proposed bins of a standard size for the food waste collection? – The Board were advised that the proposed food waste bins were proposed to be 40 litre sized bins, paired with a smaller kitchen caddy for household food scraps.
- Were residents aware of the proposed Food Waste Collection Service? – Members were advised that residents had not been informed due to the pressures regarding the uncertainty of timescales and funding allowances from Central Government. Members noted that if proposals were implemented in Spring 2026, part of the EPR funding, would be to engage with residents.
- Were the smaller waste collection vehicles being considered as part of future proposals? – It was explained that the Council did use smaller waste collection vehicles to access narrow residential areas and was looking to purchase a new vehicle for the future comb bin proposals.
- Would the Council consider buying the food waste caddies in-house rather than the outsourcing proposals? – The Board were advised that the option had been debated to be incorporated as part of EPR funding to support the purchase of food waste caddies and would be discussed further for future consideration with the new Section 151 Officer. The group were also advised that the caddies still formed part of the Council's ownership, despite outsourcing considerations. The Executive Director added that the Council was in favour of running services in-house, but depot space would require consideration and with time constraints, it had limited Council decisions. In-house proposals would be considered in the future once the contract agreement had expired. The Leader of the Council also informed the Board that old bins would be recycled as part of the business case.
- Had the space been procured at an anaerobic digester? – It was noted that WCC had outlined that until the Council could provide a specific start date, they were unable to secure a contract with a potential disposal site to take the material. The Executive Director

added that WCC had been in discussions with potential food waste disposal sites to the North and South of the County, with discussions ongoing. The Leader added that there was a finite amount of capacity at anaerobic sites within the District and stated it was advisable that space be procured in the North of the County, in particular. The Leader requested a more comprehensive solution to the points raised was agreed to be reviewed as an action.

RECOMMENDED that:

The Cabinet RECOMMEND that:

- 1) Subject to the outcome of negotiations, the Council approves the introduction of a joint Food Waste Collection Service, working with Redditch Borough Council and Wyre Forest District Council to deliver the authority's statutory duties under the Environment Act 2021 regarding a Food Waste Collection Service;
- 2) The Council allocate £1,000,000 Revenue Funding in the Medium-Term Financial Plan as an operational budget from 2026/27 to fund the Food Waste Collection Service in the Borough, as accounted for within Tranche 1 of the Budget;
- 3) Delegated authority be granted to the Assistant Director of Environmental and Housing Property Services following consultation with the Section 151 Officer, the Principal Solicitor (Contracts, Commercial and Procurement) and the Portfolio Holders for Finance and Environmental Services respectively to:
 - a) subject to the agreement of recommendation 1 above, to negotiate and agree terms with Redditch Borough Council and Wyre Forest District Council to enter into a joint tender for a shared Food Waste Collection Service;
 - b) tender and award a dedicated weekly food waste collection service through a third party for a period of 8 years commencing no later than 31 March 2026.

78/23

REFUSE FLEET REPLACEMENT AND WHEELED BIN PRESSURES (PRE-SCRUTINY)

The Portfolio Holder provided an initial contextual briefing to Members.

It was highlighted that there was a typographical error for 1.2 recommendation which read as follows:

“The Council allocates £2,200,00 Capital funding in the Medium-Term Financial Plan for the 2025/26 financial year for the purchase and distribution of these bins”.

The Portfolio Holder informed the Board that it should read as follows:

*The Council allocates **£2,200,000** Capital funding in the Medium-Term Financial Plan for the 2025/26 financial year for the purchase and distribution of these bins”.*

Following the initial briefing by the Portfolio Holder, the Environmental Services Manager presented his report for the Refuse Fleet Replacement and Wheeled Bin Pressures to the Board to Members.

Given that the “Diamond” bins were limiting the Council’s ability to meet the statutory duties, as well as increasing operating costs, it was proposed that Bromsgrove District Council replace all the existing “Diamond” wheeled bins with industry standard “Comb” 240ltr wheeled bins (no change in size for any waste streams). Or to replace all the existing green and brown “Diamond” wheeled bins with industry standard “Comb” 240ltr wheeled bins and replace the existing 240ltr wheeled bins for residual waste, with 180ltr “comb” wheeled bins.

The option to reduce the size of the residual waste bin, although would support immediate benefits regarding recycling performance, it might add additional challenges should the Council look to make further changes to expand the service and/or reduce the frequency of residual waste collection to further pressurise the waste stream and reduce operating costs linked to the non-recyclable waste.

Like for like replacement of all existing Diamond Wheeled bins would require Capital investment of approximately £2.2m including delivery and expected credits against the recycled “Diamond” bins.

A decision to reduce the size of the 240ltr residual waste bins to 180ltrs would reduce that cost by £60k and would also support increased recycling quantities and take up of the food waste service expected to start in 2026 based on a current fortnightly collection service.

During consideration of the item Members raised the following:

- What the impact could be with increasing the frequency of collection times and capacity of the bins and could it cause infestation issues? – It was advised that the possible introduction of a weekly Food Waste Service should assist with infestation issues. It was further discussed that to encourage the disposal of food waste, there was a suggestion of reducing the size of the bin

capacity or to extend the frequency of collection of residual waste from two to three weeks which would also further reduce infestation issues. The Executive Director also advised the Board that Stratford on Avon District Council had rolled out a three-week residual waste collection service and a garden waste collection service every two weeks with very few issues and an overall good reception from residents.

- What the Council's provision was to ensure the prevention of future deaths in response to the fatality involving one of its vehicles whilst in service with Coventry City Council in 2022? – Members noted that the Health and Safety Executive and Coroner's Office (who dealt with the inquest) were ensuring manufacturers made the adjustments necessary for the specific lift system.
- Had communal areas been considered which had larger bin containers in the specific residential areas? - It was suggested that a lack of ownership was an issue for the larger communal areas. The Extended Producer Responsibility (EPR) (legislation that aims to make producers responsible for the cost of the collection, management and recycling of packaging) funding would assist with future engagement to promote the correct recycling habits for residents.
- Would the lifting mechanism for the new fleet be adequate for the different sized litre bins proposed? – It was reported that the size of the bins would not be an issue for the lifting mechanisms with the proposed or existing fleet.
- Members considered the financial implication proposals and raised concerns that costings were only estimates and that the Council should consider fluctuating costs in the future. Members urged for a strong business case model to be established and that the Board be given the opportunity to scrutinise the costings in full detail. It was also requested if Members could be provided with further clarity on the Capital Investment figure of approximately £2.2m. – Members were informed that the funds were based on calculations carried out in November 2024, testing the market for the cost of the wheeled bins, collection and disposal. It was understood by Officers that there might be some variance for future costings.
- Could the Department for Environment, Food and Rural Affairs (DEFRA) funding transfer of £1.04m for dry recyclable material through the EPR scheme for the 2025/26 financial year be clarified. – Members noted that the funding was due to a tax on packaging manufacturers under the "producer pays" principle and was intended to support costs of the existing waste collection

arrangements, supporting communication and education on dry recycling. The Executive Director added that whilst the funding was not ringed fenced, it was expected to be used specifically for waste considerations. From 2028 the funding would be linked to the quality as well as the quantity of recycling collected and may be required to support education and engagement with residents regarding their waste to maintain the level of funding.

Also, during consideration of the item, a recommendation was proposed by Councillor R.J. Hunter. The recommendation was:

“To endorse the proposal 4.1.1 to: Replace all our existing “Diamond” wheeled bins with industry standard “Comb” 240ltr wheeled bins (no change in size for any waste streams)”.

The recommendation was proposed by Councillor R.J. Hunter and seconded by Councillor J.W. Robinson.

On being put to the vote the recommendation was carried.

RECOMMENDED that:

The Cabinet RECOMMEND that:

- 1) The Council agrees to replace all “Diamond” lift bins in use across the Residual, Recycling, and Garden Waste services in Bromsgrove District during the 2025/26 financial year with industry standard “Comb” lift bins.
- 2) The Council allocates £2,200,00 Capital funding in the Medium-Term Financial Plan for the 2025/26 financial year for the purchase and distribution of these bins.

79/23

WORCESTERSHIRE HEALTH OVERVIEW AND SCRUTINY COMMITTEE - UPDATE

The Council’s Representative on the Worcestershire Health Overview and Scrutiny Committee (HOSC), Councillor B. Kumar, updated the Board on the matters discussed at its recent meeting held on 12th November 2024.

Following the presentation Members discussed several points which included:

- In response to a former query submitted by Councillor Nicholl concerning why the amount of people accessing Substance Misuse Treatment had increased from 1852 to 3060 in the last 12

months. – It was explained that this was due to poor structure within the health provision.

- Members raised a query regarding childhood obesity and if the Council could provide further provision to promote healthy eating within the school setting. – It was advised that there were proposals in place to provide healthier snacks within local areas to be situated nearer to schools. Councillor Kumar agreed to discuss this in further detail with Public Health. The Leader of the Council also advised Members of the Early Help provision which provided pre-natal advice for obesity.
- If the Council could provide additional walking, cycling and running groups. – Members noted that Public Health were very proactive and would be happy to support the provision of available funding to provide awareness through social media in local areas. The Leader of the Council added that contained in a recent WCC report was information regarding the Road Safety Education Team, as the accredited training provider which promoted the delivery of the Bikeability Scheme across Worcestershire. Members were also advised there was grant provision available from the Department of Transport to promote active living. Members also noted that the WCC Road Safety Team visited schools to promote lifelong behaviour and attitudes for safer roads and school crossing patrol safety. “Here to Help” and “Strength in Communities” also promoted a healthy diet and being active in schools.

RESOLVED that the Worcestershire Health Overview and Scrutiny Committee Update be noted.

80/23

FINANCE AND BUDGET WORKING GROUP - UPDATE

The Chairman of the Finance and Budget Working Group, Councillor P. McDonald updated the Board of the recent meeting which took place on Thursday 2nd January 2025.

The Medium-Term Financial Plan – Tranche 1 Budget report was being reviewed at Cabinet on 7th January 2025 and then reported to Council on 22nd January 2025 with the following points considered by the Board:

- A one-year settlement was agreed.
- The agreed 3.25 percentage increase in grant funding had been re-evaluated to 0 percent. Consultations were ongoing to review the funding.
- There would be a 2.99 percentage increase in Council Tax.
- There was an agreement of a 3 percent increase in pay awards (an estimated £154k).
- It was agreed that National Insurance contributions would be funded by the Government.
- The Council to allocate £1m revenue funding for the Food Waste Collection Service.

- A dividend of £250k would be provided by Bromsgrove School.

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

81/23

TASK GROUP - UPDATE

The Chairman of the Housing Task Group, Councillor H.D.N. Rone-Clarke updated the Board with the following points:

- The group were progressing well with the initial agreed areas of interest being discussed and scrutinised during various meetings that had taken place.
- The additional allocations policy objective which had been agreed by the Board and added to its Terms of Reference was to be discussed at its next meeting to take place on Monday 13th January 2025.
- The previous meeting held on 16th December 2024 held discussions with residents of the Cofton Estate Development who were invited to share their experiences with fleecing issues with the Group. The Chairman explained that prior to discussions with the residents it was explained the Task Group were a nondecision making body. The Chairman also agreed that the final report and recommendations would be shared with the residents for their perusal.

RESOLVED that the Housing Task Group update be noted.

82/23

CABINET WORK PROGRAMME

The Cabinet Work Programme was considered by the Board.

The Chairman of the Board requested that the Strategic Parking Review which was to be held at Cabinet on 12th February 2025 be pre-scrutinised by the Board at the next Overview and Scrutiny Board meeting held on 11th February 2025. After consideration the Board agreed to review this item.

A member requested further clarity on the item held in the Cabinet Work Programme for the Local Development Scheme. It was discussed that further information would be sought from the relevant Officers and agreed as an action.

RESOLVED that the content of the Cabinet Work Programme be noted as per the preamble above.

83/23

OVERVIEW AND SCRUTINY BOARD WORK PROGRAMME

The Overview and Scrutiny Board Work Programme was considered by Members.

Members queried if specific dates had been confirmed for the Artrix and Bromsgrove District Plan Consultation. It was agreed that the dates would be discussed with the relevant officers and noted as an action.

The Leader of the Council informed Members that the Bromsgrove District Plan Consultation would be available as an item for discussion in the Bromsgrove Planning Steering Group which would be held on 23rd January 2025.

RESOLVED that the Overview and Scrutiny Work Programme be noted.

84/23

OVERVIEW AND SCRUTINY ACTION SHEET

The Overview and Scrutiny Action Sheet was noted by Members.

It was discussed that whilst an hourly rate range for the consultants who worked on the project were provided, Members had also requested the rate paid for the consultant who attended the Cabinet Advisory Group (CAG). This was agreed would be followed up as an action.

A specified date was requested by Members for when an audit would be carried out for the Parish Council Play Area provision. The request was noted and agreed would be forwarded as an action to the relevant officers.

A Member suggested that actions which had been updated post publication should be included as part of the minutes. The comments were noted and agreed would be added as an appendix to the minutes.

RESOLVED that the Overview and Scrutiny Board Action sheet be noted.

85/23

TO CONSIDER ANY URGENT BUSINESS, DETAILS OF WHICH HAVE BEEN NOTIFIED TO THE ASSISTANT DIRECTOR OF LEGAL, DEMOCRATIC AND PROCUREMENT 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.

There was no urgent business for consideration.

The meeting closed at 8.48 p.m.

Chairman

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BDC Overview and Scrutiny Board - Action Sheet (2024/25)

10th September 2024 Meeting

| Subject | Action Required | Action Taken | Officer(s) Responsible | Other Comments | Status |
|-----------------------------------|---|--|--|--|----------------------------------|
| Levelling Up – Market Hall | The risk registers for the project to be updated to refer to BDC only and to remove reference to RBC. | Democratic Services emailed relevant officers on 12/9/24 | Section 151 Officer/Deputy Chief Executive | Response: 7/11/24 The documents emailed to Members (excluding Public Realm which is being updated and will be provided shortly). | Still outstanding (Public Realm) |

17th October 2024 Meeting

| Subject | Action Required | Action Taken | Officer(s) Responsible | Other Comments | Status |
|-----------------------------------|------------------------|---------------------------|--|---|-------------------|
| Levelling up – Market Hall | Updated cost plan | 18/10/24 Officers emailed | Section 151 Officer / Deputy Chief Executive | Response: 6/11/24 email from Regeneration Project Delivery Manager. Unable to provide as with Keir and still working on along with programme before works start, this is due on 18 th November 2024. | Still outstanding |

9th December 2024 Meeting

| Subject | Action Required | Action Taken | Officer(s) Responsible | Other Comments | Status |
|---|---|---|--|----------------|--|
| <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 18</p> <p>Play Audit</p> | <p>To obtain the official guidance from ROSPA to determine the adequate fall height.</p> | <p>Emailed officers - 11/12/24 Chased officers – 20/12/24</p> | <p>Ishat Karimi Fini, Parks and Events Service Manager</p> | | <p>Emailed response received 31/12/24 - What is Critical Fall Height as per ROSPA guidance? Critical Fall Height is the maximum height of fall from play equipment to the ground. It is the distance from the ground up to the highest platform a child can reach or stand on. Safety surfaces do not prevent injury, however when installed correctly they can significantly lessen the severity of any injuries caused by falling from height. It's important that safety surfaces below each item of equipment is correctly specified for that equipment's Critical Fall Height. Safety surfaces should extend from the equipment edge by at least the same distance as the free fall height. For example, a CFH of 3m should have at least 3m of certified surfacing in each direction.</p> |
| | <p>What are the capital funding bids timeline?</p> | <p>Emailed officers - 11/12/24</p> | <p>Ishat Karimi Fini, Parks and Events Service Manager</p> | | <p>Response received during meeting - Budget bids are committed for 25/26, this will be reviewed year on year.</p> |
| | <p>Amend Belbroughton P.C. to Belbroughton and Fairfield P.C. Also to amend Play Site ID 48</p> | <p>Emailed officers - 11/12/24 Chased officers – 20/12/24</p> | <p>Ishat Karimi Fini, Parks and Events Service Manager</p> | | <p>Emailed response received 31/12/24 – This has been amended.</p> |

| Subject | Action Required | Action Taken | Officer(s) Responsible | Other Comments | Status |
|---------|--|---|--|----------------|---|
| | and 11 ownership to Belbroughton Recreation Centre (Refer to page 22 of the report). | | | | |
| | How much consultants are paid on a hourly basis? | Emailed officers - 11/12/24 Chased officers – 20/12/24 | Ishat Karimi Fini, Parks and Events Service Manager | | Emailed response received 31/12/24 - Consultants are paid on a half day rate of £220 and full day £440 (please note this is based on the level of expertise). |
| | To carry out an audit for Parish Council Play area provision. | Emailed officers -11/12/24 Chased officers – 20/12/24 | Ishat Karimi Fini, Parks and Events Service Manager | | Emailed response received 31/12/24 - IKF will discuss this in detail with Ruth Bamford and Portfolio Holder in the new year. |
| | Work with Parish Councils to review financial requirements. | Emailed officers - 11/12/24 Chased officers – 20/12/24 | Ishat Karimi Fini, Parks and Events Service Manager | | Emailed response received 31/12/24 - IKF will discuss this in detail with Ruth Bamford and Portfolio Holder in the new year. |
| | Future reports to be published in colour. | Emailed officers - 11/12/24 Chased officers – 20/12/24 | Ishat Karimi Fini, Parks and Events Service Manager | | Emailed response received 31/12/24 - To note this when forwarding to Democratic services. |
| | Review wording for Belbroughton and Romsley Ward (Refer to page 103 of the report). | Emailed officers -11/12/24 Chased officers – 20/12/24 | Ishat Karimi Fini, Parks and Events Service Manager | | Emailed response received 31/12/24 - This will be amended accordingly. |

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