

# Public Document Pack



## **BROMSGROVE DISTRICT COUNCIL**

### **MEETING OF THE OVERVIEW AND SCRUTINY BOARD**

**TUESDAY 25TH MARCH 2025**

**AT 6.00 P.M.**

**PARKSIDE SUITE - PARKSIDE**

**MEMBERS:** 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, S. A. Robinson and J. D. Stanley

### **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. **Update on Heatwaves Preparedness (Impact of Heatwaves Task Group Recommendation)** (Pages 7 - 10)

Background information updating Members on this subject has been included in the agenda. A presentation on this subject will follow at the meeting.

4. **Local Heritage Action List (Quarterly Update)** (Pages 11 - 12)

5. **Worcestershire Health Overview and Scrutiny Committee - Updates** (Pages 13 - 18)

6. **Finance and Budget Working Group - Update**

7. **Task Group - Updates**

8. **Cabinet Work Programme** (Pages 19 - 28)

9. **Overview and Scrutiny Board Work Programmes** (Pages 29 - 34)

10. **Overview and Scrutiny Action Sheet** (Pages 35 - 38)

11. **To consider any urgent business, details of which have been notified to the Head of Legal, Democratic and Property 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.**

12. **To consider, and if considered appropriate, to pass the following resolution to exclude the public from the meeting during the consideration of item(s) of business containing exempt information:**

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

Item No	Paragraph
13	3

13. **To confirm the accuracy of the minutes of the meeting of the Overview and Scrutiny Board held on 11th and 17th February 2025** (Pages 39 - 58)

Sue Hanley  
Chief Executive

Parkside  
Market Street  
BROMSGROVE  
Worcestershire  
B61 8DA

17th March 2025

**If you have any queries on this Agenda please contact  
Sarah Woodfield**

**Parkside, Market Street, Bromsgrove, B61 8DA  
Tel: (01527) 64252 Ext: 1605  
Email: s.woodfield@bromsgroveandredditch.gov.uk**

## **GUIDANCE ON FACE-TO-FACE MEETINGS**

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

### **GUIDANCE FOR ELECTED MEMBERS AND MEMBERS OF THE PUBLIC ATTENDING MEETINGS IN PERSON**

Meeting attendees and members of the public are encouraged not to attend a Committee if they have if they have common cold symptoms or any of the following common symptoms of Covid-19 on the day of the meeting; a high temperature, a new and continuous cough or a loss of smell and / or taste.

#### **Notes:**

**Although this is a public meeting, there are circumstances when Council might have to move into closed session to consider exempt or confidential information. For agenda items that are exempt, the public are excluded and for any such items the live stream will be suspended and that part of the meeting will not be recorded.**



## **INFORMATION FOR THE PUBLIC**

### **Access to Information**

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

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

You can access the following documents:

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

at [www.bromsgrove.gov.uk](http://www.bromsgrove.gov.uk)

This page is intentionally left blank

## **Heatwaves**

### **Updates at the Local Resilience Forum Level**

West Mercia Local Resilience Forum have now formed the Extreme Weather Planning Group. There is engagement across the board and Applied Resilience are involved.

The Extreme Weather Planning Group have been taken to produce the West Mercia Local Resilience Forum Adverse Weather Plan.

The Meteorological Office has now been categorised as a category 2 responder under the Civil Contingencies Act Of 2004.

The Met Office have improved as to giving all partners more advanced notification, this will provide us with more time to allow for planning in relation to weather events.

## **Cool Hubs**

Currently, (available for 2025), the Church of England venues and Worcestershire County Council Libraries will be open to the public and can be used as cool hubs during routine opening times.

The booking of a room in at a Worcestershire County Council Library can be considered to act specifically as a cool hub.

All library staff are DBS checked.

Work is ongoing to see if Redditch and Bromsgrove Day centres can be used. Where venues are open ordinarily to the public the public can attend.

## **Plans**

Redditch and Bromsgrove have a draft adverse weather plan that links in with the plan Worcestershire County Council have produced to ensure coordination.

This plan will be presented for sign off shortly.

## **Warning and Informing**

Redditch and Bromsgrove have a duty to warn and inform for any incident.

Within the adverse weather plan there are links to longstanding summer campaigns shown below. Communications teams will be encouraged to promote these during periods of adverse heat.

UK Gov - [Beat the heat](#). General advice as to how to keep safe during hot weather.

NHS - [Heat exhaustion and heatstroke](#). Signs and symptoms, what to do if you or someone has these conditions and treatment.

NHS - [Sunscreen and sun safety](#). Advice specifically for the benefits of using sunscreen and general safety in sunny conditions.

NHS - [Keeping your baby safe in the sun](#). Specific advice for keeping babies in sunny / hot conditions.

Royal Life Saving Society - [Cold water shock](#)

[Safe Summer Swimming from RLSS](#). Advice regarding swimming and the potential for cold water shock.

At some of the highest levels of escalation (amber and red), there will need to be considerations to undertake welfare calls to residents considered vulnerable.

## **Priority Services Register**

Utility companies have a Priority Service Register for customers considered vulnerable.

For more information please see this link: <https://www.thepsr.co.uk>

This can be publicised at any time to residents. During a utility outage the various companies will prioritise those known to them, for example during a water outage, deliveries can be made to customers directly.



## **Business Continuity Plans**

Work is ongoing to update business continuity across all Redditch and Bromsgrove services. This is aimed to be completed by April 2025.

## **Training**

Redditch and Bromsgrove staff are appropriately trained to respond to any emergency including adverse heat.

This page is intentionally left blank

## Local Heritage List for Bromsgrove District – Overview and Scrutiny Board March 2025 update.

1. The first tranche of the Local Heritage list, lists for the parishes of Alvechurch, Beoley, Belbroughton and Fairfield and Dodford with Grafton were formally adopted by full Council at the end of January 2025.
2. The Principal Conservation Officer gave a talk to the Lickey Local History Group in January on the subject of the Barnt Green houses, the large late 19<sup>th</sup> /early 20<sup>th</sup> century houses associated with the Birmingham industrialists who moved to the area at this time. The talk was based on research to date on buildings in the area for the Local Heritage List. As part of the talk she outlined the work on preparing the List and invited nominations not just for Lickey and Blackwell, but Barnt Green which will form a natural continuation to the work in Lickey and Blackwell, but also for any other areas. The talk was well attended with an audience of over 40 people. It was an excellent opportunity for outreach, and most of the questions at the end were regarding the Local Heritage List. Nomination forms were made available, and a number of people highlighted buildings of interest.
3. Work on drafting the lists for Lickey and Blackwell, Bromsgrove, Wythall and Bournheath continues, but has slowed due to a member of staff being off sick and a rise in development management work in January and February. It is hoped that the delay will allow the Bromsgrove Society to make a contribution to the Bromsgrove List. Although if their resources do not permit this there will be full engagement with them when the consultation process takes place.

This page is intentionally left blank

## Health Overview and Scrutiny Committee

8<sup>th</sup> January 2025

### 1.Update on Dental Services

- NHS England (NHSE) delegated responsibility for the commissioning of dental services to Integrated Care Board in April 2023. Access to the dental services has been in decline in the last ten years, and the position has deteriorated further following the COVID 19 pandemic when dentistry was completely suspended.
- The challenges associated with access to NHS dentistry are driven by:
  - **National Dental Contract** – the contract has remained unchanged since 2006 and it is deemed not value for money.
  - 44,000 of dental activity with an average value of £1.5 million has been voluntarily handed back to the ICB by Dental practices in Worcestershire since 2023, because of practices choosing to either reduce their NHS commitment or completely ceasing to provide NHS services.
  - Contractual obligations were not delivered by the practices hence legislative changes were implemented in 2023/24, allowing contracted activity to be reduced by unilateral decision from April 2025 in circumstances where the contract has not achieved 96% for 3 consecutive years.
  - **Workforce** – Once a dentist graduates, they need to be trained for 1to2 years to gain an understanding of how NHS dentistry operates. Once dentists have completed their training, many of them opt for private practice over NHS.
  - Practices need to train these graduates (Foundation Training Practices~), and they have reduced over the last 5 years in Worcestershire and there are only eight practices who train in the region!
  - Because of pay rates practices are not being able to retain dentists within the NHS.
  - **Access** – Access to NHS dentistry for the whole of Herefordshire and Worcestershire is the lowest across the West Midlands.

### • **Public Perception of NHS Dental Services**

Responses for the most recent 2024 dental element of the General Practice Patient survey include:

- Tried to get the NHS dental appointment in the last 6 months 34% (35% nationally).
  - Was successful in getting an NHS dental appointment 73% (76% Nationally)
  - Experience of NHS dental services – good 68% (69% Nationally).
- **Workforce**
    - Shortage of NHS dentists and dental nurses within the region is undermining the ability of high street practices and community providers to fulfil their contracts.

- Worcestershire is viewed as a lifestyle choice by both the medical and dental professions, however, due to limited training opportunities, the younger generation often tends to favour larger cities.
- Region has become financially unviable to the dentists due to the large increase in running costs with no proportionate increase in contract value.

## **National Dental Recovery Plan**

On 7<sup>th</sup> February 2024, the NHS dental recovery plan was published and since then:

- All practices are benefiting from the New Patient Premium, which means that they receive enhanced units of dental activity for each new patient that they treat between March 2024 and March 2025.
- 1 practice has received a Golden Hello funding to help them to recruit a new dentist.
- The ICB has its own Local Dental Recovery plan comprising of:
  - Improving equitable access to dental services
  - Increasing focus on prevention and reducing oral health inequalities
  - Developing the dentist workforce and support retention
  - Strengthening relationships with local providers and communities.

## **2.Update On Care Quality Commission Inspection Of Herefordshire And Worcestershire Health And Care Nhs Trust (Well Led Inspection)**

- There were 35 “Must Do” actions within the report as well as a range of identified themes including evidence of a closed culture and racism in some areas, risk management process in need of review, wider governance / systems and process concerns, variable compliance with mandatory training as well as service specific requirements.
- In September 2024, the Trust Board undertook a deep dive into the progress made and to agree the next phase of the improvement journey. From January 2025 there will be a new Improvement Board overseeing the work, comprising of Executive Leads and chaired by the CEO. This will report directly to the Trust Board and provide updates to the range of partners and regulators as required.

**Health Overview and Scrutiny Report**  
**Thursday 20<sup>th</sup> February 2025.**  
Cllr Bakul Kumar

Two items on the agenda:

- 1. Mitigating Winter Pressures and Urgent and Emergency Care**
- 2. Overview from West Midlands Ambulance Service**

**Mitigating Winter Pressures and Urgent and Emergency Care**

- Health and Care Partners across Worcestershire had agreed a detailed Winter Plan in October 2024.
- The key points of this plan were:
  - Reduction in ambulance handover delays
  - Improvement to Emergency Department (ED) waiting times and improvements to the Emergency Access Standard (EAS) Performance
  - Reduction in the number of patients receiving care in the corridor.
- Like any other year the acute hospital had an extremely challenging operational period since the previous HOSC discussion around urgent and emergency care and patient flow.
- Waiting times in the ED and the time it has taken to transfer patients from ambulances to the care of the ED have been below the high standards the hospital seeks to deliver.
- *When challenged by me “whether they had a model to combat this problem, they answered that the winter pressure came a month earlier than expected (December than January). No satisfactory answer was given when asked couldn’t the existing model be tweaked to the needs in December!”*
- **Emergency Department**
  - During late November through to December the system experienced periods of sustained levels of ‘seasonal flu’ which put extra demand on the services and during the last week of December peaked to 150 patients occupying the beds due to this illness.
- The hospital and its partners have a commitment to improve the performance of Emergency Access Service (EAS) and achieve 78% by March 2025 but the January figures show they have attained 57.2% (admitted to the hospital, transferred to another provider or discharged within four hours).
- **Ambulance handover delays**

- Worcestershire's **Single Point Access (SPA)** provides a 'Call before Convey' service which encourages referrals from ambulance services to be treated in more appropriate settings to help reduce levels of ambulances attending ED.
- The hospital has commenced a pilot of 'Ambulance Pit Stop' which provides an in-person clinical review of patients reaching hospital in ambulance with the aim of directing to a more appropriate setting and avoiding ED.
- There was no data available on:
  - Improving level of Same Day Emergency Care
    - The total number of hospital handover delays and paramedic lost hours continues to be a cause of concern.
    - *I asked them to look at Frailty Index for residents who are admitted to the hospital.*
    - **Hospital Flow** Improving discharge planning, Community General Hospital Beds for patients aged 75 and above who stay five or more days in the General medicine specialty and post operative fractured neck of femur patients in the hospital are being organised.
    - *No data on how many community hospital beds exist in the county.*
    - Improve discharge planning and reduce length of stay in hospitals.
    - **Quality and Safety** Rise in formal complaints as patients and their families are concerned that they are being cared for in the corridors.
    - **Urgent Care Transformation** There has been an increase in the number of GP appointments in December with ten urgent access hubs have been temporarily commissioned to provide additional 1,100 weekly appointments.
    - *It has not been widely publicised, and we don't know if things became available in Bromsgrove.*

## **West Midlands Ambulance Service**

- Substantial improvement in response time across Herefordshire and Worcestershire delivering close to 18-minute category 2 response time.
- Improvement has been done to reducing hospital handover delays and rising 999 resources across the region.
- Despite additional resources, the increase in hospital handover delay has resulted in deteriorating response times.
- Following a Care Quality Commission inspection in 2023, the West Midlands Ambulance Service developed an action plan for regulation 12 notice for response time.
- **Patient safety** Identified deaths of patients whilst waiting for ambulance along with documentation of cases of avoidable significant deterioration.





This page is intentionally left blank

# CABINET LEADER'S WORK PROGRAMME

**1 APRIL 2025 TO 31 JULY 2025**  
**(published as at 3<sup>rd</sup> March 2025)**

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 £200,000 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, Democratic and Property Services, Parkside, Market Street, B61 8DA or e-mail: [democratic@bromsgroveandredditch.gov.uk](mailto: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 64252 ext 3031) 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 Cabinet Member for Strategic Partnerships and Enabling
Councillor S. Baxter	Deputy Leader and Cabinet Member for Economic Development and Regeneration
Councillor S. Colella	Cabinet Member for Finance
Councillor B. McEldowney	Cabinet Member for Leisure and Climate Change
Councillor K. Taylor	Cabinet Member for Planning, Licensing and Worcestershire Regulatory Services
Councillor S. Webb	Cabinet Member for Health and Well Being and Strategic Housing
Councillor P. Whittaker	Cabinet Member for Environmental Services and Community Safety

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
Audit, Standards and Governance Committee Annual Report 2024/25 <b>Key:</b> No	Council Not before 2nd Jun 2025		Report of the Audit, Standards and Governance Committee	Sarah Woodfield, Democratic Services Officer  Councillor H. D. N. Rone-Clarke
Overview and Scrutiny Annual Report 2024/25 <b>Key:</b> No	Council Not before 2nd Jun 2025		Report of the Overview and Scrutiny Board	Sarah Woodfield, Democratic Services Officer  Councillor P. M. McDonald
Bromsgrove District Plan Consultation <b>Key:</b> No (New! Date now set for Cabinet)	Cabinet 18 Jun 2025  Council Not before 19th Jun 2025		Report of the Assistant Director of Planning, Regeneration and Leisure Services	Mike Dunphy, Strategic Planning and Conservation Manager Tel: 01527 881325  Councillor K. Taylor

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Contaminated Land Strategy <b>Key:</b> No	Cabinet 18 Jun 2025 Council 16 Jul 2025		Report of the Director of Worcestershire Regulatory Services	Mark Cox, Technical Services Manager Tel: 01562 738023  Councillor K. Taylor
Financial Outturn Report and Q4 Performance Monitoring Report 2024/2025 <b>Key:</b> No	Cabinet 23 Jul 2025 Council 8 Oct 2025		Report of the Section 151 Officer and Deputy Chief Executive	Peter Carpenter, Section 151 Officer and Deputy Chief Executive Tel: 01527 64252  Councillor S. R. Colella

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 Outturn Report 2024/2025 <b>Key: No</b>	Cabinet 23 Jul 2025  Council 8 Oct 2025		Report of the Section 151 Officer and Deputy Chief Executive	Peter Carpenter, Section 151 Officer and Deputy Chief Executive Tel: 01527 64252  Councillor S. R. Colella
Medium Term Financial Plan Scene Setting Report 2026/2027 <b>Key: No</b>	Cabinet 10 Sep 2025  Council 8 Oct 2025		Report of the Section 151 Officer and Deputy Chief Executive	Peter Carpenter, Section 151 Officer and Deputy Chief Executive Tel: 01527 64252  Councillor S. R. Colella

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
Quarter 1 2025/26 Finance and Performance Monitoring Report <b>Key: No</b>	Cabinet 10 Sep 2025  Council 8 Oct 2025		Report of the Section 151 Officer and Deputy Chief Executive	Peter Carpenter, Section 151 Officer and Deputy Chief Executive Tel: 01527 64252  Councillor S. R. Colella
Medium Term Financial Plan Tranche 1 Budget Report 2026/2027 <b>Key: Yes</b>	Cabinet 19 Nov 2025		Report of the Section 151 Officer and Deputy Chief Executive	Peter Carpenter, Section 151 Officer and Deputy Chief Executive Tel: 01527 64252  Councillor S. R. Colella
Quarter 2 2025/26 Finance and Performance Monitoring Report <b>Key: No</b>	Cabinet 19 Nov 2025  Council 3 Dec 2025		Report of the Section 151 Officer and Deputy Chief Executive	Peter Carpenter, Section 151 Officer and Deputy Chief Executive Tel: 01527 64252  Councillor S. R. Colella

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 half Yearly Report 2024/2025 <b>Key:</b> No	Cabinet 19 Nov 2025  Council 3 Dec 2025		Report of the Section 151 Officer and Deputy Chief Executive	Peter Carpenter, Section 151 Officer and Deputy Chief Executive Tel: 01527 64252  Councillor S. R. Colella
Council Tax Base Report 2026/27 <b>Key:</b> No	Cabinet 7 Jan 2026  Council 26 Jan 2026		Report of the Section 151 Officer and Deputy Chief Executive	Peter Carpenter, Section 151 Officer and Deputy Chief Executive Tel: 01527 64252  Councillor S. R. Colella



Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Council Tax - Empty Homes Discounts and Premiums 2026/27 <b>Key:</b> No	Cabinet 7 Jan 2026 Council 21 Jan 2026		Report of the Section 151 Officer and Deputy Chief Executive	Peter Carpenter, Section 151 Officer and Deputy Chief Executive Tel: 01527 64252  Councillor S. R. Colella
Council Tax Support Scheme 2026/27 <b>Key:</b> No	Cabinet 7 Jan 2026 Council 26 Jan 2026		Report of the Section 151 Officer and Deputy Chief Executive	Peter Carpenter, Section 151 Officer and Deputy Chief Executive Tel: 01527 64252  Councillor S. R. Colella

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
Discretionary Council Tax Reduction Policy 2026/27 <b>Key:</b> No	Cabinet 7 Jan 2026 Council 21 Jan 2026		Report of the Section 151 Officer and Deputy Chief Executive	Peter Carpenter, Section 151 Officer and Deputy Chief Executive Tel: 01527 64252  Councillor S. R. Colella
Medium Term Financial Plan Tranche 1 Budget Report 2026/2027 <b>Key:</b> No	Cabinet 7 Jan 2026 Council 21 Jan 2026		Report of the Section 151 Officer and Deputy Chief Executive	Peter Carpenter, Section 151 Officer and Deputy Chief Executive Tel: 01527 64252  Councillor S. R. Colella

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
Non Domestic Rates - Discretionary Rates Relief Policy 2026/27 <b>Key:</b> No	Cabinet 7 Jan 2026 Council 21 Jan 2026		Report of the Section 151 Officer and Deputy Chief Executive	Cabinet Member for Environmental Services and Community Safety  Councillor S. R. Colella
Medium Term Financial Plan Tranche 2 Budget Report 2026/2027 <b>Key:</b> No	Cabinet 11 Feb 2026 Council 18 Feb 2026		Report of the Section 151 Officer and Deputy Chief Executive	Peter Carpenter, Section 151 Officer and Deputy Chief Executive Tel: 01527 64252  Councillor S. R. Colella

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Council Tax Resolution 2026/27 <b>Key:</b> No	Cabinet 18 Feb 2026  Council 18 Feb 2026		Report of the Section 151 Officer and Deputy Chief Executive	Peter Carpenter, Section 151 Officer and Deputy Chief Executive Tel: 01527 64252  Councillor S. R. Colella
Quarter 3 2025/26 Finance and Performance Monitoring Report <b>Key:</b> No	Cabinet 25 Mar 2026  Council May 2026		Report of the Section 151 Officer and Deputy Chief Executive	Peter Carpenter, Section 151 Officer and Deputy Chief Executive Tel: 01527 64252  Councillor S. R. Colella

# Agenda Item 9

## OVERVIEW AND SCRUTINY BOARD

### WORK PROGRAMME 2024-2025

#### ITEMS FOR FUTURE MEETINGS

<b>Date of Meeting</b>	<b>Subject</b>	<b>Lead Officer / Member</b>
25 <sup>th</sup> March 2025	<u>Substantive Items</u> Update on Heatwaves Preparedness (Impact of Heatwaves Task Group Recommendation)	Guy Revans, Executive Director
	<u>Information Items</u> Local Heritage Action List (Quarterly Update)	Mike Dunphy, Strategic Planning and Conservation Manager
15 <sup>th</sup> April 2025 (meeting reserved for consideration of O&S Annual Report and Review of 2024-25)	<u>Substantive Items</u> Overview and Scrutiny Annual Report 2024-25	Chairman of the Board

This page is intentionally left blank

# Agenda Item 9

## OVERVIEW AND SCRUTINY BOARD

2025-2026

### ITEMS FOR FUTURE MEETINGS

<b>Date of Meeting</b>	<b>Subject</b>	<b>Lead Officer / Member</b>
17 <sup>th</sup> June 2025	<u>Substantive Items</u>	
	Council Tax Debt Recovery (Raised at O & S 11/2/25 Cllr Gray)	Dave Riley, Revenue Services Manager
	Installation of EV Chargers	Simon Parry, Assistant Director of Environmental and Housing Property Services
	Bromsgrove District Plan Consultation (Pre-Scrutiny)	Mike Dunphy, Strategic Planning and Conservation Manager
	<u>Information Items</u>	
	Local Heritage Action List (Quarterly Update)	Mike Dunphy, Strategic Planning and Conservation Manager
	Levelling Up Fund Programme (Quarterly Update)	Rachel Egan, Assistant Director Regeneration and Property Services
22 <sup>nd</sup> July 2025	<u>Administrative Items</u>	
	WCC Health Overview & Scrutiny Committee – Election of Representative	
22 <sup>nd</sup> July 2025	<u>Substantive Items</u>	
	Recycling Bins (Bromsgrove High Street) (Raised at O & S 11/2/25 Cllr J. Robinson)	Doug Henderson, Environmental Services Manager
9 <sup>th</sup> September 2025	<u>Information Items</u>	
	Local Heritage Action List (Quarterly Update)	Mike Dunphy, Strategic Planning and Conservation Manager

# Agenda Item 9

Date of Meeting	Subject	Lead Officer / Member
	Levelling Up Fund Programme (Quarterly Update)	Rachel Egan, Assistant Director Regeneration and Property Services
18 <sup>th</sup> November 2025	<u>Substantive Items</u> 6-Month Review of Working Arrangements - Hybrid Leader and Cabinet Governance Model	Claire Felton, Head of Legal, Democratic & Property Services (Monitoring Officer)
	<u>Information Items</u>	
6 <sup>th</sup> January 2026	<u>Substantive Items</u>	
	<u>Information items</u> Local Heritage Action List (Quarterly Update)	Mike Dunphy, Strategic Planning and Conservation Manager
	Levelling Up Fund Programme (Quarterly Update)	Rachel Egan, Assistant Director Regeneration and Property Services
10 <sup>th</sup> February 2026	<u>Substantive Items</u>	
	<u>Information Items</u>	
24 <sup>th</sup> March 2026	<u>Substantive Items</u> Update on Heatwaves Preparedness (Yearly Update) (Impact of Heatwaves Task Group Recommendation).	Guy Revans, Executive Director
	<u>Information Items</u> Levelling Up Fund Programme (Quarterly Update)	Rachel Egan, Assistant Director Regeneration and Property Services
	Local Heritage Action List (Quarterly Update)	Mike Dunphy, Strategic Planning and Conservation Manager



# Agenda Item 9

<b>Date of Meeting</b>	<b>Subject</b>	<b>Lead Officer / Member</b>
14 <sup>th</sup> April 2026 (meeting reserved for consideration of O&S Annual Report and Review of 2025-26)	<u>Substantive Items</u>  Overview and Scrutiny Annual Report 2025-26	Chairman of the Board

## **ALL MEMBER BRIEFINGS**

<b>Date of Meeting</b>	<b>Subject</b>	<b>Lead Officer / Member</b>
24 <sup>th</sup> July 2025	Anti-Social Behaviour (Tools and Powers)	Bev Houghton, Community Safety Manager

This page is intentionally left blank

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

**6<sup>th</sup> January 2025 Meeting**

Subject	Action Required	Action Taken	Officer(s) Responsible	Other Comments	Status
<b>Introduction of Food Waste Collection</b>	Confirmation of decisions the Authority will make regarding space being procured at anaerobic digester site.	Emailed relevant Officers on 8/1/25  Chase up email on 22/1/25	Guy Revans, Executive Director		<b>Completed:</b> Email sent to Members on 24/2/25
<b>North Worcestershire Community Safety Partnership</b>	1. Re-deployable Camera Implementation requests from Members. To provide contact details for the Safe and Neighbourhood Team.	Emailed relevant Officers on 8/1/25  Chase up email on 20/2/25	Bev Houghton, Community Safety Manager		<b>Completed:</b> Email from Community Safety Manger sent to All BDC Members explaining the process was sent on 28/2/25
	2. To review SNT's response "wasn't safe" regarding the joy riding issues within Councillor Hunter's ward.	Emailed relevant Officers on 8/1/25  Chase up email on 20/2/25	Bev Houghton, Community Safety Manager		<b>Completed:</b> Email from Community Safety Manager to Councillor Hunter with police action log was sent on 28/2/25
	3. To communicate with the SNT to review graffiti issues within the District.	Emailed relevant Officers on 8/1/25  Chase up email on 20/2/25	Bev Houghton, Community Safety Manager		<b>Completed:</b> Email from Community Safety Manager to Councillors McDonald and Gray with details of police action log was sent on 28/2/25

Subject	Action Required	Action Taken	Officer(s) Responsible	Other Comments	Status
<b>Play Audit</b>	1. Provide timescales for the meeting with Ruth Bamford and the PfH re audit for parish council play area provision.	Emailed relevant Officers 7/1/25  Chased an update 20/2/25	Ishrat Karimi Fini, Parks & Events Service Manager	Response received 21/1/25 - Ruth Bamford and Ishrat Karimi Fini will be meeting portfolio holder to discuss next steps and approach with Parish Councils.  Response received 31/1/25 – Ishrat has been off sick so the meeting rescheduled.	<b>Completed:</b> Email received 4/3/25 to advise PfH, Assistant Director of Planning, Leisure & Culture Services and Parks and Events Service Manager agreed an approach to procure an understanding of costs to commission a Play Audit and Investment Plan for Parish Councils.

**11<sup>th</sup> February 2025**

Subject	Action Required	Action Taken	Officer(s) Responsible	Other Comments	Status
<b>Strategic Parking Review</b> P 30 36	1. To provide further information on the security issues for Cash Machines.	12/2/25 Emailed relevant officer	Simon Parry, Assistant Director of Environmental and Housing Property Services		<b>Completed:</b> Response received 17/2/25 - There have been no thefts or vandalism recorded from the parking machines, this may be due to good lighting and CCTV being present.
	2. To inform Members if the consultant has engaged with WCC.	12/2/25 Emailed relevant officer	Simon Parry, Assistant Director of Environmental and Housing Property Services		<b>Completed:</b> Response received 17/2/25 – Watermans did engage with WCC on two separate occasions through the development of the Strategic Parking Review reports on 13th June and 10th July 2024.
<b>Levelling-Up Fund Update</b>	Officers to provide further clarity and assurances re the GBSLEP Funding from Birmingham City	12/2/25 Emailed	Rachel Egan, Assistant Director of		<b>Completed:</b>

Subject	Action Required	Action Taken	Officer(s) Responsible	Other Comments	Status
	Council being unable to provide BDC funding until 2026/27 financial year - BDC possibly utilising short-term borrowing to complete the FMH shortfall.	relevant officer	Regeneration and Property Services		An update is due to be emailed to Members prior to the O & S Board meeting for 25 <sup>th</sup> March 2025.
<b>Work Programme</b>	1. To add: Council Tax Debt Recovery to the Work Programme		Sarah Woodfield, Democratic Services Officer		<b>Completed:</b> Added to the Work Programme for the forthcoming municipal year (June 2025).
	2. To add: Recycling Bins (Bromsgrove High Street)		Sarah Woodfield, Democratic Services Officer		<b>Completed:</b> Added to the Work Programme for the forthcoming municipal year (July 2025).

**17<sup>th</sup> February 2025**

Subject	Action Required	Action Taken	Officer(s) Responsible	Other Comments	Status
<b>Local Development Scheme</b>	Any updates to the LDS be reported to O & S (in addition to the Assistant Director for Planning and Leisure Services).	Emailed relevant officer 20/2/25	Mike Dunphy, Strategic Planning and Conservation Manager		<b>Completed:</b> Noted

This page is intentionally left blank

## **BROMSGROVE DISTRICT COUNCIL**

### **MEETING OF THE OVERVIEW AND SCRUTINY BOARD**

**11TH FEBRUARY 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 (Substitute), J. D. Stanley and S. J. Baxter

Observers: Councillor S.J. Baxter – Cabinet Member for Economic Development and Regeneration

Officers: Mr. G. Revans, Mr S. Parry, R Egan, McElliott, Ms J. Willis and Mrs S. Woodfield

86/24

#### **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.

87/24

#### **DECLARATIONS OF INTEREST AND WHIPPING ARRANGEMENTS**

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

88/24

#### **TO CONFIRM THE ACCURACY OF THE MINUTES OF THE MEETING OF THE OVERVIEW AND SCRUTINY BOARD HELD ON 6TH JANUARY 2025**

The minutes of the Overview and Scrutiny Board meeting held on 6<sup>th</sup> January 2025 were considered.

**RESOLVED** that the minutes of the Overview and Scrutiny Board meeting held on 6<sup>th</sup> January 2025 be agreed as a true and correct record.

89/24

#### **STRATEGIC PARKING REVIEW - PRE-SCRUTINY**

The Assistant Director of Environmental and Housing Property Services presented the Strategic Parking Review and firstly apologised for the delay in the report for Member's consideration.

Waterman Infrastructure and Environment were commissioned by Bromsgrove District Council to undertake the Strategic Review. The proposal was based on a brief that was discussed in consultation with the Cabinet Advisory Group (CAG) on 8th May 2024 and included three key deliverables:

- A review of existing and future parking requirements, including supply and demand carried out on a site-by-site basis with options to address existing parking issues. The review was also required to be linked to the wider Worcestershire Transport Strategy due to regeneration objectives to increase town centre living and footfall to support retention of the existing traders. The review was also to include Leisure Centre users and the Shopmobility service.
- A review of car park management arrangements with solutions identified to reduce the need for off-street parking enforcement including an outline of costs, together with operational and enforcement issues. Also to be included were recommendations for time and day of restrictions to address existing parking issues and assess enforcement requirements for identified parking management design options.
- Review of on-street enforcement to be carried out to address member and resident concerns around coverage of activities. A review to concentrate on enforcement and hotspots for law breaking and nuisance was to be undertaken, focusing on repeat offences.

As part of the strategic parking review, car parks were assessed across several factors including capacity, condition, usage, proportions of blue badge parking and Electric Vehicle (EV) charging bays, safety and security, accessibility, convenience and usability.

As part of the discussions through CAG on 8th May 2024 and at the Overview and Scrutiny Board meeting held on 12th February 2024, there was a clear desire expressed by Members to ensure a more equitable balance in patrols across the whole District. The Service Level Agreement (SLA) with Wychavon District Council (WDC) included a 10% provision for out-of-town centre patrol time. To assist with on-street enforcement, the review of off-street enforcement was included.

On-street parking enforcement, together with off-street enforcement was contracted to WDC to administer the service with 5.5 Civil Enforcement Officers (CEOs) spread across the mainly rural District, which in turn, lead to coverage issues based on the geographical nature of the District. Through the course of the review, Bromsgrove District Council (BDC) Officers had been working closely with WDC Officers to review patrols based on the feedback given by Members, regarding the volume of time spent within the parishes versus the town centre. In the initial version of the SLA, there was an indication that 10% of patrol time should be spent outside of the town centre. As a consequence of the reviews of patrols, the proportion of time spent outside Bromsgrove town centre had increased.

Across most of the ward-based engagement with Members, issues around parking outside schools at peak times was frequently raised. There was no uniform approach to addressing these concerns based on the different stakeholders that had a role to play in achieving more considerate and compliant parking.

Examples of both 'softer' and 'harder' measures were highlighted in the report such as a social media and community engagement campaign targeted at drivers to encourage considerate parking outside of shops and schools, as a "softer measure" behavioural change campaign. Further investigation and action were required to review and amend "harder measure" parking



restrictions and increase coverage of signing and lining options (i.e. double yellow lines and designated parking areas). A key element of delivery was to ensure a clear partnership working amongst the various stakeholders. It was therefore recommended that a Parking Task Group be established including representatives from BDC, WDC and Warwickshire County Council (WCC) to work through the various options pertinent to each organisation.

To assess how car parking enforcement may be delivered in the medium and long term, an options appraisal identifying the positives and negatives of the three key options had been undertaken which included maintaining the SLA with WDC, tender out to external contractors and delivery with internal resources.

The publication of the English Devolution White Paper on 16th December 2024 had provided uncertainty on the impact that this would have on BDC over the forthcoming two to four years. As such, continuity of service for parking enforcement was recommended by an extension to the period of the services delivered by WDC. This continuity would ensure compliance of service delivery during the period of the extended SLA and would also allow officers the time and capacity to deliver the Automatic Number Plate Recognition (ANPR) solutions for the three car parks identified.

Whilst the review of patrols was ongoing, as part of the review and working with the Parish Councils, an investigation into whether it would be viable to purchase additional time for patrols within their locations could be undertaken.

The Shopmobility Service had five customers with one customer being a regular user (once a week). The other customers used the service on an ad-hoc basis, typically once every few months and others who may have considered using the service a few times per year. Pre COVID, there were more customers using the service; approximately 12-15 customers per week, however, since COVID the demand had been low, which was possibly due to several factors, including the closure of the multi-storey car park and more people owning their own mobility equipment.

During consideration of the item, Members raised the following discussions:

- Enforcement Officers should be more prevalent in the outer areas of the District.
- Why the Council were suggesting an extension to the Service Level Agreement (SLA) when considering the English Devolution White Paper. In-house would be a preferred option for the Council to gain better control and to leave a legacy.
- The proposal to amend the SLA for parking enforcement to include a minimum of 25% of patrol time to be undertaken outside the town centre was discussed by Members as follows:
  - The proposal was not considered to be adequate. Members requested an explanation of how the calculations had been measured and what the evidence had been based on. Members also expressed the view that the review had been more of a broader consideration and not an in-depth evaluation. – In response it was explained that the proposal was to ensure further coverage of the District, including the recommendation that ANPR could free up time for additional CEOs. Analysis was required to understand where and how the Council could redesign the patrols in ward areas where there were major

concerns. Members were also advised to note that the minimum of 25% was based on the 5.5 post efficiency rating in relation to the introduction of ANPR. It was also explained that if the Board's proposed recommendation was to increase the number of CEOs as opposed to the introduction of ANPR, there would be risk that additional funding would be required due to the loss of revenue from the PCNs to fund the posts required. Members also noted that WCC had advised that with the recommended introduction of ANPR, income was considered adequate and therefore WCC would not be contributing further funds.

- Parking around school areas was also discussed and Members requested an explanation regarding the lack of coverage of Traffic Regulation Orders (TROs) outside some schools should be addressed.
  - In response it was explained that TROs around certain problem hotspot areas was a considered approach as BDC did not receive the revenue for carrying out enforcement (which was carried out on behalf of WCC). It was also explained that areas around schools were difficult to enforce due to waiting times which required observation, prior to issuing tickets.
- Members raised a concern regarding BDC social media and community engagement campaign, targeted at drivers, to encourage considerate parking outside of shops and schools, as a “softer measure” behavioural change campaign. It was considered that this approach was inadequate, and a harder approach was required as some areas within the District was becoming an increasing concern.
- Clarification was requested regarding the full administration service including general enquiries, challenges, appeals and adjudication for 2.5 posts. – Members were advised that this was in relation to back-office administration duties carried out on behalf of the Council.
- Members suggested that the Council should retain cash payment options for car parks within the District, which was only considered as a general recommendation within the report. Members also queried if there were any specific security issues regarding the cash machines within the District. – In response it was agreed that this would be carried out as an action and would be reported back accordingly.
- Members suggested the need to expand the provision of CEOs should be funded to operate in the District as opposed to introducing an Automatic Number Plate Recognition (ANPR) service. – In response the Board were advised to consider that the introduction of ANPR was a significant income stream, along with the added value of ensuring legal parking requirements across the District.
- Due consideration was requested for the provision of the Shopmobility Service to ensure individuals could live independently, specifically for those who relied regularly on the service.
- The Business Case and Service Review for the strategic parking review be deferred for 6 months until the issues had been addressed by Members as it was not fit for purpose and did not cover bringing the service in house.
- Discussions regarding the implementation of ANPR were discussed by Members as follows:
  - Clarification of what was defined as the Town Centre for the introduction of ANPR. – In response Members were informed that ANPR was a more up to date solution, with a point of entry. There was also a traffic management system included when a

- vehicle enters the car park which would assist with long queues, avoiding less accidents. Town Centre car parks were where the implementation of ANPR was most concentrated.
- Discussions continued and Members expressed concerns that the introduction of ANPR implemented within other areas had caused frustration for some residents, in particular, when receiving Parking Charge Notices (PCN). Members also felt that complaints were not always being actioned which caused further frustration for residents.
  - Members felt that the use of ANPR outside school areas was not a viable option.
  - Some Members did view the option that ANPR could be considered a solution to free up CEO resources, but that further information would need to be provided before this would be a consideration.
  - If ANPR could be considered to pay on exist to encourage residents to stay in local areas for a longer period as opposed to the inconvenience of paying on entry. -In response the Executive Director advised Members that enforcement of ANPR would be carried out by the Council and not by a private company. The Council were unable to issue PCNs via the post and would be issued on a car which is why barriers were required on Council car parks rather than just cameras on the way out.
  - Members expressed their gratitude that the technical and legal issues had been reported well within the report, however, were disappointed that it had taken so long for fruition, with only five working days available to scrutinise and evaluate such a complex report.
  - Alvechurch parking requirements within the report were considered in detail as follows:
    - That after providing parking strategy proposals in December 2023 to address the issues faced in the Village, Members were advised that Alvechurch would form part of the review and would not be considered separately, however not all the issues reported had been considered within the report.
    - The Average Length of Stay per Car Park detailed within the report was incorrect and misleading as the village car park was considered to be free for up to 30 minutes.
    - Alvechurch Car Park, which scored poorly, was discussed with Members, expressing the view that “Bicycle Parking” was already available within the village and “General Maintenance” was not a requirement as car parks within the village had been resurfaced.
    - The report suggesting Alvechurch and Catshill being worded as towns was incorrect.
    - In conclusion, it was felt that the parking issues within Alvechurch had not been addressed within the report and that urgent action was required with concerns of the decreased vitality and economic viability for the village.
  - The upcoming changes to the Local Plan should be considered, with the inclusion of extra houses being built, requiring further car parking requirements.
  - The Market Hall, which was due to open in 2026, would have a considerable impact on parking requirements and should be considered.

- Car parking usage was discussed by Members who were of the view that using ticket machine data was not the most reliable method to be used as these findings were based on fixed times. Members suggested that to establish demand the most efficient method was to use beat surveys which studied the duration and occupancy every half an hour. A visitor survey was also a suggested option which would reveal parking stay preferences.
- The use of the TEMPRO tool was considered an inappropriate method to depict parking demand. Population and Gross Domestic Product (GDP) growth was a more effective solution.
- Conclusion and Recommendations within the report was discussed by Members as follows:
  - Improve car park directional signage to town centre car parks and associated wayfinding signage to direct visitors to nearby facilities in the town centre would need to be considered as an additional cost to the Council.
  - Investigate a nighttime car parking tariff that can be used as a basis to advertise the nighttime offer in Bromsgrove and encourage the evening economy required further evidence.
  - A business case would be required when considering improvements to town centre car parks, generated by increasing parking tariffs.
  - Investment in redeveloping the School Drive Car Park to make it more attractive to people wishing to use the car park required further explanation.
  - Costs implications would need to be considered to place yellow lines on the on-street parking outside of the leisure centre to encourage people to use the paid parking instead of parking for free.
  - Additional cost considerations would be required regarding the aim to get more people to pay for parking charges by using card payments or by the app, with the long-term aim to go cashless.
  - The consideration of bringing in a small charging regime for the village car park, due to its respective locations. Members felt this would have the adverse effect and possibly deter people from parking in these areas.
- The Executive Summary was discussed by Members which was included within the report and that BDC involve their legal advisers. Members expressed the view that costs would need to be considered.
- Software and back office for the roll out of ANPR and PCNs needed to be reviewed in more detail.
- A detailed explanation should be included in the report of who would fund and implement the Traffic Regulation Order (TRO),
- If the consultants Waterman had engaged with Warwickshire County Council (WCC), as this was critical? – In response it was agreed that this would be reviewed as an action and would be reported back to Members accordingly.
- The section on Background within the report was discussed regarding the inclusion of on-street parking enforcement in Churchfields Car Parks. However, Members were under the assumption that this car park was closed.
- Members expressed the view that double yellow line considerations in Beoley was not a requirement as these were already present, however, increasing the frequency of CEOs was a necessity.
- Further clarification was required regarding Option Assessments with the preferred Option 2 – SLA Enhancements in that the SLA should be

renegotiated with Wychavon District Council (WDC) to enhance the Service Officer.

- Recommendations and Next Steps covered in the report were considered regarding increasing the number of CEOs to include a variety of places to patrol (including Belbroughton, Clent and Portway). Was this in addition to the 5.5 posts in place?
- Enforcement costs for the Lickey Hills area were considered by Members suggesting that the introduction of Birmingham City Council parking charges could have a considerable impact when considering on-street parking around the area.
- Would extra costs be incurred for Recommendation 2?
- The legal costs of £100k for Recommendation 8 was considered too low, in order to take account of legal and back-office administration costs.
- The revenue budget cost and date suggested in Recommendation 10 required further consideration.
- The following wording included in the report was discussed by the Board, *“It was suggested that Waterman Infrastructure and Environment were commissioned by Bromsgrove District Council to undertake the Strategic Review. This proposal was based on a brief that was discussed and **agreed**, in consultation with, the Cabinet Advisory Group (CAG) on 8th May 2024 and included three key deliverables was discussed”*. Members expressed the view that the wording “agreed” was misleading as CAG was not a decision-making group.
- Members also expressed a view that putting the SLA out to tender to possibly reduce any further costs could be a consideration.
- The report page numbers were not sequential and printing the report in colour when reviewing diagrams would be more useful for Members.
- The proposals from the Board put forward to Cabinet on 14<sup>th</sup> February 2024 had not been addressed within the report.
- Members expressed the view that the consultancy fees should be discussed in more detail. Members expressed the view that the original brief had not been fully considered within the report and that further costs should not be incurred.

After consideration of the points raised by the Board the Portfolio Holder made the following comments as follows:

- If the Council, through Devolution, was a single unitary Council, delivery of the Civil Parking Enforcement Service (CPE) would be in-house, however, continuity should be a consideration in the interim period.
- The Shopmobility service was being reviewed in more detail to accommodate the regular user who required the service once a week.
- Members were asked to consider that inconsistencies of parking charges in the report were correct at the time of writing.
- It was difficult to establish what further studies could be carried out for Alvechurch as the land was outside of the Council’s control.
- It was noted that some proposals put forward to Cabinet had not been addressed and was not an in-depth business case for the back-office administration requirements.
- It was agreed that in-house delivery of the service had not been addressed in detail as requested by the Board.

The following verbatim minutes had been requested by Councillor R. Bailes:

*Thank you for the apology and thank you for the response.*

*I am despondent. Please forgive me for reading from my script – I feel too emotional to say my words from the heart today.*

*The Strategic Parking Review has failed to give any way forward with the complex and real issues in Alvechurch.*

*Please bear with me – I will explain:*

*My first week of becoming a Councillor, my fellow Councillor A. Bailes and I met Kevin Hiron and Lyndsey Berry in Alvechurch - the parking areas are in both our wards, as a result they totally understood the complexities of the situation. Repeatedly Alvechurch parking has been raised or rather attempted to be raised as an urgent issue. No one appeared to really understand our issues. Car parking was also raised in a drop in forum for Regeneration on 25th April 2023.*

*Fast forward to last year at Cabinet Advisory Group (CAG) in May - specifically Car Parking Strategic Review – I attended.*

*All Members present were asked to give an overview of issues in their wards. I attempted to do this – once again explaining the complex situation – however I was stopped in my very first sentence – literally being shouted down saying “It is a study for on road parking only.” I was not allowed to finish.*

*The brief of the Strategic Parking Review was decided – this was not stated. It has delivered what essentially the brief asked for – which is an inventory.*

*At every opportunity Councillor A. Bailes, myself, or sometimes both of us have raised the impending serious situation waiting to happen. The answer has always come back – wait until the study. This was due firstly to be September 2024 – it is now six months later and finally it has arrived.*

*I did meet with the consultant in Alvechurch. He greeted me with – you don't have any car parks that are Bromsgrove District Council (BDC) in Alvechurch. After a good discussion for my ward – I note that the points I explained are in the study – the points are the things I told the consultant*

*So, residents in the village and surrounding areas have been waiting.*

*Businesses in the village have been waiting...*

*Employees in the village have been waiting...*

*I have been waiting...*

*There is nothing in the Strategic Review that resolves the situation within Alvechurch – we are no further forward than when I became a Councillor nearly two years ago.*

*Thank you to Guy Revans and Simon Parry who now totally understand the whole picture – following a visit in October 2024, however there are no amendments, or an additional section included for Alvechurch.*

*To add to my sleepless nights that this has caused, the study suggests that a parking fee could be introduced for the initial time of parking. This is not a*

*recommendation, or a good solution and I would not support. This is insult to injury. I am beyond words...*

The Chairman concluded discussions, and it was felt that the Business Case and Service Review should be deferred until Member's concerns and considerations had been addressed. Following Members discussions, the following were agreed as recommendations to Cabinet.

The Board **RECOMMENDED** to Cabinet that:

- 1) The Business Case and Service Review for the strategic parking review be deferred for 6 months until the issues have been addressed as not fit for purpose, in that it doesn't cover bringing the service in house.
- 2) There should be an increase in the proposed Civil Enforcement Officer (CEO) patrol time, greater than 25%, included in the Service Level Agreement (SLA), as the current proposal of 25% is not considered to be adequate.
- 3) More CEOs should be funded to operate in the District as opposed to introducing an Automatic Number Plate Recognition (ANPR) service.
- 4) The Council retain cash payment options for car parks in the District.
- 5) A study be launched reviewing parking in Alvechurch.

90/24

## **TASK GROUP UPDATES**

This item was deferred to the next ordinary meeting which would take place on 25<sup>th</sup> March 2025.

91/24

## **WORCESTERSHIRE HEALTH OVERVIEW AND SCRUTINY COMMITTEE - UPDATE**

This item was deferred to the next ordinary meeting which would take place on 25<sup>th</sup> March 2025.

92/24

## **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 10<sup>th</sup> February 2025.

The group reviewed Tranche 2 of the Budget setting, and the following were discussed:

- The Council would be increasing the Council Tax by a further 1%.
- There was no increase in government funding and a balanced budget was to be taken from the general fund.
- After consideration of The Poverty Truth Commission presented during the meeting, Members requested further information to detail how the commission had helped individuals and to provide examples. An extraordinary Finance and Budget Working Group meeting would take place on 18<sup>th</sup> February 2025 for further consideration of this item.

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

93/24

## **CABINET WORK PROGRAMME**

The Cabinet Work Programme was considered by the Board.

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

94/24

## **OVERVIEW AND SCRUTINY BOARD WORK PROGRAMME**

The Overview and Scrutiny Board Work Programme was considered by Members, and it was agreed that the following would be added as items to consider:

- Members suggested that the Board should review the implications of the decision that the Council no longer recycled waste on the Bromsgrove High Street.
- A Member advised the Board of a recent article provided by Martin Lewis, Money Savings Expert. The report suggested that residents consulted with their local constituents to enquire how compassionate and fair the Council were with the debt recovery process for Council Tax, if residents were in financial difficulties. Also, if bailiffs were a requirement, was the debtor charged further costs.

**RESOLVED** that the Overview and Scrutiny Work Programme be noted.

95/24

## **OVERVIEW AND SCRUTINY ACTION SHEET**

The Overview and Scrutiny Action Sheet was considered by Members.

Discussions were considered with regards to the removal of the Artrix scrutiny item from the action sheet.

The Chairman expressed the view that the item was not appropriate to be held at the Committee for scrutiny and that discussions should be held with individual Members concerning the matter.

Other Members commented that the item was appropriate as a subject to be scrutinised by the Board to discuss the Trust's prospects and to consider if further funding would be required. It was felt that other outside charities, such as the Basement Project, had been of past consideration and scrutiny by the Board.

The Cabinet Member, Councillor S.J. Baxter advised Members to consider that funding for this matter was for maintenance purposes.

Following discussions and consideration of the item, the following recommendation was proposed by Councillor R. Hunter:

"That the Artrix item be reinstated onto the Overview and Scrutiny Work Programme for scrutiny and consideration by the Board".



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

On being put to the vote the recommendation was lost.

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

96/24

**TO CONSIDER ANY URGENT BUSINESS, DETAILS OF WHICH HAVE BEEN NOTIFIED TO THE HEAD OF LEGAL, DEMOCRATIC AND PROPERTY 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.

97/24

**TO CONSIDER, AND IF CONSIDERED APPROPRIATE, TO PASS THE FOLLOWING RESOLUTION TO EXCLUDE THE PUBLIC FROM THE MEETING DURING THE CONSIDERATION OF ITEM(S) OF BUSINESS CONTAINING EXEMPT INFORMATION:-**

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

<u>Item No</u>	<u>Paragraph</u>
12	3

98/24

**LEVELLING-UP FUND PROGRAMME - QUARTERLY UPDATE**

The Regeneration Project Delivery Manager presented the Levelling-Up Fund Programme – Quarterly Update to the Board as follows:

- The Windsor Street site was discussed and as of the 15<sup>th</sup> of January, all the buildings on the site had been demolished. The removal of the gas pipe in November had added a six-week delay to the project and incurred City Demolition's standing time costs which were agreed at circa £118k.
- Brownfield Solutions had reviewed the contaminated materials and installed monitoring wells as part of the remediation strategy. Ground water monitoring had commenced in February 2025 and would continue until mid-August 2025.
- Further to the testing of two zones for contaminated material detecting 14 exceedances, the programme would be extended due to the analysis turnaround time.

# Agenda Item 13

Overview and Scrutiny Board  
11th February 2025

- Thomas Lister had been appointed to support with the development appraisal that would inform the options paper. Officers had also engaged with Homes England to discuss potential funding streams, if the Council decided to develop the site. Homes England confirmed that they could only provide funding for affordable housing above the policy requirements.
- Whilst the gas pipe removal added a six-week delay to the demolition programme, the project was continuing to progress in line with timescales and remained to be on track to be delivered by January 2026.
- The key risks affecting the project were contaminated land with further investigations required during the works, working adjacent to occupied buildings and right of way (easement across site).
- The Public Realm Works site was discussed. Worcestershire County Council (WCC) were responsible for the design and delivery of the Public Realm element of the project, given their statutory responsibilities. Final prices were agreed and linked to a Memorandum of Understanding (MOU) that existed between Bromsgrove District and Worcestershire County Councils who were delivering the works.
- Both the works on the High Street and on Chapel Street had been completed with an updated Risk Register provided to Members.
- The Council had requested a lesson learned workshop to be held with WCC.
- The Former Market Hall Site was discussed. The main contract with Kier was signed on 29<sup>th</sup> October 2024. The main construction programme had commenced in November 2024. Piling was completed at the end of December 2024 and groundworks had commenced in January 2025.
- During the Pre-Construction Services Agreement (PCSA), significant quantities of ground obstructions were discovered, leading to delays in the formal commencement of the main contract.
- Minor delays of six weeks had been incurred due to ground obstructions and Kier had formally submitted a claim for ground obstructions, loss and expenses. The QS from Arcadis had reviewed the claim and considered it reasonable.
- Kier had provided the cash flow forecast. Whilst the programme had a revised end date of January 2026, the Levelling-UP Fund (LUF) monies would be spent by the September 2025 deadline. Officers had also received confirmation that BDC had an extension period until the end of March 2026 to spend the LUF money.
- In January, the LUF Board agreed to directly appoint Arcadis to provide employer agent and quantity surveyor (QS) services for RIBA stage 5.

Following a recommendation from the project manager, it was agreed that carrying out a procurement exercise would carry too much risk as another supplier may not provide a lower fee proposal. Due to the value of the contract, an urgent decision was taken.

- A Clerk of Works was appointed on behalf of the Council and would carry out site inspections twice a month for building works and for mechanical and engineering (M&E) works.
- The project team had held a design meeting to agree the layout of the commercial building. It was agreed that the first and second floor office space would be split into two units, following advice from local agents, GJS Dillon.
- Following a procurement exercise, GJS Dillon had been appointed as the agents for the commercial building who would be preparing a marketing strategy and advertise the space as well as handle lettings on behalf of the Council. This was agreed by LUF Board Members in December 2024.
- The project team were preparing an Expression of Interest (EOI) to Birmingham City Council for the Greater Birmingham and Solihull Local Enterprise Partnership (GBSLEP) monies totalling £2.45m. Following the EOI being accepted, the project manager would prepare the full business case for submission. However, BDC were informed that Birmingham City Council were unable to provide any Local Authority funding until 2026/2027 financial year, therefore, BDC may be required to utilise short-term borrowing to complete the FMH project until funding could be drawn down.

Following consideration of the item, the Board made the following comments:

- When would the right of access be reinstated on Windsor Street? – In response it was advised that City Demolition were preparing quotes for reinstatement.
- If statutory responsibilities between the Council and Worcestershire County Council could be formerly agreed and considered.
- What the additional costs for provisional sums and contingency included in the project budget were referring to? – The Board noted that this was in relation to predicted budget fees. A fees and tracker survey carried out in 2022 reviewed the professional fees incurred such as design, architecture and list surveys. The original budget for RIBA 5 and 6 services for Arcadis QS was set at £180k, however the revised fee was for approximately £220k. Officers were confident that there shouldn't be a necessity for any further surveys, however, contingencies were in place.
- Members expressed concerns that Birmingham City Council were unable to provide any Local Authority funding until 2026/2027 for the Greater Birmingham and Solihull Local Enterprise Partnership

# Agenda Item 13

Overview and Scrutiny Board  
11th February 2025

(GBSLEP) monies and that the Council may be required to consider utilising short-term borrowing to complete the FMH project until funding could be drawn down. Members had raised concerns during previous meetings but had been reassured that withdrawing the funds would not be an issue. – In response the Assistant Director of Regeneration and Property Services advised that the matter would be investigated further to review the legal framework and recent correspondence received from Birmingham City Council. Members would be updated on progress in this matter.

**RESOLVED** that the Levelling-Up Fund Programme – Quarterly Update be noted.

(During consideration of this item, Members discussed matters that necessitated the disclosure of exempt information. It was therefore agreed to move to exclude the press and public prior to any debate on the grounds that information would be revealed Information relating to the financial or business affairs of any particular person (including the authority holding that information)).

The meeting closed at 8.47 p.m.

Chairman

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

Document is Restricted

This page is intentionally left blank

## **BROMSGROVE DISTRICT COUNCIL**

### **MEETING OF THE OVERVIEW AND SCRUTINY BOARD**

**17TH FEBRUARY 2025, AT 6.00 P.M.**

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

Observers: Councillor K.J. May – Leader and Cabinet Member for Strategic Partnerships and Enabling

Officers: Mr. G. Revans, Mrs. R. Bamford, Mr. M. Dunphy and Mrs S. Woodfield

99/24

#### **APOLOGIES FOR ABSENCE AND NAMED SUBSTITUTES**

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

100/24

#### **DECLARATIONS OF INTEREST AND WHIPPING ARRANGEMENTS**

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

101/24

#### **LOCAL DEVELOPMENT SCHEME (PRE-SCRUTINY)**

The Strategic Planning and Conservation Manager presented the Local Development Scheme (LDS) to the Board.

Following Government consultation in the summer of 2024 on the 12th December 2024, a new version of the National Planning Policy Framework (NPPF) was published and to meet the requirement, a new LDS had been produced. The LDS was the timetable for the Planning Policies which the Council intended to produce and outlined the likely path the Bromsgrove District Local Plan would take to adoption.

The timetable was explained in detail which set out the following timeframes:

- **Draft Plan Consultation** – The Draft Plan Consultation was planned to begin in May or June 2025 and Members would be consulted on progress of this through the Strategic Planning Steering Group (SPSG), Cabinet and Council meetings.
- **Notice of start of plan making under reformed** – This was notification of the new local plan process.
- **Gateway 1 (Advisory)** – This date was set to meet with the Planning Inspectorate in February 2026.
- **Public Consultation (8 weeks)** was due between June/July 2026.

- **Gateway 2 (Advisory)** – The Council would be advised on progress and any likely issues going forwards in December 2026.
- **Public Consultation (6 weeks)** – This would be the final public consultation publication in April/May 2027.
- **Gateway 3 (Stop/Go)** – This would detail the likely prospects of the local plan in December 2027.
- **Examination** – The examination process would take 6 months between January – July 2028.
- **Finalisation and adoption** – The finalisation and adoption of the local plan was due in July 2028.

Until the final details of the new system were known, the stages of plan making identified for 2026 and beyond were considered by Officers to be the likely process, however, dates could differ. Members also noted that the Council would be judged based on its capabilities to deliver against the processes set by Government.

The significant element to note on the timetable was the publication of the draft plan for wide ranging public and stakeholder consultation in May/June 2025. The details of the draft plan and the approach to engagement and consultation would be covered and reported through SPSG, Cabinet and Council meetings.

Following the presentation, Members made the following comments and considerations as follows:

- Members queried why the timetable at the SPSG meetings had not been presented to the Board, which demonstrated the groups involvement. – In response it was explained that the timetable presented during SPSG was appropriate for that meeting, however, the table displayed within the report was more appropriate for publication in the public domain.
- If the 8-week consultation period set for June/July 2026 was “Regulation 18”, which was the start of the formal public consultation period. – Members noted that this terminology would not exist as part of the new regulations.
- Members queried who would be consulted on the Draft Plan set for May/June 2025. – Officers explained that although the exact details were to be worked up there would be a full public consultation.
- If the 8-week public consultation period set for June/July 2026 was a full consultation period for the public and stakeholders? – It was advised that all stakeholders would be consulted, including SPSG which would be set up for Members to attend.
- Members referred to the recommendation of delegated authority to approve updates on the LDS. Members expressed the view that the Board should be provided with regular updates along with the necessary delegated powers. It was agreed that Officers would be updating Members on the LDS through SPSG. It was also agreed that any updates to the LDS would be presented to the Board for scrutiny as requested by the Chairman.
- Members enquired how much weight would be put on Neighbourhood Plan for Parish Councils as it was important that Members could advise the Parish Councils on how the Neighbourhood Plan would be applied through the Local Plan. - In response it was explained that when the Local Plan was near to completion, there may be some conformity issues between the two plans, however, Officers didn't see anything



significant within the current Local Plan which had allocation or strategic policies. Proposals and policies in the Neighbourhood Plan would need to be reviewed as to what influence they had. If proposals were agreed, these would form part of the development plan and carried through the decision-making process, however, most Neighbourhood Plans mirrored what was within the Local Plan.

- The reference in the report that it was not considered that the LDS would have any climate change implications was discussed by the Board and Members expressed concerns that climate change should be addressed imminently as the LDS and Local Plan were linked. – In response Members were informed that this would be addressed through the Local Plan in May/June.
- If public consultations considered all comments made. – Members noted that all comments were welcomed and not restricted. Forms were available for completion, “drop in” sessions and online platforms were also available. Following consultations, comments received would be reviewed by Officers and fed back for Members’ consideration.
- If Parish Councils formed part of the consultation process? – The Board were informed that all stakeholder comments were welcomed. Formal engagement would also be set up for Parish Councils at Village Halls to hold talks with residents.
- Members expressed concerns that the Draft Plan consultation set for May/June was imminent and if there were adequate resources in place to achieve the timescale. Members also queried if the consultations were District wide. – In response Members were reassured that sufficient resources were in place and that consultations were District wide.
- Members also queried if due notice would be given to Members prior to the Draft Plan Consultation so that Members were prepared. – The Board were advised that if the report and recommendations had been approved by Cabinet and Council on 19<sup>th</sup> February 2025 then Members would be informed, with the forward plan ready for consultation in June.
- Members requested if the final report for the Draft Plan was complete. – In response the Board were advised this was not complete as Member engagement was required through the SPSG meetings.
- Members requested specific details which would be contained within the Draft Plan going out to consultation in May/June and reassurance that Members would be given ample opportunity to consider the relevant proposed details? – In response Members were advised that the content of the report would be discussed during the SPSG meetings for Members’ consideration and input and were reassured that there would be adequate time to consider the relevant details.
- The Leader of the Council informed Members that the LDS was a requirement set by Government with strict timeframes in place. Members were urged to respond to consultations in a timely manner.
- If the Draft Plan consultation in May/June would include the additional sites for the various wards to ensure the Council would meet the required housing number target. – The Board were advised that this would form part of the proposals considered.
- Following a request and for ease of reference, the different terminologies of documentations within the report were explained to Members.
- Members queried that if their Parish did not have a proposed development, would they still be consulted in advance? – In response Members were advised that all Members would be consulted.

**RECOMMENDED** that:

The Cabinet RECOMMEND that:

- 1) Appendix A: Bromsgrove District Council Local Development Scheme 2025 is approved as the Council's programme for plan-making, effective as of 19<sup>th</sup> February 2025.

Delegated authority is granted to the Assistant Director for Planning and Leisure Services, following consultation with the Cabinet Member for Planning, Licensing and WRS, to approve updates to the Local Development Scheme as required.

102/24

**TO CONSIDER ANY URGENT BUSINESS, DETAILS OF WHICH HAVE BEEN NOTIFIED TO THE HEAD OF LEGAL, DEMOCRATIC AND PROPERTY 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 6.36 p.m.

Chairman