

# Public Document Pack



## **BROMSGROVE DISTRICT COUNCIL**

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

**THURSDAY 11TH JULY 2024**

**AT 5.00 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, S. A. Robinson, H. D. N. Rone-Clarke 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. To consider, and if considered appropriate, to pass the following resolution to exclude the public from the meeting during the consideration of item(s) of business containing exempt information:**

**"RESOLVED:** that under Section 100 I of the Local Government Act 1972, as amended, the public be excluded from the meeting during the consideration of the following item(s) of business on the grounds that it/they involve(s) the likely disclosure of exempt information as defined in Part I of 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:-

<u>Item No</u>	<u>Paragraph</u>
4	3

4. **Levelling Up Update on Windsor Street Contract and Market Hall Development - pre-scrutiny**

This report will follow in a Supplementary Papers pack once the report has been published for Cabinet's consideration (due for publication on Tuesday 9 July). This report will contain exempt information.

5. **Bromsgrove District Council Plan - pre-scrutiny**

This report will follow in a Supplementary Papers pack once the report has been published for Cabinet's consideration (due for publication on Tuesday 9 July).

6. **Cabinet Work Programme (Pages 5 - 26)**

7. **Overview and Scrutiny Board Work Programme (Pages 27 - 30)**

Sue Hanley  
Chief Executive

Parkside  
Market Street  
BROMSGROVE  
Worcestershire  
B61 8DA

3rd July 2024

If you have any queries on this Agenda please contact  
Mat Sliwinski

Parkside, Market Street, Bromsgrove, B61 8DA

Tel: (01527) 64252 Ext: 3095

Email: [mateusz.sliwinski@bromsgroveandredditch.gov.uk](mailto:mateusz.sliwinski@bromsgroveandredditch.gov.uk)

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

Please note that this is a public meeting. You are able to see the agenda for this meeting from the Committee Pages of the Council's website.

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 flu or 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.



## **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)

# CABINET LEADER'S WORK PROGRAMME

**1 JULY 2024 TO 31 OCTOBER 2024**  
**(published as at 14<sup>th</sup> June 2024)**

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, Governance and Standards Committee Annual Report 2023/24 <b>Key:</b> Yes	Council Not before 17th Jul 2024		Report of the Head of Legal, Democratic and Property Services	Mateusz Sliwinski, Democratic Services Officer
Bromsgrove District Council Plan <b>Key:</b> Yes	Council Not before 17th Jul 2024  Cabinet 17 Jul 2024		Report of the Chief Executive	Helen Mole, Business Improvement Manager Tel: 01527 881685  Councillor K. J. May
Levelling Up Update on Windsor Street Contract and Market Hall Development <b>Key:</b> Yes	Cabinet 17 Jul 2024  Council 17 Jul 2024	This report will include exempt information that will need to be considered in private session.	Report of the Deputy Chief Executive	Peter Carpenter, Interim Section 151 Officer and Deputy Chief Executive Tel: 01527 64252  Councillor K. J. May, Councillor S. J. Baxter

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
Overview and Scrutiny Annual Report 2023/24 <b>Key:</b> Yes	Council Not before 17th Jul 2024		Report of the Head of Legal, Democratic and Property Services	Mateusz Sliwinski, Democratic Services Officer
Productivity Plans <b>Key:</b> Yes	Cabinet 17 Jul 2024		Report of the Executive Director (Finance and Corporate Resources)	Peter Carpenter, Interim Section 151 Officer and Deputy Chief Executive Tel: 01527 64252  Councillor K. J. May
Recommissioning of the Promoting Independent Living Service (Home Improvement Agency) <b>Key:</b> Yes	Cabinet 17 Jul 2024  Council 17 Jul 2024		Report of the Head of Community and Housing Services	Matthew Bough, Housing Development and Enabling Manager Tel: 01527 64252  Councillor S. A. Webb

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Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Cabinet Appointments to Outside Bodies <b>Key: No</b>	Cabinet 24 Jul 2024		Report of the Head of Legal, Democratic and Property Services	Claire Felton, Head of Legal, Deemocratic and Property Services Tel: 01527 881429  Councillor K. J. May
<div style="position: absolute; left: -40px; top: 50%; transform: translateY(-50%); font-size: 2em; font-weight: bold;">D</div> <div style="position: absolute; left: -40px; top: 70%; transform: translateY(-50%); font-size: 2em; font-weight: bold;">C</div> <div style="position: absolute; left: -40px; top: 90%; transform: translateY(-50%); font-size: 2em; font-weight: bold;">P</div> Cost of Living Proposal - Update <b>Key: Yes</b>	Cabinet 24 Jul 2024		Report of the Head of Community and Housing Services	Judith Willis, Head of Community and Housing Services Tel: 01527 64252 Ext 3284  Councillor K. J. May
District Heat Network Revisions <b>Key: Yes</b>	Cabinet 24 Jul 2024		Report of the Head of Community and Housing Services	Judith Willis, Head of Community and Housing Services Tel: 01527 64252 Ext 3284  Councillor S. R. Colella, Councillor B. M. McEldowney



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
Levelling Up - Update <b>Key: Yes</b>	Cabinet 24 Jul 2024	This report may contain exempt information which would need to be considered in private session.	Report of the Deputy Chief Executive	Peter Carpenter, Interim Section 151 Officer and Deputy Chief Executive Tel: 01527 64252  Councillor K. J. May
Performance Outturn Reports 2021/2022, 2022/2023, 2023/2024 <b>Key: No</b>	Cabinet 24 Jul 2024		Report of the Head of Finance and Customer Services	Debra Goodall, Head of Finance and Customer Services Tel: 01527 64252 Ext 3070  Councillor S. R. Colella
Performance Outturn Report 2023/24 <b>Key: No</b>	Cabinet 24 Jul 2024  Council 9 Oct 2024		Report of the Interim Section 151 Officer and Deputy Chief Executive	Peter Carpenter, Interim 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
Q4 Revenue Monitoring 2023/2024 (including Update on the Fleet) <b>Key: Yes</b>	Cabinet 24 Jul 2024		Report of the Head of Finance and Customer Services	Debra Goodall, Head of Finance and Customer Services Tel: 01527 64252 Ext 3070  Councillor S. R. Colella
<p>Procurement</p> <p>Treasury Management Outturn Report <b>Key: No</b></p>	Cabinet 24 Jul 2024  Council 9 Oct 2024		Report of the Head of Finance and Customer Services	Debra Goodall, Head of Finance and Customer Services Tel: 01527 64252 Ext 3070  Councillor S. R. Colella
Bromsgrove District Plan Consultation <b>Key: No</b>	Cabinet 11 Sep 2024  Council 9 Oct 2024		Report of the Head 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
Draft Council Tax Support 2025/2026 (prior to consultation) <b>Key:</b> No	Cabinet 11 Sep 2024		Report of the Head of Finance and Customer Services	Debra Goodall, Head of Finance and Customer Services Tel: 01527 64252 Ext 3070  Councillor S. R. Colella
Financial Recovery Programme Report <b>Key:</b> Yes	Cabinet 11 Sep 2024		Report of the Executive Director (Finance and Corporate Resources)	Peter Carpenter, Interim Section 151 Officer and Deputy Chief Executive Tel: 01527 64252  Councillor S. R. Colella
Food Waste Business Case and Associated Waste Related Issues <b>Key:</b> Yes	Cabinet Not before 11th Sep 2024	This report may contain exempt information which may need to be considered in private session.	Report of the Executive Director (Leisure, Environmental and Community Services)	Guy Revans, Executive Director (Interim) Tel: 01527 64252 ext 3292  Councillor P. J. Whittaker

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
Initial Budget Setting Report <b>Key: Yes</b>	Cabinet 11 Sep 2024		Report of the Executive Director (Finance and Corporate Resources)	Peter Carpenter, Interim Section 151 Officer and Deputy Chief Executive Tel: 01527 64252  Councillor S. R. Colella
Medium Term Financial Plan - Tranche 1 Budget including Fees and Charges (prior to consultation) <b>Key: No</b>	Cabinet 11 Sep 2024		Report of the Executive Director (Finance and Corporate Resources)	Peter Carpenter, Interim Section 151 Officer and Deputy Chief Executive Tel: 01527 64252  Councillor S. R. Colella
Q1 Revenue and Performance Monitoring 2024/2025 <b>Key: Yes</b>	Cabinet 11 Sep 2024		Report of the Head of Finance and Customer Services	Debra Goodall, Head of Finance and Customer Services Tel: 01527 64252 Ext 3070  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
Young Persons Independent Living Supported Accommodation <b>Key: Yes</b>	Cabinet 11 Sep 2024		Report of the Head of Community and Housing Services	Amanda Delahunty, Strategic Housing Officer Tel: 01527 881269  Councillor S. A. Webb
Bromsgrove Draft Air Quality Action Plan <b>Key: No</b>	Cabinet 20 Nov 2024		Report of the Head of Community and Housing Services	Judith Willis, Head of Community and Housing Services Tel: 01527 64252 Ext 3284  Councillor K. Taylor
Bromsgrove Play Audit and Investment Strategy <b>Key: Yes</b>	Cabinet 20 Nov 2024		Report of the Head of Planning, Regeneration and Leisure Services	Ishrat Karimi Fini, Parks and Events Service Manager Tel: 07713 085872  Councillor B. M. McEldowney

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Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Carbon Reduction Strategy and Implementation Plan - Annual Review <b>Key: No</b>	Cabinet 20 Nov 2024 Council 4 Dec 2024		Report of the Head of Community and Housing Services	Matthew Eccles, Climate Change Manager  Councillor B. M. McEldowney
Half Yearly Treasury Management Report <b>Key: No</b>	Cabinet 20 Nov 2024 Council 4 Dec 2024		Report of the Head of Finance and Customer Services	Debra Goodall, Head of Finance and Customer Services Tel: 01527 64252 Ext 3070  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
Medium Term Financial Plan - Tranche 1 Budget including Fees and Charges (following consultation) <b>Key:</b> No	Cabinet 20 Nov 2024  Council 4 Dec 2024		Report of the Executive Director (Finance and Corporate Resources)	Peter Carpenter, Interim Section 151 Officer and Deputy Chief Executive Tel: 01527 64252  Councillor S. R. Colella
Q2 Revenue and Performance Monitoring 2024/2025 <b>Key:</b> Yes	Cabinet 20 Nov 2024		Report of the Head of Finance and Customer Services	Debra Goodall, Head of Finance and Customer Services Tel: 01527 64252 Ext 3070  Councillor S. R. Colella
Council Tax Base 2025/2026 <b>Key:</b> No	Cabinet 7 Jan 2025  Council 22 Jan 2025		Report of the Head of Finance and Customer Services	Peter Carpenter, Interim 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 Reduction - Council Tax Section 13a1(C) Policy <b>Key:</b> Yes	Cabinet 7 Jan 2025 Council 22 Jan 2025		Report of the Head of Finance and Customer Services	Debra Goodall, Head of Finance and Customer Services Tel: 01527 64252 Ext 3070  Councillor S. R. Colella
Council Tax Empty Homes Discounts and Premiums <b>Key:</b> Yes	Cabinet 7 Jan 2025 Council 22 Jan 2025		Report of the Head of Finance and Customer Services	Debra Goodall, Head of Finance and Customer Services Tel: 01527 64252 Ext 3070  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
Final Council Tax Support Scheme 2025/2026 <b>Key: Yes</b>	Cabinet 7 Jan 2025 Council 22 Jan 2025		Report of the Executive Director (Finance and Corporate Resources)	Peter Carpenter, Interim Section 151 Officer and Deputy Chief Executive Tel: 01527 64252  Councillor S. R. Colella
Non-Domestic Rates Discretionary Rate Relief Policy <b>Key: Yes</b>	Cabinet 7 Jan 2025 Council 22 Jan 2025		Report of the Head of Finance and Customer Service	Debra Goodall, Head of Finance and Customer Services Tel: 01527 64252 Ext 3070  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
Medium Term Financial Plan - Tranche 2 Budget including Fees and Charges (following consultation) <b>Key:</b> No	Cabinet 12 Feb 2025 Council 19 Feb 2025		Report of the Executive Director (Finance and Corporate Resources)	Peter Carpenter, Interim Section 151 Officer and Deputy Chief Executive Tel: 01527 64252  Councillor S. R. Colella
Pay Policy 2025/2026 <b>Key:</b> No	Cabinet 12 Feb 2025 Council 19 Feb 2025		Report of the Executive Director (Finance and Corporate Resources)	Becky Talbot, Human Resources & Development Manager 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 Resolutions 2025/2026 <b>Key:</b> No	Cabinet 19 Feb 2025 Council 19 Feb 2025		Report of the Executive Director (Finance and Corporate Resources)	Peter Carpenter, Interim Section 151 Officer and Deputy Chief Executive Tel: 01527 64252  Councillor S. R. Colella
Finance Recovery Programme Report <b>Key:</b> No	Cabinet 26 Mar 2025		Report of the Executive Director (Finance and Corporate Resources)	Peter Carpenter, Interim Section 151 Officer and Deputy Chief Executive Tel: 01527 64252  Councillor S. R. Colella
Q3 Revenue and Performance Monitoring 24/5 <b>Key:</b> Yes	Cabinet 26 Mar 2025		Report of the Head of Finance and Customer Services	Debra Goodall, Head of Finance and Customer Services Tel: 01527 64252 Ext 3070  Councillor S. R. Colella

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## **Appendix – Explanation of Items on the Cabinet Forward Plan**

### **1. Audit, Standards and Governance Committee Annual Report 2023/24**

Report on the activities of the Committee, presented to the Council annually.

### **2. Bromsgrove District Council Plan**

The new Council Plan for Bromsgrove District Council which details its strategic purposes.

### **3. Levelling Up Update on Windsor Street Contract and Market Hall Development**

The report sets out progress on delivery of specific Levelling Up projects in the Bromsgrove Town Centre.

### **4. Overview and Scrutiny Annual Report 2023/24**

Report on the activities of Overview and Scrutiny Board and its sub-committees and task / working groups. Presented to the Council annually.

### **5. Productivity Plans**

Productivity Plans are a requirement by the Government to show how the Council has improved productivity to date and how it plans to improve productivity in the future. Productivity Plans would be reviewed by Department of Levelling Up, Housing and Communities (DLUHC) to ensure best practice is shared across the sector.

### **6. Recommissioning of the Promoting Independent Living Service (Home Improvement Agency)**

A report on the recommissioning of the contract for Home Improvement Agency – a service to support people to make modifications to their homes (including through Disabled Facilities Grant).

### **7. Cabinet Appointments to Outside Bodies**

The report sets out Cabinet's proposals regarding Member appointments to outside Bodies.

### **8. Cost of Living Proposal – Update**

An update on the use of funding agreed for use towards Cost-of-Living initiatives, as agreed by Council in April 2024.

### **9. District Heat Network Revisions**

Due to technological changes to how District Heat Networks operate, to consider a revised delivery model to that initially agreed by Council.

### **10. Levelling Up – Update**

# Agenda Item 6

The report sets out progress on delivery of Levelling Up projects in the Bromsgrove Town Centre.

## **11. Outturn Reports 2021/22, 2022/23, 2023/24**

This report updates on the Council's 2021/22, 2022/23 and 2023/24 outturn (achieved) financial positions. and performance position in 2023-24.

## **12. Performance Outturn Report 2023/24**

The report to update members on the Council's 2023/24 outturn (achieved) performance position in 2023-24.

## **13. Q4 Revenue Monitoring 2023/24 (including Update on the Fleet)**

To provide a current financial position in relation to Revenue Budget for the period January to March 2024 (2023-24). The report also provides an update on the position regarding the Council's Waste Vehicles Fleet.

## **14. Treasury Management Outturn Report**

Treasury Outturn Report for 2023/24 includes the outturn position on the Council's Capital and Treasury Management Strategies, including all prudential indicators.

## **15. Bromsgrove District Plan Consultation**

A report on the consultation with regard to the Local Plan (development) for Bromsgrove District.

## **16. Draft Council Tax Support 2025/26 (prior to consultation)**

The council is required by section 13A(2) of the Local Government Finance Act 1992 (LGFA '92) to make a council tax reduction (CTR) scheme specifying the reductions in council tax that will be provided to people who are in financial need, or to classes of people who are in general in financial need. This report provides draft proposals.

## **17. Financial Recovery Programme Report**

This report set out the progress on processes the Council has been following to rectify a deterioration in its financial position and processes due to the impact of the implementation of a new financial system in February 2021 during the Covid-19 pandemic period.

## **18. Food Waste Business Case and Associated Waste Related Issues**

A report on the business case for the food waste collection service. Also an update on the associated issues regarding waste service.

## **19. Initial Budget Setting Report**

An initial report regarding the setting of Council Revenue Budget for 2025-26.

## **20. Medium Term Financial Plan – Tranche 1 Budget including Fees and Charges (prior to consultation)**

The Council proposes to set its budget in two Tranches for 2025/26 to 2027/28 Medium Term Financial Plan (MTFP) process. This Tranche 1 report is the initial budget proposal to be considered for approval in Autumn 2024, prior to consultation.

## **21. Q1 Revenue and Performance Monitoring 2024/25**

To provide a current financial position in relation to Revenue Budgets for the period April to June 2024 (2024-25). The report also provides a position on the organisational performance measures, as of Quarter 1 (up to end of June 2024).

## **22. Young Persons Independent Living Supported Accommodation**

A report detailing a proposal for supported accommodation for young people with disabilities.

## **23. Bromsgrove Draft Air Quality Action Plan**

The draft action plan to deliver improvements in air quality in Bromsgrove.

## **24. Bromsgrove Play Audit and Investment Strategy**

A review of all play areas in the District, including an accessibility assessment and identification of gaps in provision. The play audit will consider how future play provision could be designed to improve the overall accessibility of play provision and address any gaps.

## **25. Carbon Reduction Strategy and Implementation Plan – Annual Review**

Annual review of progress in meeting targets and delivering the Carbon Reduction Strategy and a review of the implementation plan.

## **26. Half Yearly Treasury Management Report**

A half yearly update on the Council's Capital and Treasury Management Strategies, including all prudential indicators.

## **27. Medium Term Financial Plan - Tranche 1 Budget including Fees and Charges (following consultation)**

The Council proposes to set its budget in two Tranches for 2025/26 to 2027/28 Medium Term Financial Plan (MTFP) process. This Tranche 1 report is the initial budget proposal to be considered for approval in Autumn 2024, after consultation.

## **28. Q2 Revenue and Performance Monitoring 2024/2025**

# Agenda Item 6

To provide a current financial position in relation to Revenue Budgets for the period July to September 2024 (2024-25). The report also provides a position on the organisational performance measures, as of Quarter 2 (up to end of September 2024).

## **29. Council Tax Base 2025/2026**

To consider a report on the Council Tax Base for 2025-26.

## **30. Discretionary Reduction - Council Tax Section 13a1(C) Policy**

The council has the power under section 13A(1)(C) of The Local Government Finance Act 1992 (LGFA '92) to reduce the amount of council tax that a person is liable to pay. The section 13A(1)(C) power may be exercised on a case-by-case basis or by determining a class of case in which the liability will be reduced.

## **31. Council Tax Empty Homes Discounts and Premiums**

Details the Council's policies regarding reduction or removal of the discount for unoccupied dwellings and, in the case of long-term empty homes, regarding policies on imposing a council tax premium.

## **32. Final Council Tax Support Scheme 2025/2026**

The council is required by section 13A(2) of the Local Government Finance Act 1992 (LGFA '92) to make a council tax reduction (CTR) scheme specifying the reductions in council tax that will be provided to people who are in financial need, or to classes of people who are in general in financial need.

## **33. Non-Domestic Rates Discretionary Rate Relief Policy**

Section 47 of The Local Government Finance Act 1988 [the act] provides Local Authorities with the power to award discretionary rate relief, to charitable and other non-profit making organisations that meet certain criteria. This policy also provided Council's framework for delivering discretionary relief – including retail relief and supporting small business relief.

## **34. Medium Term Financial Plan - Tranche 2 Budget including Fees and Charges (following consultation)**

The Council proposes to set its budget in two Tranches for 2025/26 to 2027/28 Medium Term Financial Plan (MTFP) process. This Tranche 2 report is the final budget proposal to be considered for approval in February 2025.

## **35. Pay Policy 2025/2026**

A statement that sets out Council's policies relating to remuneration of its chief officers, lowest paid employees and the relationship between the remuneration of its chief officers and its employees who are not chief officers.

## **36. Council Tax Resolutions 2025/2026**



# Agenda Item 6

To approve the calculated Council Tax base for 2025-26 and approve the Council Tax requirement (Council approval).

## **37. Finance Recovery Programme Report**

This report set out the progress on processes the Council has been following to rectify a deterioration in its financial position and processes due to the impact of the implementation of a new financial system in February 2021 during the Covid-19 pandemic period.

## **38. Q3 Revenue and Performance Monitoring 24/5**

To provide a current financial position in relation to Revenue Budget for the period October to December 2024 (2024-25). The report also provides a position on the organisational performance measures, as of Quarter 3 (up to end of December 2024).

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# Agenda Item 7

## OVERVIEW AND SCRUTINY BOARD

### WORK PROGRAMME 2024-2025

AS OF 3 JULY 2024

#### ITEMS FOR FUTURE MEETINGS

<b>Date of Meeting</b>	<b>Subject</b>	<b>Lead Officer / Member</b>
11 <sup>th</sup> July 2024	<u>Substantive Item</u> Levelling Up Update on Windsor Street Contract and Market Hall Development – pre-scrutiny	Peter Carpenter, Deputy Chief Executive and Section 151 Officer
	Bromsgrove District Council Plan – pre-scrutiny	Sue Hanley, Chief Executive
23 <sup>rd</sup> July 2024	<u>Substantive item</u> Impact of Heatwaves Task Group – Final Report	Councillor Mick Marshall
	New Build Affordable Housing in Bromsgrove	Matt Bough, Strategic Housing & Business Support Manager
	<u>Information Item</u> Local Heritage Action List – Quarterly Up	Mike Dunphy, Strategic Planning and Conservation Manager
10 <sup>th</sup> September 2024	<u>Substantive Items</u>	
	Play Audit – Initial Overview and Discussion	Ishrat Karimi-Fini, Cultural Services and Parks Manager
	Bromsgrove District Plan Consultation – pre-scrutiny	Mike Dunphy, Strategic Planning and Conservation Manager
	<u>Substantive items:</u>	

# Agenda Item 7

Date of Meeting	Subject	Lead Officer / Member
19 <sup>th</sup> November 2024	Pre-Decision Scrutiny – Bromsgrove Play Audit and Investment Strategy final report	Ishrat Karimi-Fini, Cultural Services and Parks Manager
	6-Month Review of Working Arrangements - Hybrid Leader and Cabinet Governance Model	Claire Felton, Head of Legal, Democratic & Property Services (Monitoring Officer)
	<u>Information item</u> Local Heritage Action List – Quarterly Update	Mike Dunphy, Strategic Planning and Conservation Manager
6 <sup>th</sup> January 2025	<u>Substantive Item</u> Changes to Waste Services including Food Waste Collections - Overview	
11 <sup>th</sup> February 2025	<u>Substantive Item</u> Medium Term Financial Plan – Tranche 2 Budget including Fees and Charges (following consultation) – including any recommendations on the subject arising from the Finance and Budget Working Group	Peter Carpenter, Deputy Chief Executive and Section 151 Officer
	<u>Information Item</u> Local Heritage Action List – Quarterly Update	Mike Dunphy, Strategic Planning and Conservation Manager
25 <sup>th</sup> March 2025	<u>Substantive Item</u>	
15 <sup>th</sup> April 2025 (meeting reserved for consideration of O&S Annual Report and Review of 2024-25)	<u>Substantive Item</u> Overview and Scrutiny Annual Report 2024-25	Chairman of the Board

## **ITEMS FOR WHICH DATES ARE STILL TO BE CONFIRMED**

	Scrutiny of North Worcestershire Community Safety Partnership (There is a legal requirement to review this every year)	Bev Houghton, Community Safety Manager
	Scrutiny of Anti-Social Behaviour (it is suggested this be considered at the same meeting as the Community Safety Partnership update - one of the three key themes identified at the Overview and Scrutiny training)	
	Changes to Waste Services including Food Waste Collections – Overview (One of the three key themes identified at the Overview and Scrutiny training)	Guy Revans, Executive Director
	Levelling Up Funding Projects in Bromsgrove – Update (It was suggested that the Overview and Scrutiny training that this could be referred for the consideration of the Finance and Budget Working Group instead)	Peter Carpenter, Deputy Chief Executive and Section 151 Officer
	Update on the Artrix	Representatives of the Artrix Holding Trust

## **ITEMS TO BE CONSIDERED INITIALLY VIA A “FIRST LOOK” MEMBER BRIEFING**

	The District Heat Network	Judith Willis, Head of Community and Housing Services
	Biodiversity Policy	Ruth Bamford, Head of Planning, Regeneration and Leisure Services
	Street Sweeping	Guy Revans, Executive Director

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