



**BROMSGROVE DISTRICT COUNCIL**

**MEETING OF THE SCRUTINY BOARD**

**TUESDAY 26TH JANUARY 2010, AT 6.00 P.M.**

**COMMITTEE ROOM, THE COUNCIL HOUSE, BURCOT LANE, BROMSGROVE**

MEMBERS: Councillors D. L. Pardoe (Chairman), C. B. Taylor (Vice-Chairman),  
A. N. Blagg, R. J. Deeming, S. R. Peters, C. R. Scurrall and  
C. J. Tidmarsh

**AGENDA**

1. To receive apologies for absence
2. Declarations of Interest and whipping arrangements
3. To confirm the accuracy of the minutes of the meeting of the Scrutiny Board held on 24th November 2009. (Pages 1 - 6)
4. Quarterly Scrutiny Recommendation Tracker (Pages 7 - 16)
5. Response from Cabinet on Hot Food Takeaways (Pages 17 - 18)
6. Verbal update on progress of the Improving Residents' Satisfaction Task Group (Task Group Chairman: Councillor S. Colella)
7. Meeting the Challenges of Climate Change (Pages 19 - 24)
8. Work Programme (Pages 25 - 26)
9. To consider any other business, details of which have been notified to the Head of Legal, Equalities and Democratic Services prior to the commencement of the meeting and which the Chairman considers to be of so urgent a nature it cannot wait until the next meeting.

K. DICKS  
Chief Executive

The Council House  
Burcot Lane  
BROMSGROVE  
Worcestershire  
B60 1AA

15th January 2010

# Agenda Item 3

## BROMSGROVE DISTRICT COUNCIL

### MEETING OF THE SCRUTINY BOARD

TUESDAY, 24TH NOVEMBER 2009 AT 6.00 P.M.

PRESENT: Councillors D. L. Pardoe (Chairman), C. B. Taylor (Vice-Chairman),  
A. N. Blagg, R. J. Deeming, S. R. Peters, C. R. Scurrall and  
C. J. Tidmarsh

Observers: Councillor R. Hollingworth (present from Minute No. 39/09 to  
43/09), S. R. Colella (present from Minute No. 39/09 to 47/09) and P. J.  
Whittaker

Officers: Mr. P. Street, Mrs. S. Sellers, Mr. A. Coel, Mr. M. Carr and  
Mrs. A. Scarce

#### 39/09 APOLOGIES FOR ABSENCE

There were no apologies for absence.

#### 40/09 DECLARATIONS OF INTEREST AND WHIPPING ARRANGEMENTS

No declarations of interest or whipping arrangements were received.

#### 41/09 MINUTES

The minutes of the meeting of the Scrutiny Board held on 27th October 2009  
were submitted.

**RESOLVED** that the minutes be approved as a correct record.

#### 42/09 REPORT ON HOT FOOD TAKEAWAYS

The topic of hot food takeaways had initially been considered by the Scrutiny  
Board at its meeting on 19th May 2009. Following an in depth investigation  
the Board was now asked to consider the findings and recommendations  
contained within the report, 'Scrutiny Board Investigation into the Impact of Hot  
Food Takeaways on Communities and the Environment'.

Members thanked officers for their time and support in putting the report  
together and stressed the need for action to be taken as soon as possible in  
the implementation of the recommendations made.

The Chairman invited the Leader to speak. He congratulated the Scrutiny  
Board on producing a very clear report.

**RESOLVED** that the Board approve the Scrutiny Investigation into the Impact of Hot Food Takeaways on Communities and the Environment report and the recommendations contained in it.

**RECOMMENDED** that the Cabinet be requested to approve the recommendations contained within the report produced by the Scrutiny Board titled 'Scrutiny Board Investigation into the Impact of Hot Food Takeaways on Communities and the Environment'.

43/09 **FOLLOW UP REPORT FROM QUARTERLY RECOMMENDATION TRACKER**

At the meeting of the Scrutiny Board on 27th October 2009, Members had requested that officers provide additional information in respect of three items on the Recommendation Tracker. The Board considered and noted the report which covered the following items:

- Taxi drivers keeping their engines running
- Distribution of information to residents about refuse and recycling collections.

It was reported to the meeting that unfortunately Mr. M. Bell, Head of Street Scene and Community, who had been due to attend to speak about distribution of information about waste collection and the NVQ training for refuse staff was not present. Members had received some information in the report about the first of these items but consideration of the NVQ scheme would need to be deferred.

Members were reminded that the Licensing Department continued to remind taxi drivers and operators not to keep their engines running, via renewal letters and newsletters. However, the Council had no jurisdiction to enforce this requirement and that it was a Police matter and only they were able to prosecute, as previously reported to the Scrutiny Board. Members commented that it would be helpful to liaise with the Police to make them aware that this was a concern that had been considered by the Board and to remind them of their legal powers to take action. Officers advised that this would be best approached by officers through discussion.

It was reported by Members that some residents in those areas not previously included in the distribution of 'Together Bromsgrove' were now in receipt of it. It was also noted by Members that the postcards with Christmas collection details and reminders of future changes to the refuse and recycling collections were also being received in these areas.

**RESOLVED:**

- (a) that the Scrutiny Board note the information provided in the report;
- (b) that the item on the NVQ Training Programme for refuse and recycling staff be deferred until the Scrutiny Board meeting on 26th January 2010 and the Head of Street Scene and Community be asked to attend;

- (c) that officers through contact with the police raise the issue of engines being left running;
- (d) that the Chairman of the Licensing Committee be asked to write to all taxi proprietors reminding them not to leave their engines running when stationary, in accordance with the relevant legislation.

44/09 **CHOICE BASED LETTING SCHEME**

The Board considered a report from the Strategic Housing Manager which gave an update on the successful operation of the Home Choice Plus, Choice Based Lettings Scheme over the last 12 months. Members were asked to consider the recommendations which were to be presented to Cabinet on 2nd December 2009.

Members were given background information on the Choice Based Letting Scheme by the Strategic Housing Manager. He explained how the introduction of the scheme enabled the allocation policy to be consistent, how tenancies were more sustainable and previously difficult to let properties were let more easily. The scheme provided applicants with transparency regarding their individual priority ranking when bidding for vacant properties along with an understanding of the total number of applicants also expressing an interest in that property.

Members discussed the scheme at length and covered the following issues:

- The operation of the new on-line scheme and access to it
- The “banding” system
- The bidding process and allocation of houses
- The demand for specific types of properties and the number that become available
- Under occupation of properties throughout the district
- Issues surrounding there being greater demand for tenancies than supply

When discussing the postal survey figures in the report, concern was raised by Members in respect of the 33% of applicants who had said they needed help to bid on properties. The Strategic Housing Manager advised that an action plan had been put in place to address this in the future. Those respondents that had provided names and addresses had been contacted in order to provide them with assistance. The Strategic Housing Manager confirmed that Bromsgrove District Housing Trust (BDHT) maintained a list of all those applicants who were unable to access the system for whatever reason, and were able to bid for properties on their behalf. It was also confirmed that part of the action plan was to train different organisations, such as the TRUNK and Age Concern, on accessing the scheme in order to assist those who were unable to do so for themselves. BDHT also had a mobile “office” which travelled around the district and the staff that facilitate this would also be trained to use the system. Members asked if it was possible for them to receive similar training in order to assist residents within their own Wards. The Strategic Housing Manager confirmed that this would not only be possible but also be very helpful in promoting the scheme.

**RESOLVED:**

- (a) that the report on the operation of the Choice Based Letting Scheme be noted;
- (b) that the successful operation of the scheme be noted;
- (c) that the Strategic Housing Manager provide Members with the total number of bids made on the 517 properties advertised;
- (d) that the Member Development Training Group be asked to include training on the Choice Based Letting Scheme as soon as practicable.

45/09 **REPORT ON LICENSING OF MOBILE HOT FOOD OUTLETS**

At the Scrutiny Board meeting on 27th October 2009, Members had asked officers to provide further information on the licensing of Mobile Hot Food Outlets in the District and how these would be affected by the introduction of the new policy on street trading. Members were reminded that this report was for information only and that the Street Trading Consent Policy had been approved by Members of the Licensing Committee on 7th September 2009. The Council would be asked to approve the proposed fee structure and the scheme of delegation at its meeting on 20th January 2010.

Members discussed the policy at length and covered the following points:

- The procedure for current traders
- The types of traders covered by the policy
- The amount of the fees
- How the policy would be enforced
- The operation of the appeals process for any traders refused a licence

In light of the number of concerns voiced, Members then discussed whether there was a need for them to scrutinise the policy further. Officers suggest that it might be preferable to allow the policy a period of time to get up and running before scrutinising it. Members agreed that after allowing a period of 6 months or so to allow the policy to “settle in”, it would be a suitable subject of interest to include on the work programme of the Scrutiny Board for investigation.

**RESOLVED:**

- (a) that the report be noted;
- (b) that the Street Trading Consent Policy be noted as a future item to be included in the Scrutiny Board Work Programme.

46/09 **JOINT COUNTYWIDE FLOODING - VERBAL UPDATE**

Members were advised that there was not, as yet, any further information on the Joint Countywide Flooding Report. However, Mr. P. Street, Executive Director (Partnerships and Projects) advised that a letter was to be sent to Worcestershire County Council to ask when this would be reviewed.

Following the recent floods throughout the country, particular concerns were raised by Members in respect of the bridges in the county and the frequency

that these received structural checks. Members were advised that major bridges had recently been checked.

Mr. Street and the Chairman had recently attended a further meeting of the Watercourses and Flood Group. Members were informed that they would, in due course, receive letters requesting information on areas within their ward which were considered high risk of flooding. The information would be used to form part of the Strategic Flood Risk Plans, which needed to be completed by March 2011. Wyre Forest had piloted this new initiative and would assist and share their expertise in the production of Bromsgrove's Plan which would include areas which were vulnerable, identify key areas, the risks and a plan of action. Members also shared their concern that the knowledge and expertise of the Drainage Engineer for the area needed to be captured in some form and Mr. Street shared this concern and confirmed that issue was being considered.

Members were concerned that residents would be alarmed to find that their properties were in a high risk of flooding area and asked how this was to be approached. Mr. Street advised that any property which had been the subject of flooding in the last five years was classed as high risk. It was most likely therefore those residents would already be aware that their property fell within this scope.

47/09 **REPORT ON IMPROVING RESIDENTS' SATISFACTION TASK GROUP**

Members were reminded that at the meeting of the Scrutiny Board on 27th October 2009, the Improving Residents' Satisfaction Task Group had been established following a scrutiny proposal from Councillor S. Colella. Councillor Colella had also been appointed as Chairman of the Task Group at that meeting.

Members were advised that enquiries had been received from eight Members in respect of membership of the Task Group, and five completed membership forms had been received. The Scoping Checklist was discussed by Members in detail and Members were reminded that they were able to amend or add to the Terms of Reference if they so wished.

The Chairman invited Councillor Colella to speak as Chairman of the Task Group and he advised that due to the time constraints the first meeting of the Task Group had been provisional booked for 30th November 2009, when the Assistant Chief Executive would attend to provide officer support and to ensure an effective investigation was undertaken. A further meeting was not anticipated until after the Christmas break.

**RESOLVED:**

- (a) that Councillors D. Hancox, Mrs, J. M. L. A. Griffiths, Ms H. J. Jones, C. J. Tidmarsh and C. R. Scurrill be appointed members of the Task Group;
- (b) that the terms of reference of the Improving Residents' Satisfaction Task Group are agreed;

- (c) that the Task Group take four months, from the date of the first meeting, to carry out its investigations;
- (d) that the Task Group commence its investigation as soon as possible.

Under Council Procedure Rule 17.5 Councillor Peters requested that it be recorded that he had abstained from the vote on item (b) above.

48/09 **WORK PROGRAMME**

Members were asked to consider the Work Programme and to identify any evidence they wished to receive in respect of the topics. They were reminded that, at the Scrutiny Board meeting on 26th January 2010, they would receive a presentation from the Executive Director (Partnerships and Projects) on the Corporate Safeguarding Policy (Children and Vulnerable Adults). Members also requested that at the meeting on 26th January 2010 a presentation be given by the Council's climate change officer in relation to the item on the work programme "Meeting the Challenges of Climate Change".

**RESOLVED** that the work programme be noted.

The meeting closed at 7.40 p.m.

Chairman

**BROMSGROVE DISTRICT COUNCIL**

**SCRUTINY BOARD**

**26th JANUARY 2010**

**RECOMMENDATION TRACKER**

This report lists all Task Group recommendations approved by Cabinet with the following information: who will be progressing the approved recommendations; when the recommendations are expected to be implemented by; and any officer comments which might be useful to the Scrutiny Board. The recommendations are grouped by Task Group.

All general recommendations made by the Scrutiny Board (including those arising from joint Overview Board and Scrutiny Board meetings) are also listed when applicable.

Recommendations by the Scrutiny Board: 28th July 2009

*Rec. No.	Detail of Recommendation and Updates	Implementation to take place by	Tick if completed
N/A	<p><b>Head of Planning and Environment</b></p> <p>(a) that the Cabinet be requested to consider and approve the following:</p> <p>(i) that the Licensing Section be requested to remind taxi drivers and operators on a regular basis (via a newsletter) not to leave their engines running when stationary, in accordance with the relevant legislation:</p> <p>(ii) that when renewing or issuing new licences for taxi drivers, the Licensing Section be requested to take the opportunity to encourage taxi drivers to help reduce air pollution by reminding them it is an offence to leave their engines running unnecessarily:</p> <p>(iii) that the Assistant Chief Executive be requested to contact Worcestershire County Council to ask that they communicate with bus operators and drivers on this issue pointing out that it is an offence to leave their engines running unnecessarily and therefore to take heed of the sign located at Bromsgrove bus station; and</p> <p>(iv) that, in future there is evidence to suggest that taxi and bus drivers have ignored requests to turn off their engines (when appropriate) further investigation be considered in relation to the options for enforcement action that could be taken by the Council.</p>	3 <sup>rd</sup> June 2009 (date of Cabinet Meeting when the Scrutiny Board Minutes will be considered)	

	<p><i>Public Transport (Buses) Task Group Review</i></p> <p>that the Cabinet request the Leader and Acting Joint Chief Executive to approach Worcestershire County Council to request that the Task Group recommendation 1 (which related to implementing a new bus station for Bromsgrove and was approved by Cabinet in March 2008) be progressed as soon as possible and that funding be made available (from the County Council) for a full travel and transport assessment to be undertaken to identify the issues which need addressing which could be taken into account as part of the town centre redevelopment.</p> <p><b>Officer Comments:</b></p> <p>Recommendations were approved subject to</p> <p>(a) officers giving consideration as to how regular communication with taxi drivers and operators can be achieved effectively; and</p> <p>(b) that further consideration of the issues relating to a new bus station be deferred and that an item be included on the Agenda for the next Cabinet to report the outcome of discussions to take place at the next Town Centre Steering Group.</p> <p><b>October update:</b></p> <p>(i), (ii), (iii), (iv) Taxi drivers are being reminded not to keep their engines running via renewal letters and news letters.</p> <p>The Assistant Chief Executive has contacted the Transport Review team at Worcestershire County Council and raised the issue.</p> <p>We have no jurisdiction to enforce this requirement, it is a police matter and only they can prosecute.</p> <p><b>January 2010 update:</b></p> <p>(i), (ii), (iii), (iv) Taxi drivers are being reminded not to keep their engines running via renewal letters and news letters. We have no jurisdiction to enforce this requirement, it is a police matter and only they can prosecute.</p>		
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Recommendations from Refuse and Recycling VFM Scrutiny Investigation: 7th January 2009 (Agreed by Cabinet)

*Rec. No.	Detail of Recommendation	Implementation to take place by	Tick if completed
	Head of Street Scene and Community		

1	<p>Once the chargeable green waste collection service has been implemented and the take up of the service is known, Street Scene officers be requested to investigate the option of providing additional wheelie bins for green waste on request at an additional charge.</p> <p><b>Officer Comments:</b> Officers are creating a list of requests for second bins as calls for the service are received. It is anticipated that by the end of April take up of the service will have settled and officers will be in a position to make a decision about second bins.</p> <p><b>June Update:</b> 2nd bins were offered to those requesting them from the start of May. So far there has been a take up offer of about 50, which are currently operational and the appropriate fees paid.</p>	Decision about feasibility of second bins will be made in April 2009	✓
2	<p>Officers from Street Scene be requested to monitor on-street recycling trials being undertaken by other Councils to see if there is any evidence to suggest it would provide value for money.</p> <p><b>Officer Comment:</b> Trials will be monitored throughout this year with an intention to produce a budget bid for bins if trials are successful.</p>	April 2010	Monitoring ongoing
3	<p>When the new co-mingled service has been in operation for a minimum of one year, the option of delivering the service using an alternative method (including using a private contractor) be considered to see if it would be an appropriate time for market testing and comparisons to be undertaken.</p> <p><b>Officer Comment:</b> The co-mingled service will be in operation by April 2010. This means that as recommended, the option of delivering the service using an alternative method can be looked at during 2011/12 at the earliest.</p>	April 2010 if members support this approach	Monitoring ongoing

Approved Recommendations from the first Refuse and Recycling Scrutiny Investigation: 2nd April 2008 (Agreed by Cabinet)

*Rec. No.	Detail of Recommendation	Implementation to take place by	Tick if completed
1	<p><b>Head of Street Scene and Community</b>  <b>Head of Human Resources and Organisational Development</b></p> <p>NVQ Training in Waste Management from WAMITAB (Waste Management Industry Training Advisory Board) via NEW College is given to all refuse and recycling staff over a 2 year period commencing September 2008 with the following conditions:</p> <ul style="list-style-type: none"> <li>▪ standards for 'performance criteria' and 'knowledge requirements' specific to this Council are built into the awards;</li> <li>▪ the preferred primary assessment method is observation (rather than witness testimonies or personal statements); and</li> <li>▪ that performance criteria is observed consistently over a certain time period rather than as a one-off</li> </ul> <p><b>Officer Comment:</b>  All negotiations taken place with New College to satisfy the Councils requirements.</p> <p>Presentation to staff and selection of first group to undertake the training will follow.</p> <p><b>October Update:</b>  It is anticipated that the first round of training will commence in November 2008.</p> <p><b>March Update:</b>  It was decided that the internal Customer First Training would need to be completed first and this commenced 8 December 2008. Crews are now being registered on to the NEW College course which is likely to commence in April 2009.</p> <p><b>June Update:</b>  NVQ's were postponed whilst we undertook the Customer First Training for staff. It is likely that the NVQ process will recommence this year.</p> <p><b>October update:</b>  We have been making progress with the delivery, New College are trying to commence the process. Some issues have arisen that the College are trying to resolve and we are now waiting for them to agree the next steps.</p>	<p>Customer First Training in December 2008</p> <p>NEW College registration March 2009</p> <p>Crews to commence course April 2009</p>	

	<p><b>January 2010 update:</b> Head of Street Scene and Community to attend meeting on 26th January 2010 with full update.</p>	
3	<p>The following NVQ training is given to the three Refuse and Recycling Team Leaders:</p> <ul style="list-style-type: none"> <li>▪ Team Leading in Refuse and Recycling via NEW College</li> <li>▪ BITS (Business Improvement Techniques) via RDI (Resource Development International)</li> <li>▪ <b>Officer Comment:</b> Have agreed to get NVQ training organised for the refuse and recycling crews first then organise training for the supervisors. Additional training/Support being organised with the Learning and Organisational Development Manager.</li> </ul> <p><b>March Update:</b> Due to the delay in commencement of the basic course this will be delayed until after April 2009.</p> <p><b>October:</b> We have been making progress with the delivery, New College are trying to commence the process. Some issues have arisen that the College are trying to resolve and we are now waiting for them to agree the next steps.</p> <p><b>January 2010 update:</b> Head of Street Scene and Community to attend meeting on 26th January 2010 with full update.</p>	November 2009
4	<p>Request that Street Scene and Waste Management Officers monitor the progress Worcestershire County Council is making in relation to building their own sorting plant by 2009, as this will enable a commingled recycling service to be launched (making it easier to recycle and likely to encourage more recycling) and therefore significantly improve this Council's recycling rates.</p>	<p>✓ Ongoing</p>

	<p><b>Officer Comment:</b> Officers are attending regular meetings with the County Council. Both officers and Members meet as part of a County wide form to discuss all waste related issues. A site visit has been organised during March for Heads of Service and Portfolio Holder.</p>		
5	<p>Street Scene and Waste Management Officers be requested to continue to encourage Worcestershire County Council officers to investigate recycling more materials through the Waste Management Forum.</p> <p><b>Officer Comment:</b> Both officers and Members meet as part of a County wide form to discuss all waste related issues.</p>		✓ Ongoing
6	<p>Request that Street Scene and Waste Management Officers continue to regularly and systematically benchmark against the top 10-15 local authorities in the recycling league table which are achieving higher recycling rates, with a view to adapting any parts of their services to Bromsgrove which may prove successful in helping to increase our recycling figures.</p> <p><b>Officer Comment:</b> Officers regularly monitor activities through PSNET (The Public Services Network) and APSE (Association of Public Sector Excellence) and technical press.</p>		✓ Ongoing
7	<p>Street Scene and Waste Management Officers be requested to continually investigate ways in which the Council can expand the recycling service to reach the remaining 6% of the District.</p> <p><b>Officer Comment:</b> This will only be feasible once the new Materials Reclamation Facility (MRF) is available at the end of 2009. Plant being built by the County Council.</p>	Available end of 2009	
8	<p>In order to educate as many children as possible to take responsibility for the future of their own environment and encourage more recycling throughout the District, Street Scene and Waste Management officers be requested to continue to encourage all schools to join the Eco-School programme, particularly primary schools.</p>		✓ Ongoing

	<p><b>Officer Comment:</b> Regular visits to schools by Officers to promote environmental issues.</p> <p><b>October update:</b> Officers continue to visit schools carrying out presentations and competitions to encourage development of environmental awareness.</p> <p><b>January 2010 update:</b> Ongoing</p>	
10	<p>Request the Head of Street Scene and Waste Management to make certain there is thorough consultation with local residents in relation to the green bin charging arrangements due to be put in place. Effective communication will help ensure smooth implementation of the charging system which should avoid a reduction in customer service standards.</p> <p><b>Officer Comment:</b> Consultation underway and first article has been released in 'Together Bromsgrove' (Summer 2008) with planned media releases due to go out in subsequent issues local newspapers and the waste collection calendar.</p> <p><b>October Update:</b> Delivery of the waste collection calendar is taking place during October 2008. The next Bromsgrove Together is due November 2008. Further press releases are planned in January 2009.</p> <p><b>March Update:</b> Further newspaper adverts have been placed in local papers promoting the service.</p> <p><b>October update:</b> Coming to the end of the first year's operation. Over 15,500 applications received and serviced during the season. Currently undertaking publicity and communication for next year's service and the changes to a co-mingled collection recycling service. Currently publicity programme developed following recommendation from Focus group of residents set up to review the process.</p> <p><b>January 2010 update:</b></p>	<p>✓ Ongoing</p>

	<p>Reminder of future changes delivered via Christmas collection postcards w/c 16th November 2009. Recycling booklets will be delivered in March 2010 (actual date to be confirmed) via Royal Mail.</p>		
11	<p>Increase communication with local residents wherever possible to encourage reducing, reusing and recycling. For example, ensuring local residents are aware that they can request more recycling boxes free of charge.</p> <p><b>Officer Comment:</b> Information on web site and the waste collection calendar also via the Customer Service Centre (CSC). Various consultation days planned around the District at various Parish Council offices.</p> <p><b>March Update:</b> Project team set up to develop co-mingled service from April 2010. This will allow additional and greater volumes of materials to be recycled. Publicity throughout the year will continue to promote these changes.</p> <p><b>October update:</b> Current round of communication for co-mingled collection system includes further publicity about various options for recycling.</p> <p><b>January 2010 update:</b> Reminder of future changes delivered via Christmas collection postcards w/c 16th November 2009.</p>		✓ Ongoing
14	<p>Updates relating to the refuse and recycling service be included in Members' Bulletins.</p> <p><b>Officer Comment:</b> Update on green waste collection charges followed by information pack to be distributed to all members during October 2008.</p> <p><b>March Update:</b> Any changes to the service are promoted through the members' bulletin or direct email contact.</p>		✓ Ongoing

15	<p><b>October update:</b> Members' presentation evening in July provided all Members and Parish Councils with information pack of service changes. Regular bulletins in various publications throughout year including Bromsgrove Together, Members Bulletin, local press.</p> <p>The Head of Street Scene and Waste Management be requested to further investigate the effectiveness of various vehicle tracking and communication systems with a view to trialling a model in the future.</p> <p><b>Officer Comment:</b> Meetings are being held with various companies offering tracking and communication systems to identify the most appropriate system to use. Once this is established a trial will be undertaken.</p> <p><b>March Update:</b> Trial ongoing regular meetings with suppliers to determine value for money (VFM) of system.</p> <p><b>June Update:</b> The vehicle tracking system has been trialled on 2 vehicles over the winter months. The monitoring of the system has determined that there is no business case to purchase such a system at present but we continue to monitor prices of such systems which are becoming cheaper and more efficient.</p> <p><b>October update:</b> No further update</p>	

Abbreviations:

APSE = Association of Public Sector Excellence  
BITS = Business Improvement Techniques  
CSC = Customer Service Centre  
Defra = Department for Environment, Food and Rural Affairs  
MRF = Materials Reclamation Facility  
NEW College = North East Worcestershire College

NVQ = National Vocational Qualification  
PSNET = The Public Services Network  
RDI = Resource Development International  
VFM = Value for Money  
WAMITAB = Waste Management Industry Training Advisory Board

\*Note: "Rec. No." is the Recommendation Number as given within an Overview and Scrutiny Report compiled by a Task Group

## **Cabinet Response to the Scrutiny Board Report on Hot Food Takeaways**

### Introduction

At the Cabinet meeting on 2nd December 2009 consideration was given to the report of the Scrutiny Board on Hot Food Takeaways. The Leader welcomed the Chairman of the Scrutiny Board, Councillor D. L. Pardoe to the meeting and invited him to introduce the report. Councillor Pardoe briefly explained the work which the Board had carried out and the approach they had taken. He thanked members and officers for the work they had undertaken.

### Response to Recommendations

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

#### **Recommendation 1**

That the Cabinet task the Strategic Planning Department to scope the extent to which the issues identified in this report contribute to the negative impact on sense of community and well being and the environment and how these issues can be addressed by the adoption of a Supplementary Planning Document on hot food takeaways and present a report detailing their findings and draft policy to the Cabinet.

[The Cabinet approved this recommendation](#)

#### **Recommendation 2**

That the Cabinet refer consideration of the adoption of a draft Supplementary Planning Document on hot food takeaways to the Local Development Framework Working Party to be included as an agenda item and considered at the next scheduled meeting of the Local Development Framework Working Party.

[The Cabinet approved this recommendation](#)

#### **Recommendation 3**

That the Cabinet direct officers to carry out further research into healthy eating/ healthy lifestyles and the means by which through working with partners in the LSP the Council could contribute to delivering services to address the LAA targets on obesity in children, mortality rate from circulatory diseases for under 75s, adult participation in sport and children and young people's participation in

high-quality PE and sport. The Board further recommends that a report detailing the findings of the research is presented to Cabinet by June 2010.

[The Cabinet approved this recommendation.](#)

The Leader thanked Councillor Pardoe for his attendance.

Councillor Mrs J. Dyer M.B.E.

**Portfolio Holder for Planning**

## BROMSGROVE DISTRICT COUNCIL

### SCRUTINY BOARD

26th JANUARY 2010

#### MEETING THE CHALLENGES OF CLIMATE CHANGE

Responsible Portfolio Holder	Councillor G. Denaro
Responsible Head of Service	Mrs. C. Felton – Head of Legal, Equalities and Democratic Services
Non-Key Decision	

#### 1. SUMMARY

- 1.1 The purpose of this report is to advise Members of progress regarding the topic on the Scrutiny Board work programme, Meeting the Challenges of Climate Change.

#### 2. RECOMMENDATION

- 2.1 That the Board receive a presentation on Climate Change Mitigation at the meeting to be held on Thursday 25th February 2010.
- 2.2 That Members endeavour to attend the Modern Councillor Programme Event “Climate Change Condensed” on 16th February 2010.

#### 3. BACKGROUND

- 3.1 Meeting the Challenges of Climate Change was initially put forward as a possible topic for the Overview & Scrutiny Board Work Programme by the Assistant Chief Executive at the Corporate Management Team meeting on 18th August 2009.
- 3.2 Members subsequently identified Meeting the Challenges of Climate Change as a suitable item for the Scrutiny Board Work Programme at the Work Planning Workshop held on 6th October 2009.
- 3.3 The Work Programme was agreed by Members at the Scrutiny Board meeting on 27th October 2009 and Members requested that the item Meeting the Challenges of Climate Change be looked into in more depth, after receipt of an initial report/presentation.
- 3.4 At the meeting of the Scrutiny Board on 24th November 2009 Members requested that officers arrange for a presentation to be given by the Council’s Climate Change Officer in relation to the item Meeting the Challenges of Climate Change at the meeting of the Scrutiny Board to be held on 26th January 2010. It was raised at the meeting that there was

some Member training due to be given on climate change but at the meeting the date of the training was not known.

3.5 Since the Scrutiny Board meeting officers have liaised with the Climate Change Officer, Ceridwen John and the Learning & Organisation Development Manager regarding the training session. It has been confirmed that the training session for Members will take place on Tuesday 16th February 2010. Further details are attached at Appendix 1.

3.6 Members of the Board are encouraged to attend the training session on 16th February 2010. In the meantime the Climate Change Officer has suggested that it would be more helpful for Members if her presentation to the Scrutiny Board is deferred until the next meeting of the Scrutiny Board on 25th February 2010.

#### **4. FINANCIAL IMPLICATIONS**

4.1 There are no financial implications directly relating to this report.

#### **5. LEGAL IMPLICATIONS**

5.1 There are no legal implications directly relating this report.

#### **6. COUNCIL OBJECTIVES**

6.1 Climate Change is linked to Council Objective Four – Environment. From April 2010 the Council will be operating under new objectives which will include “Priority CO4 – Clean Streets and Climate Change”.

#### **7. RISK MANAGEMENT INCLUDING HEALTH & SAFETY CONSIDERATIONS**

There are no direct risks associated with this report.

#### **8. CUSTOMER IMPLICATIONS**

8.1 None for the purpose of this report.

#### **9. EQUALITIES AND DIVERSITY IMPLICATIONS**

9.1 There are no implications directly relating to this report for the Council’s Equalities and Diversity Policies.

#### **10. VALUE FOR MONEY IMPLICATIONS**

10.1 None for the purpose of this report.

#### **11. CLIMATE CHANGE AND CARBON IMPLICATIONS**

11.1 There are no implications directly relating to this report for the Council's Climate Change and Carbon policies.

**12. OTHER IMPLICATIONS**

Procurement Issues None
Personnel None
Governance/Performance Management None
Community Safety including Section 17 of Crime and Disorder Act 1998 None
Policy None
Biodiversity None

**13. OTHERS CONSULTED ON THE REPORT**

Portfolio Holder	No
Chief Executive	No
Executive Director - Partnerships and Projects	No
Executive Director - Services	No
Assistant Chief Executive	Yes
Head of Service	Yes
Head of Financial Services	No
Head of Legal, Equalities & Democratic Services	Yes
Head of Organisational Development & HR	No
Corporate Procurement Team	No

**14. WARDS AFFECTED**

All Wards

**15. APPENDICES**

Appendix 1 – Details of Member Training on Climate Change

**16. BACKGROUND PAPERS**

None

**CONTACT OFFICER**

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Tel: (01527) 881443

DATE	SUBJECT	WHO SHOULD ATTEND?	TRAINER	VENUE	TIMING
Tuesday 16/2/10	<b>Climate Change Condensed</b>	<p><b>For all Members</b> This workshop covers everything you've ever wanted to know about Climate Change, but were too afraid to ask!</p> <p>The workshop offers fresh perspectives on Climate Change in a lively, fast-paced and interactive style - share concerns and ideas about council action on this issue.</p> <p>Key questions answered: If the science is so certain, why do so many people remain unconvinced? How will climate change affect the UK and the rest of the world? Can it be stopped and who should do it?</p> <p><b>This is a joint event with Redditch</b></p>	Chris Church from Climate Change Information Network (COIN) <a href="http://www.COINet.org.uk">www.COINet.org.uk</a>	Council Chamber	6pm to 9pm

To book your place, please contact either Jayne Brown (01527 881278; [j.brown@bromsgrove.gov.uk](mailto:j.brown@bromsgrove.gov.uk)) or Helen Parkinson (01527 881274; [h.parkinson@bromsgrove.gov.uk](mailto:h.parkinson@bromsgrove.gov.uk))

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# Agenda Item 8

## SCRUTINY BOARD

### WORK PROGRAMME

#### 26TH JANUARY 2010

This Work Programme consists of two sections: Items for future meetings (including updates) and Task Group Reviews.

#### **RECOMMENDATIONS:**

(a) To consider and agree the work programme and update it accordingly.

#### ITEMS FOR FUTURE MEETINGS (INCLUDING UPDATES)

<b>Subject</b>	<b>Date of Consideration</b>	<b>Other Information</b>
Recommendation Tracker <i>- Permanent Item -</i>	26th January 2010	A quarterly report monitoring the implementation of scrutiny recommendations. The next tracker report is due to be considered by the Board on 26th January 2010.
Improving Residents' Satisfaction Task Group	26th January 2010 (to be included at each meeting until completion)	Update on investigations so far.
Report from the quarterly meeting between the Leader and Chairman of Scrutiny Board <i>-Permanent Item –</i>	Next meeting date to be confirmed	Verbal update on discussion between Chairman of the Scrutiny Board and the Leader due to be considered by the Board.
Meeting the Challenges of Climate Change	25th February 2010	Presentation by Climate Change Officer
The Arts and Events Strategy 2010/11	23rd March 2010	
Call-In Procedure Review	28th April 2010	It states in the Constitution that the provisions relating to call-in and urgency should be monitored annually. Therefore, the Scrutiny Board will need to review the process to ensure it is fit for purpose.
The Corporate Safeguarding Policy (Children and Vulnerable Adults)	Deferred – new date to be confirmed	

Economic Regeneration Policy	To be confirmed	
Engaging with Young People in Bromsgrove	To be confirmed	Members to identify evidence to be considered for this item.
Anti-social Drinking & Alcohol Admissions to Hospitals	To be confirmed	Members to identify evidence to be considered for this item.
Street Trading Consent Policy	To be confirmed	Identified as a future item to be included in the Scrutiny Board Work Programme at the Scrutiny Board Meeting held on 24th November 2009.

### SCRUTINY TASK GROUP REVIEWS

<b>Task Group</b>	<b>Date of Review (when Task Group is due to reconvene)</b>
Refuse and Recycling (including VFM)	July 2010

Future Scrutiny Board Meeting Dates:

25th February 2010 (Thursday)

23rd March 2010

22nd April 2010 (Thursday)