

BROMSGROVE DISTRICT COUNCIL

OVERVIEW BOARD

4th January 2011

RECOMMENDATION TRACKER REPORT

1. SUMMARY

This Recommendation Tracker lists all recommendations made by the Overview Board (including Task Group recommendations) until implementation is complete. The Recommendation Tracker should for each recommendation detail the following information:

- whether the recommendation was agreed by Cabinet (the Cabinet Decision),
- the relevant Cabinet Portfolio Holder,
- which department or agencies will be implementing the agreed recommendations;
- when the agreed recommendations are expected to be implemented by; and
- key outcomes resulting from implementation.

Supplementary evidence to show the outcomes achieved, such as exhibits, photographs, commentary or testimony from external agencies and service users is encouraged to be presented to the Board as a presentation.

The recommendations are grouped in date order and by topic.

2. RECOMMENDATIONS

- 2.1 That the Board notes the Quarterly Recommendation Tracker and agrees to the removal of any items which have been completed.

Recommendations by the Overview Board: 1st June 2010

TOPIC:	COMMUNITY INVOLVEMENT IN LOCAL DEMOCRACY TASK GROUP
PORTFOLIO HOLDER:	Cllr G Denaro – Finance and Resources
HEAD OF SERVICE:	Claire Felton – Head of Legal Equalities and Democratic Services

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed
1	An Invitation to Attend That the publication of meeting times and venues of the Council, the Cabinet, Overview and Scrutiny and other statutory public meetings be enhanced, with an invitation for the public to attend, including a regular slot publicising meetings in the Together Bromsgrove magazine.	April 2011	Ongoing
	Cabinet Decision: AGREED by Cabinet		
	<u>Outcomes</u> We will start doing this in the next edition (March 2011); however, through the Older Person's Directory "Together Bromsgrove Plus" we demonstrated the civic role that residents can play. We did this through a case study of a local councillor Janice Boswell who is also a community champion. We also encouraged older residents to 'Make a Difference' and get involved in local democracy.		
2	Councillor Calls for Action That the Council adopt a procedure for dealing with Council Calls for Action to work in concert with the procedures for Councillor Casework Enquiries and providing recourse to Overview and Scrutiny.	April 2011	
	Cabinet Decision: AGREED by Cabinet		
	<u>Outcomes</u> This will be considered within the annual review of the procedure in April 2011.		

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed
3	Promoting Democracy That event stalls be more widely used to promote democracy, to become registered to vote and get involved, including a stall to be set up in the Bromsgrove High street market, in supermarkets and community events.	April 2011	Ongoing
	Cabinet Decision: AGREED by Cabinet		
	Outcomes We are proposing to hold a Democracy Week from 28 th February to 5 th March 2011 (see action 11) which will include a stall at the Saturday market, a presence at the International Women's Day event in the Spadesbourne Suite and hopefully stalls at local supermarkets.		
4	Cyber Democracy That the local democracy pages of the Council website be reviewed to improve the content and to add summary information on how local democracy works in Bromsgrove and how people can get involved, with a special webpage site for the Democracy Year Campaign.	April 2011	Ongoing
	Cabinet Decision: AGREED by Cabinet		
	Outcomes <i>See Item 17 of the attached Democracy Campaign Action Update</i>		
5	Consultation Portals That the Council's website use consultation portals to gauge opinion on topics of local interest and local decisions and a means to engage and consult the public in the local democratic decision making process.	April 2011	Ongoing
	Cabinet Decision: AGREED by Cabinet		
	Outcomes The Senior Policy & Performance Officer is having Web Editor training in the first week of January so that the Consultation Portal content can be linked to the website. The members of the Community Engagement group that meet quarterly are also going to look at how we utilise and promote the resource.		

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed
6	Young Citizens Webpage That a Young Citizen page be included on the Council Internet site specifically aimed at young people, with fun and exciting content, explaining the democratic process and how to get involved.	April 2011	Ongoing
	Cabinet Decision: AGREED by Cabinet		
	Outcomes The provisional copy for the webpages has been produced, but it is hoped that members of the Children & Young People's Shadow Board (potentially to be called Youth Voice) will take on the development of the website as a project for which they could receive accreditation. It is likely that this would be possible in 2011/12, as we want to give the young people enough time to engage with the project. Being produced with young people will give the content more relevance and credibility.		
7	Public Petitions That the Council adopt a petitions scheme, procedure and guidance to set out how petitions and e petitions will be dealt with and the arrangements for receiving petitions.	July 2010	✓
	Cabinet Decision: AGREED by Cabinet		
	Outcomes This has been put in place and e petitions are now available on the website.		
8	Citizenship That the Head of Legal, Equalities and Democratic Services be asked to liaise with Bromsgrove secondary schools to co-ordinate with the Citizenship curriculum being followed in the respective schools to find ways in which the District Council can support the curriculum.	April 2011	Ongoing
	Cabinet Decision: AGREED by Cabinet		
	Outcomes The Senior Policy & Performance Officer has been out to Haybridge High School		

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed				
	with District and County Councillors to do presentations and workshops as part of their citizenship curriculum. It is hoped this will be taken up by other schools and that the proposed Democracy Week will support the citizenship curriculum. Meetings with both Haybridge and Woodrush High Schools are scheduled for the start of January to look at how they can support Democracy Week.						
9	<p>School Councils That the Council work in partnership with Bromsgrove secondary schools to facilitate the Schools Councils' constitutional arrangements and arrangements for making recommendations to the appropriate local decision making bodies.</p> <table><tr><td>Cabinet Decision:</td><td>AGREED by Cabinet</td></tr><tr><td colspan="2"><p><u>Outcomes</u> The secondary schools in the District will be approached as part of the establishment of the Children & Young People's Shadow Board (potentially to be called Youth Voice) so the they are represented on the group and can bring forward / take back relevant issues. The Senior Policy & Performance Officer is hoping to meet with the County youth worker that supports the development of School Councils in the New Year.</p></td></tr></table>	Cabinet Decision:	AGREED by Cabinet	<p><u>Outcomes</u> The secondary schools in the District will be approached as part of the establishment of the Children & Young People's Shadow Board (potentially to be called Youth Voice) so the they are represented on the group and can bring forward / take back relevant issues. The Senior Policy & Performance Officer is hoping to meet with the County youth worker that supports the development of School Councils in the New Year.</p>		April 2011	Ongoing
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10	<p>U Decide That the Council investigate the possibility of running a further U Decide or similar event in 2011 to involve young people in making decisions on local projects.</p> <table><tr><td>Cabinet Decision:</td><td>AGREED by Cabinet</td></tr><tr><td colspan="2"><p><u>Outcomes</u> As the national funding which was administered by the County Council has been un-ring fenced and as such will not be available for 2011 onwards, we are exploring the possibility of running a U Decide 'Youth Bank'. It is hoped that this will be a major project for the Youth Voice members, who could take on the role of Bankers.</p></td></tr></table>	Cabinet Decision:	AGREED by Cabinet	<p><u>Outcomes</u> As the national funding which was administered by the County Council has been un-ring fenced and as such will not be available for 2011 onwards, we are exploring the possibility of running a U Decide 'Youth Bank'. It is hoped that this will be a major project for the Youth Voice members, who could take on the role of Bankers.</p>		April 2011	Ongoing
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11	A Democracy Year Campaign That there be a Democracy Year Campaign to link together all the events for democracy year under the banner of promoting and involving people in local democracy.	April 2011	Ongoing
	Cabinet Decision: AGREED by Cabinet		
	<u>Outcomes</u> The Democracy Year Campaign is underway- a logo has been produced and it has been promoted through Together Bromsgrove. We have undertaken a Community Clean-up in Sanders Park with young people, held sessions at Haybridge High School with around 140 students and continued to develop a young persons Democracy publication. It has also been proposed that we hold a Democracy Week from 28 th February to 5 th March 2011 to promote democracy in its widest sense across the district. Officers have met and the Senior Policy & Performance Officer has meetings scheduled with the Community Engagement Officer for Worcestershire County Council, NEW College, Haybridge High School, Woodrush Community High School, Extended Services, the Trunk and Worcestershire Participation & Engagement Team. There have also been provisional meetings to arrange a promotional market stall during the week, consultation with the Equality & Diversity Forum and Children & Young People's Theme Group and around the International Women's Day celebrations, and how they can contribute to the campaign. We also hope to produce displays about U Decide 2010 and the Budget Jury 2010, which were very well received examples of the public being directly involved in democracy, and were covered by the local media.		
12	A Democracy Champion That a Member of the Council be nominated Democracy Champion for one year to Champion local democracy.	April 2011	
	Cabinet Decision: AGREED by Cabinet		
	<u>Outcomes</u>		

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed
	<i>See item 2 of the attached Democracy Campaign Action Update</i>		
13	<p>Democracy Campaign Emblem That an emblem be designed for the Democracy Year Campaign to be used as a part of a democracy year campaign and used on all communications for Democracy Year.</p> <p>Cabinet Decision: AGREED by Cabinet</p> <p><u>Outcomes</u> The logo has been designed and used in publications.</p>	April 2011	✓
14	<p>Democracy Year Campaign Steering Group That there be convened a Democracy Year Campaign steering group, to meet at least 4 times a year during 2010-11, to co-ordinate the Democracy Year Campaign events and activities.</p> <p>Cabinet Decision: AGREED by Cabinet</p> <p><u>Outcomes</u> The steering group has been formed and have met on several occasions and set up an action plan.</p>	July 2010	Ongoing
15	<p>Celebrating Democracy That Democracy Year include programmed events to concord with other relevant events in the Council events programme, including International Women's Day 2011, including a celebration of women's suffrage and the history of women's suffrage and Black History Month 2010 celebrating the history and achievements of the black civil rights movement in the USA, South Africa, the British Commonwealth and other parts of the world.</p> <p>Cabinet Decision: AGREED by Cabinet</p> <p><u>Outcomes</u> The proposed Democracy Week will incorporate the International Women's Day 2011, and displays around democracy will be produced for display in the Council House and potentially at other events.</p>	April 2011	Ongoing

Recommendations by the Overview Board: 2nd February 2010

TOPIC:	OLDER PEOPLE TASK GROUP
PORTFOLIO HOLDER:	Cllr Mrs M Sherrey – Older People, the Young and Vulnerable People.
HEAD OF SERVICE:	Hugh Bennett - Director of Policy, Performance and Partnerships

*Rec. No.	Detail of Recommendation and Updates		Implementation to take place by	Tick if completed
1	UK Older People's Day (a) that the Council be requested to build on the success and continue to promote and celebrate UK Older People's Day throughout the Council and via the Council's Communications Plan; and that a Member/officer working group be developed to drive future promotions/events and provide an ongoing focus on older people. (b) That the Portfolio Holder for Older People, the Young and Vulnerable People be requested to investigate funding opportunities for future events to be held throughout the District.		October 2010	Ongoing
	Cabinet Decision:	AGREED by Cabinet		
	<u>Outcomes</u> Building on the Older Person's Services Directory, the Council launched the Directory on Older People's Day and had a stall at the market in Bromsgrove Town. Further funding is always being sought, but no funding opportunities have been successfully identified at this stage.			

*Rec. No.	Detail of Recommendation and Updates		Implementation to take place by	Tick if completed
2	Free Swimming at the Dolphin Centre (a) That following the expiry of the Grant funded Free of Charge (FOC) swimming scheme for 60 plus residents, the Deputy Head of Street Scene and Community be requested to review the impact the service has had on the health of those participating. (b) That in partnership with NHS Worcestershire and other key members of the Local Strategic Partnership (LSP), Health and Well Being Theme Group, the Deputy Head of Street Scene and Community be requested to produce a report for Members to identify the key successes and failures of the scheme, make recommendations for the future provision to include additional funding opportunities, changes to the structure of the provision, key performance indicators required moving forward and, if required, alternative methods of service delivery.		June 2011	
	Cabinet Decision:	AGREED by Cabinet		
	<u>Outcomes</u> <i>The Task Group is due to be reviewed in March 2011 and a full update will be provided within that report.</i>			
3	Gym Facilities at the Dolphin Centre That the Portfolio Holder for Community Services and the Deputy Head of Street Scene and Community be requested to scope the possibility of introducing a dedicated gym session programme for the 50+ age group to encourage greater use from this market segment and report back to the Older People Theme Group within 6 months.		December 2012	
	Cabinet Decision:	AGREED by Cabinet		
	<u>Outcomes</u> <i>The Task Group is due to be reviewed in March 2011 and a full update will be provided within that report.</i>			

*Rec. No.	Detail of Recommendation and Updates		Implementation to take place by	Tick if completed
4	Community Transport Services (BURT) (a) That the Portfolio Holder for Community Services and the Head of Community Services be requested to assess the service after one year, using the Council's project management framework, to determine usage, costs and feedback from users of the scheme in order to ensure continuous improvement. (b) That the Portfolio Holder for Community Services and the Head of Community Services when assessing feedback from users establish if there is a need to expand the Community Transport Service to a wider area and that the Head of Community Services be requested to continue to raise awareness and promotion of the service.		September 2010	
	Cabinet Decision:	AGREED by Cabinet		
	<u>Outcomes</u> <i>The Task Group is due to be reviewed in March 2011 and a full update will be provided within that report.</i>			
5	The TRUNK That Members continue to work with the TRUNK and utilise future developments at the Centre – drop in sessions, surgeries and the core group of (resident) advocates as a means of communicating, informing and updating residents on the Council's service provision.		March 2011	
	Cabinet Decision:	AGREED by Cabinet		
	<u>Outcomes</u> <i>The Task Group is due to be reviewed in March 2011 and a full update will be provided within that report.</i>			

*Rec. No.	Detail of Recommendation and Updates	Implementation to take place by	Tick if completed
6	<p>Older People's Strategy for Worcestershire That the Portfolio Holder for Older People, the Young and Vulnerable People and the Director for Policy, Performance and Partnerships be requested to continue to work with the Worcestershire County Council, Joint Commissioning Officer on the revised Older People's Strategy for Worcestershire, with Bromsgrove as a possible pilot district, to ensure there is a Bromsgrove District dimension and that the services provided by the Council and its partners are responsive to the emerging challenges of the changing demographics.</p>	May 2010	✓
	<p>Cabinet Decision: AGREED by Cabinet</p>		
	<p>Outcomes Meetings have been held with the County Council on this agenda, in particular, around developing the Older Person's Services Directory. We intend to meet again in the New Year to identify what next.</p>		
7	<p>Mapping Exercise (a) The Older People Theme Group Chairman be requested to develop the mapping exercise currently being undertaken in liaison with the Health and Well Being Team, Worcestershire County Council to identify any gaps and complete the mapping exercise by 31st July 2010. (b) That the Director for Policy, Performance and Partnerships and the Older People Theme Group Chairman continue to continue to liaise with the Health and Well Being Team, Worcestershire County Council to promote existing services offered and to take an active role in the development of future scheme and re-commissioning of low level services for Bromsgrove District and work with community groups to set up sustainable initiatives with partner agencies.</p>	August 2010	Ongoing
	<p>Cabinet Decision: AGREED by Cabinet</p>		
	<p><i>It was noted that whilst the Older People Theme Group was no longer in existence, the work would be undertaken across the other Local Strategic Partnership Theme Groups and in conjunction with the Champion for Older People.</i></p>		

*Rec. No.	Detail of Recommendation and Updates		Implementation to take place by	Tick if completed
	<u>Outcomes</u> Anne Sowton (BARN) always struggled to complete this work due to a lack of resource. The Older Person's Services Directory has in many ways mapped what is available to residents in the District. We recognise that the Directory is too Bromsgrove town centric at the moment. Work in the New Year will involve building up knowledge on services available in the more rural parts of the District, so that a new edition, funding permitting, will be more Bromsgrove District wide.			
8	A – Z Directory (a) That the Portfolio Holder for Older People, the Young and Vulnerable People and the Director for Policy, Performance and Partnerships be requested to scope funding to publish an A-Z directory of services available for older people in the Bromsgrove District, to be sustainable so as to keep it up to date. That the Director for Policy, Performance and Partnerships be tasked to produce the directory within 12 months and report back to the Cabinet. (b) That the A-Z directory be made available on the Council's Internet and Intranet Sites, a copy to be held at the Customer Service Centre and that Customer Service Centre advisors be requested to use the directory to signpost older people.		(a) March 2011 (b) October 2010	Ongoing
	Cabinet Decision:	AGREED by Cabinet		
	<u>Outcomes</u> Directory completed, but needs to be made available on the Internet.			

*Rec. No.	Detail of Recommendation and Updates		Implementation to take place by	Tick if completed
9	Information Management (a) That the Council's website and Connect site be regularly reviewed and updated with service information, contact details and particularly when staff changes occur and that consideration be given to a dedicated page for older people with links to related internet sites. (b) That any future mystery shopper exercises include a test of services to older people.		(a) October 2010 (b) TBC	
	Cabinet Decision:	AGREED by Cabinet		
	<u>Outcomes</u> <i>The Task Group is due to be reviewed in March 2011 and a full update will be provided within that report.</i>			
10	Older People's Champions That a Member/officer working group comprising the Director of Policy, Performance and Partnerships and the Portfolio Holder for Older People, the Young and Vulnerable People be established to further explore Age Concern's, Best Practice and scope working with partner agencies to promote the introduction of "Older People's Champions" in each Parish who can disseminate information on available services and accessibility to residents in the Town Centre and surrounding areas within the Bromsgrove District.		October 2010	Ongoing
	Cabinet Decision:	AGREED by Cabinet		
	<u>Outcome</u> It was agreed with the Portfolio Holder to defer this and concentrate on the production of the Older Person's Services Directory. We intend to meet in the New Year to start work on the idea of "older people's champions".			

*Rec. No.	Detail of Recommendation and Updates	Implementation to take place by	Tick if completed
11	Older People's Housing Strategy for Worcestershire That the Director for Policy, Performance and Partnerships and the Strategic Housing Manager be requested to ensure that any opportunities to assist in meeting the aims and objectives being developed for the newly revised Older People's Housing Strategy for Worcestershire be explored at a local level.	March 2011	Ongoing
	Cabinet Decision: AGREED by Cabinet		
	<u>Outcomes</u> We are due to meet early in the New Year.		
12	Housing That the Portfolio Holder for Regulation, Strategic Housing and Climate Change and the Strategic Housing Manager be requested to ensure there is an appropriate housing mix and that older people's needs are catered for within the housing market as identified in the Bromsgrove Sustainable Community Strategy 2010-2013, Stronger Communities and the Bromsgrove Housing Market Assessment 2008.	March 2011	
	Cabinet Decision: AGREED by Cabinet		
	<i>The Cabinet endorsed the desire to ensure there is an appropriate housing mix in the District and that older people's needs are catered for but felt that the limitations on the Council's ability to achieve this must be recognised and requested the Portfolio Holders, the Strategic Housing Manager and the Strategic Planning Manager to ensure that all appropriate steps were taken to achieve the aim of the recommendation.</i>		
	<u>Outcomes</u> <i>The Task Group is due to be reviewed in March 2011 and a full update will be provided within that report.</i>		
13	Lifeline That the Head of Street Scene and Waste Management be requested to continue to promote the Lifeline Service, including the range of monitoring	October 2010	

*Rec. No.	Detail of Recommendation and Updates	Implementation to take place by	Tick if completed
	equipment available and that the quarterly lifeline newsletter be used to promote and inform residents of other services and benefits available.		
	Cabinet Decision: AGREED by Cabinet		
	Outcomes <i>The Task Group is due to be reviewed in March 2011 and a full update will be provided within that report.</i>		
14	Benefit Service (a) That the Portfolio Holder for Resources and the Benefit Service Manager be requested to continue to raise awareness of the Benefit Service and proactively engage or seek elderly residents who are not claiming benefits by attending residents meetings, providing information surgeries and use of other service area meetings to find out how to reach or inform residents of the benefit service. (b) That the Portfolio Holder for Resources and the Benefit Service Manager be requested to continue to work with the relevant service areas within the Council to issue information to residents in receipt of council tax benefit.	March 2011	
	Cabinet Decision: AGREED by Cabinet		
	Outcomes <i>The Task Group is due to be reviewed in March 2011 and a full update will be provided within that report.</i>		
15	Employment (a) That the Portfolio Holder for Community Services and the Director of Policy, Performance and Partnerships be requested to explore opportunities to inform and educate young people regarding pension information. (b) That the Director of Policy, Performance and Partnerships be requested to liaise with the Local Strategic Partnership – Partners to explore opportunities of raising employees' awareness on pension information.	March 2012	Ongoing
	Cabinet Decision: AGREED by Cabinet		
	Outcomes Further action is required on this, but we made a start by putting an article in the Older People's Directory, featuring none other than the Director of PPP himself		

*Rec. No.	Detail of Recommendation and Updates	Implementation to take place by	Tick if completed
	and his Dad! This focused on the advice given by Dad to son about joining the Local Government Pension Scheme. Although a start, we need to find ways of communicating with a younger audience.		
16	<p>Adult Learning Opportunities That the Portfolio Holder for Older People, the Young and Vulnerable People be requested to work closer with the Adult Learning Team, Worcestershire County Council in order to be familiar with and to promote the adult learning packages available.</p> <p>Cabinet Decision: AGREED by Cabinet</p> <p><u>Outcomes</u> <i>The Task Group is due to be reviewed in March 2011 and a full update will be provided within that report.</i></p>	October 2010	
17	<p>Funding Opportunities That the Director for Policy, Performance and Partnerships be requested to investigate ways in which officers can keep up to date with funding developments and utilise the skills of officers to bid for future funding when appropriate.</p> <p>Cabinet Decision: AGREED by Cabinet</p> <p><u>Outcomes</u> We have an SLA with BARN and BARN use a database called "Grant Finder".</p>	TBC	✓
18	<p>Worcestershire County Council Highways Department That the Head of Street Scene be requested to liaise with and obtain information from Worcestershire County Council, Highways Department on the current work programme and future work schedule for Bromsgrove District regarding renewal and repairs of pavements and the identification of areas requiring additional dropped curbs within Bromsgrove District, more specifically the Town Centre and areas around sheltered accommodation.</p> <p>Cabinet Decision: AGREED by Cabinet</p>	April 2010	

*Rec. No.	Detail of Recommendation and Updates	Implementation to take place by	Tick if completed
	<p><i>It was also requested that this Council's representatives on the Highways Partnership Forum be requested to raise the issues with the Forum.</i></p> <p><u>Outcomes</u> <i>The Task Group is due to be reviewed in March 2011 and a full update will be provided within that report.</i></p>		
19	<p>Future Vision</p> <p>(a) That the Portfolio Holder for Older People, the Young and Vulnerable People be requested to ensure that the views of older people in Bromsgrove are valued, shared and promoted within all service areas of the Council and negative perceptions of older people are challenged.</p> <p>(b) That the Director for Policy, Performance and Partnerships be requested to ensure that the Council achieves more formal engagement with Bromsgrove Older People's Forum.</p> <p>(c) That officers take into account the Communities and Local Government, Lifetime Homes, Lifetime Neighbourhoods strategy and other relevant evidence and strategies when formulating new policies.</p> <p>(d) That as part of the Council's decision to pilot Mosaic, it is used to target relevant marketing materials to older people.</p> <p>(e) That older people be considered as a possible priority in the Corporate Communications Strategy.</p> <p>Cabinet Decision: AGREED by Cabinet</p> <p><u>Outcomes</u></p> <p>B) Formal engagement is likely to focus on the idea of older people's champions. This will start in the New Year. <i>The Task Group is due to be reviewed in March 2011 and a full update will be provided within that report.</i></p>	November 2010	Ongoing

*Rec. No.	Detail of Recommendation and Updates	Implementation to take place by	Tick if completed
20	Older People's Strategy for Worcestershire – Phase 2 That the Overview Board be tasked with initiating, when appropriate, an investigation on the revised Older People's Strategy for Worcestershire, Levels of Inclusion, Levels 3, 4 and 5, which deals with dependency created by older age.	May 2010	
	Cabinet Decision: AGREED by Cabinet		
	<u>OUTCOMES</u> <i>The Task Group is due to be reviewed in March 2011 and a full update will be provided within that report.</i>		

Recommendations by the Overview Board: 3rd November 2009

TOPIC:	THE COMMUNICATIONS STRATEGY REVIEW 2009
PORTFOLIO HOLDER:	Cllr Mike Webb – Community and Customer Engagement
HEAD OF SERVICE:	Hugh Bennett - Director of Policy, Performance and Partnerships

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed
i	that the Mosaic system be employed to inform targeted messages to different groups of residents across the District.	31 July 2010	✓
	Cabinet Decision: AGREED by Cabinet		
	<u>Outcomes</u> MOSAIC has been purchased and a pilot is currently taking place.		
ii	that a simple easy to read breakdown of BDC's responsibilities and service provision be provided periodically at key times of the year to residents to communicate how BDC allocates spending according to residents' priorities and BDC budget allocations, emphasising value for money;	30 November 2010	✓
	Cabinet Decision: AGREED by Cabinet		
	<u>Outcomes</u> We provide information through the Annual Report, which has been designed especially for the Internet site, plus we put information in Together Bromsgrove. We also run a budget jury which was featured in regional TV.		

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed
iii	that more focus be given on communications to local neighbourhoods and communities outside the town centre, including schemes such as the events stalls in town centres and similar to the Bromsgrove District Housing Trust bus, to ensure that BDC communications reach all sections of the community across the District;	30 June 2010	
	Cabinet Decision: AGREED by Cabinet		
	<u>Outcomes</u> A concern was expressed at the time of this recommendation about the communications team's ability to deliver on this. The team have had a very busy year, as a result of projects like: the ORB (new joint RBC/BDC intranet function), Worcestershire Regulatory Services, North Worcestershire EDU, Older Person's Services Directory, in addition to all the regular communications.		
iv	that linkages are enhanced between the Communications Strategy and council services communications needs and other strategic service plans to ensure that council services communications are fully supported through the Communications Strategy and vice versa;	On-going. Communications Strategy update November 2010.	Ongoing
	Cabinet Decision: AGREED by Cabinet		
	<u>Outcomes</u> The Council operates a detailed communications planner. It is not possible to predict every story, but the planner includes an evaluation/lessons learnt section which is reported to Corporate Management Team.		
v	that defined strategic communications processes are established to enhance and facilitate appropriate communications for shared services, including appropriate shared costs and service to service arrangements.	On-going 30 April 2010.	

*Rec. No.	Cabinet Decision / Recommendations		Implementation to take place by	Tick if completed
	Cabinet Decision:	AGREED by Cabinet		
	<u>Outcomes</u> The communications team is now subject to a shared service restructure, which will go live in April 2011. Members should be aware that there will be less resource for communications at both Bromsgrove and Redditch, as a result of the need to make corporate savings.			
	<u>RESOLVED</u> that the Communication Strategy be considered where appropriate during consideration of forthcoming Overview and Scrutiny topics.		November 2010 Cabinet	Ongoing
	Cabinet Decision:	<u>N/A</u>		
	<u>Outcomes</u> A Strategy update was deferred due to the workload of the team and a joint strategy will be produced once the team has become a shared service in April 2011.			

Recommendations by the Overview Board: 6th January 2009

TOPIC:	Air Quality Strategy and Planning Protocol
PORTFOLIO HOLDER:	Cllr Peter Whittaker – Portfolio Holder for Environment and Climate Change
HEAD OF SERVICE:	Steve Jorden – Head of Regulatory Services

*Rec. No.	Cabinet Decision / Recommendations		Implementation to take place by	Tick if completed
	It was recommended that the Cabinet be requested to approve and adopt the Air Quality Strategy and Planning Protocol for Herefordshire and Worcestershire.		4th March 2009	✓
	Cabinet Decision:	AGREED by Cabinet		
	<u>Outcomes</u> The full adoption of this strategy and protocol has assisted in the amount of planning applications, when air quality impacts are relevant in some cases this has led to S106 agreement being agreed to address air quality issues arising from developments.			

Recommendations made by the Overview Board 3rd February 2009

TOPIC:	THE ANTI-SOCIAL BEHAVIOUR AND ALCOHOL FREE ZONES TASK GOUP
PORTFOLIO HOLDER:	Cllr J. Webb – Portfolio Holder for Community Safety
HEAD OF SERVICE:	Angie Heighway – Head of Community Services

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed
1	<u>Recommendation 1</u> - Enhance lines of communication with partners.		✓
	Cabinet Decision: AGREED by Cabinet		
	<u>Outcomes</u> The Community Safety Team and Neighbourhood Wardens work closely with many partner agencies, including West Mercia Constabulary, Crime and Disorder Reduction Partnership and Local Strategic Partnership together with other groups throughout the district. The Council also has numerous links with schools and sports groups with a specific focus on activities, events and education for young people, all of which are promoted to encourage attendance, with press released issued by regularly to enhance the positive publicity.		
2	<u>Recommendation 2</u> - Visible policing within the local community.		✓
	Cabinet Decision: AGREED by Cabinet		
	<u>Outcomes</u> There were 530 reported incidents of anti-social behaviour (AB) during April 2008 to March 2009, whilst during the same period for 2009/10 there were 370 – a reduction of approximately 30%. Furthermore, there has been a 17% reduction of reported ASB incidents in Charford during March 2010, together with a 15% reduction in the first four months of the year as a whole.		

*Rec. No.	Cabinet Decision / Recommendations		Implementation to take place by	Tick if completed
	Whilst the Council has minimal direct input into the allocation of police resources, the figures appear to demonstrate that the West Mercia Constabulary are dealing with ABS in an effective manner and managing the problems associated with it. ASB cannot be eradicated completely so reductions in the number of reported incidents are a positive indication that the issue is being tackled effectively.			
3	<u>Recommendation 3</u> - Introduction of Fixed Penalty Notices as a means of tackling Anti-Social Behaviour.		Not to be implemented	X
	Cabinet Decision:	AGREED by Cabinet		
4	<u>Recommendation 4</u> - Maximise use and effectiveness of CCTV.			✓
	Cabinet Decision:	AMMEDED by Cabinet (see below)		
	The Cabinet requested a review of lighting around CCTV installations to identify if there were any issues and to report back to Cabinet; however, there would be no funding available for additional lighting / CCTV cameras.			
	<u>Outcomes</u> Shortly after the Task Group published its report, a response was received from West Mercia Constabulary to say that no funding would be available for additional lighting/CCTV cameras. However, a planned upgrade to many of the CCTV cameras was underway during the early part of 2009 which modernised the camera system and improved the quality feedback to the Control Room.			