

BROMSGROVE DISTRICT COUNCIL

OVERVIEW & SCRUTINY BOARD

April 2011

RECOMMENDATION TRACKER REPORT

1. SUMMARY

This Recommendation Tracker lists all recommendations made by the Scrutiny 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.

NB: Updated information to be provided at meeting on 5th April 2011

Recommendations by the Joint Overview and Scrutiny Board: 5th October 2010	
TOPIC:	ALVECHURCH MULTI-USE GAMES AREA INQUIRY
PORTFOLIO HOLDER:	Cllr Mike Webb – Community Services
HEAD OF SERVICE:	Angie Heighway – Head of Community Services

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed
1	That the Alvechurch MUGA be left in situ		
	Cabinet Decision: AGREED by Cabinet 3rd November 2010		
	<u>Outcomes</u>		
2	That the Community Safety Officers for Alvechurch make periodic house calls to vulnerable residents living in close proximity to the MUGA.		
	Cabinet Decision: AGREED by Cabinet 30th June 2010		
	<i>Cabinet response – That the Community Support Officers be requested to continue to make periodic house calls to vulnerable residents living in close proximity to the MUGA</i> <u>Outcomes</u>		

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed		
3	That the Alvechurch Community Together (ACT) Trust consider extending the opening hours of the Alvechurch Youth Club until the later time of 10.00 p.m. in the evening for the older teenagers to actively discourage young people from socialising around the MUGA area late in the evening.				
	<table border="1"> <tr> <td data-bbox="315 480 705 539">Cabinet Decision:</td> <td data-bbox="705 480 1536 539">AGREED by Cabinet 3rd November 2010</td> </tr> </table>			Cabinet Decision:	AGREED by Cabinet 3rd November 2010
	Cabinet Decision:			AGREED by Cabinet 3rd November 2010	
<p><i>Cabinet Response – Agreed but wording to be amended to relate to “the Lounge” Drop in Centre.</i></p> <p><u>Outcomes</u></p>					
4	That the Alvechurch Youth Club carry out targeted outreach work on the MUGA itself to engage with the young people who use the site as a social meeting point in the evening after dusk.				
	<table border="1"> <tr> <td data-bbox="315 823 705 882">Cabinet Decision:</td> <td data-bbox="705 823 1536 882">AGREED by Cabinet 3rd November 2010</td> </tr> </table>			Cabinet Decision:	AGREED by Cabinet 3rd November 2010
	Cabinet Decision:			AGREED by Cabinet 3rd November 2010	
<p><i>Cabinet Response – Amend to “that ACT youth workers be requested to carry out targeted outreach work to positively engage young people and encourage them to join the youth club and that youth workers run organised activity sessions at the MUGA.”</i></p> <p><u>Outcomes</u></p>					
5	That the Performance Management Board monitors the levels and types of reported Anti-Social Behaviour at Swanslength over the next 12 months to assess the levels of reported ASB compared to the previous 12 months. This should also be compared to general ASB trends across the district.				
	<table border="1"> <tr> <td data-bbox="315 1273 705 1326">Cabinet Decision:</td> <td data-bbox="705 1273 1536 1326">AGREED by Cabinet 3rd November 2010</td> </tr> </table>			Cabinet Decision:	AGREED by Cabinet 3rd November 2010
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*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed		
	<p><i>Cabinet Response – that the situation be monitored by the relevant Portfolio Holder rather than the Performance Management Board.</i></p> <p><u>Outcomes</u></p>				
6	<p>That Bromsgrove Community Safety Partnership monitors the levels of reported Anti-Social Behaviour around the MUGA to identify emerging issues of ASB and co-ordinate remedial action in partnership with the local police service and the Bromsgrove District Council Community Safety Team.</p> <table border="1" data-bbox="315 635 1536 695"> <tr> <td data-bbox="315 635 705 695">Cabinet Decision:</td> <td data-bbox="705 635 1536 695">AGREED by Cabinet 3rd November 2010</td> </tr> </table> <p><i>Cabinet Response – amend to read “that Bromsgrove Community Safety Partnership continue to monitor”</i></p> <p><u>Outcomes</u></p>	Cabinet Decision:	AGREED by Cabinet 3rd November 2010		
Cabinet Decision:	AGREED by Cabinet 3rd November 2010				
7	<p>That West Mercia Police allocate a higher level of uniformed presence of the Swanslength area between 9 p.m. and 1 a.m. at night.</p> <table border="1" data-bbox="315 938 1536 999"> <tr> <td data-bbox="315 938 705 999">Cabinet Decision:</td> <td data-bbox="705 938 1536 999">AGREED by Cabinet 3rd November 2010</td> </tr> </table> <p><i>Cabinet Response – amend to read “that West Mercia Police be requested to continue monitoring the vicinity of the MUGA after 9 p.m. in the way they did in the summer.”</i></p> <p><u>Outcomes</u></p>	Cabinet Decision:	AGREED by Cabinet 3rd November 2010		
Cabinet Decision:	AGREED by Cabinet 3rd November 2010				
8	<p>That the street lighting located near to the MUGA facility be relocated further away from the MUGA site to discourage this area from being a social meeting point for people in the evening.</p>				

*Rec. No.	Cabinet Decision / Recommendations		Implementation to take place by	Tick if completed
	Cabinet Decision:	AGREED by Cabinet 3rd November 2010		
	<u>Outcomes</u>			
9	That the full length of the perimeter wall running alongside Swanslength be removed and the ground re-banked to remove the makeshift seating that the wall provides for people using the MUGA area as a social meeting point in the evenings.			
	Cabinet Decision:	AGREED by Cabinet 3rd November 2010		
	<u>Outcomes</u>			
10	That a programme of landscaping be completed to create an open space recreation ground to increase visibility of the site and reduce the number of ASB acts that are obscured by undergrowth.			
	Cabinet Decision:	AGREED by Cabinet 3rd November 2010		
	<u>Outcomes</u>			
11	That the seating panels provided as part of the MUGA facility be removed and replaced with blank panels and that the swing frame and seat be removed altogether.			
	Cabinet Decision:	AGREED by Cabinet 3rd November 2010		
	<u>Outcomes</u>			

Recommendations by the Overview Board: 1st June 2010

TOPIC:	COMMUNITY INVOLVEMENT IN LOCAL DEMOCRACY TASK GOUP
PORTFOLIO HOLDER:	Cllr G. N. 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	<p>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.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Cabinet Decision:</td> <td>AGREED by Cabinet 30th June 2010</td> </tr> </table> <p><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.</p>	Cabinet Decision:	AGREED by Cabinet 30th June 2010	April 2011	Scheduled to appear in the June/July edition
Cabinet Decision:	AGREED by Cabinet 30th June 2010				

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed
2	<p>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.</p> <p>Cabinet Decision: AGREED by Cabinet 30th June 2010</p> <p>Outcomes This will be considered within the annual review of the procedure in April 2011. <u>Update March 2011</u> The Overview and Scrutiny Board received and agreed a report on the Councillor Call for Action Procedure Guidelines at its meeting held on 1st March 2011.</p>	April 2011	√
3	<p>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.</p> <p>Cabinet Decision: AGREED by Cabinet 30th June 2010</p> <p>Outcomes We are proposing to hold a Democracy Week from 28th February to 5th March 2011 (see action 11) which will include a stall at the market, school and youth group based activities, a presence at the International Women's Day event in the Spadesbourne Suite and hopefully stalls at local supermarkets.</p>	July 2010	√ Successfully completed

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed
4	<p>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.</p>	April 2011	Ongoing
	<p>Cabinet Decision: AGREED by Cabinet 30th June 2010</p>		
	<p><u>Outcomes</u> <i>See Item 17 of the attached Democracy Campaign Action Update</i></p>		
5	<p>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.</p>	April 2011	Ongoing
	<p>Cabinet Decision: AGREED by Cabinet 30th June 2010</p>		
	<p><u>Outcomes</u> 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.</p>		
6	<p>Young Citizens Webpage That a Young Citizen page be included on the Council Internet site specifically aimed at young people, with fund and exciting content, explaining the democratic process and how to get involved.</p>	April 2011	Ongoing
	<p>Cabinet Decision: AGREED by Cabinet 30th June 2010</p>		

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed
	<p><u>Outcomes</u> 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.</p> <p>Cabinet Decision: AGREED by Cabinet 30th June 2010</p> <p><u>Outcomes</u> This has been put in place and e petitions are now available on the website.</p>		
8	<p><u>Citizenship</u> 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.</p> <p>Cabinet Decision: AGREED by Cabinet 30th June 2010</p> <p><u>Outcomes</u> The Senior Policy & Performance Officer has been out to Haybridge High School 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 and both were involved in Democracy week.</p>	April 2011	<p>√ Completed</p>

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed
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>	April 2011	Ongoing
	<p>Cabinet Decision: AGREED by Cabinet 30th June 2010</p>		
	<p>Outcomes 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 April, subject to changes to youth services at WCC.</p>		
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>	April 2011	Postponed
	<p>Cabinet Decision: AGREED by Cabinet 2010</p>		
	<p>Outcomes 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 explored the possibility of running a U Decide 'Youth Bank'. It was hoped that this would be a major project for the Youth Voice members, who could take on the role of Bankers. However, the youth worker appointed to support the young people's</p>		

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed		
	group will not be in position after March 2011 due to major restructuring of youth support at WCC. The project will be reviewed at the end of 2011, with the hope that something new could be developed for 2012/13.				
11	<p>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.</p> <table border="1" data-bbox="315 619 1536 678"> <tr> <td data-bbox="315 619 705 678">Cabinet Decision:</td> <td data-bbox="705 619 1536 678">AGREED by Cabinet 30th June 2010</td> </tr> </table> <p>Outcomes 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. We held a 28th February to 5th 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 was 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. 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.</p>	Cabinet Decision:	AGREED by Cabinet 30th June 2010	April 2011	√ Complete
Cabinet Decision:	AGREED by Cabinet 30th June 2010				

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed
12	<p>A Democracy Champion That a Member of the Council be nominated Democracy Champion for one year to Champion local democracy.</p>	April 2011	
	<p>Cabinet Decision: AGREED by Cabinet 30th June 2010</p>		
	<p><u>Outcomes</u> <i>See item 2 of the attached Democracy Campaign Action Update</i></p>		
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>	July 2010	Ongoing
	<p>Cabinet Decision: AGREED by Cabinet 30th June 2010</p>		
	<p><u>Outcomes</u> The steering group has been formed and have met on several occasions and set up an action plan.</p>		
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 role in democracy, 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>	April 2011	<p style="text-align: center;">√ Completed</p>

*Rec. No.	Cabinet Decision / Recommendations		Implementation to take place by	Tick if completed
	Cabinet Decision:	AGREED by Cabinet 30th June 2010		
	<u>Outcomes</u> The Democracy Week incorporates the International Women's Day 2011, and displays around democracy were produced for display in the Council House and other events.			

NB: A full update on the Improving Residents' Satisfaction Task Group will be provided within the 12 Month Review Report which will be presented to the Board meeting to be held on 13th June 2011.

Recommendations by the Scrutiny Board: 10th June 2010	
TOPIC:	Improving Residents' Satisfaction Task Group
PORTFOLIO HOLDER:	Councillor R. D. Smith - Portfolio Holder for Community Cohesion and 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
1	That Cabinet understand that achieving a high level of satisfaction is a combination of visible outcomes, good customer service, regular and clear communication and public engagement and requires all aspects of the Council to be fully committed and working to the same outcomes.	Ongoing	
	Cabinet Decision: AGREED by Cabinet 30th June 2010		
	Outcomes		
2	That MORI be invited to present the findings of the Place Survey to Corporate management Team, Officers and all members to demonstrate what are the current perceptions of the Council's services, where they stand in relation to councils with similar demographic and geographic characteristics and where the Council should actually be.	No longer applicable.	
	Cabinet Decision: AGREED by Cabinet 30th June 2010		

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed
	<u>Outcomes</u>		
3	<p>That a small corporate working group (officers) be set up to support the delivery of corporate communications in a standard style, (including strict brand management and style guidelines), for the Council's priority campaigns and develop closer working with the lead teams so that the Communications Team are more involved from the beginning of campaigns.</p> <p>Cabinet Decision: AGREED by Cabinet 30th June 2010</p> <p><u>Outcomes</u></p>	A full review will be carried out in January 2011.	
4	<p>That internal communication is kept high on the agenda, particularly in the light of the shared services and strict budget control. This should also include the regular communication of the Council's achievements to staff;</p> <p>(a) That in order to improve residents' satisfaction with the Council's services regular newsletters be provided to Parish Councils and businesses and Portfolio Holders along with Officers playing a greater visible role in their area of customer interface; and</p> <p>(b) That a web design style is created that is user friendly and embraces the principles of writing in "plain English".</p> <p>Cabinet Decision: AGREED by Cabinet 30th June 2010</p> <p><u>Outcomes</u></p> <p>Each Staff Forum now includes a section on achievements and the Council has a separate Shared Services Communications Plan.</p> <p>(b) Customer First Part 4 training will concentrate on "plain English". Training to take place in 2011/12 (date to be confirmed).</p>	<p>Ongoing</p> <p>(a) December 2010</p> <p>(b) 2011/12</p>	

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed	
5	That a review of the use of the Council's crest and Building Pride logo be carried out in order to increase their useage and promote the message behind them throughout all Council departments and services.	January 2011		
	Cabinet Decision:			AGREED by Cabinet 30th June 2010
	Outcomes			
6	That the Communications Team work more closely with Cabinet, through the Communications Plan in order to identify any difficult decisions at an early stage in order to involve residents as soon as possible.	October 2010		
	Cabinet Decision:			AGREED by Cabinet 30th June 2010
	Outcomes			
7	That the Council Aim for Excellence with Customer Service, to include Customer First parts 4, 5 and 6 and by providing the relevant training to all staff; and (a) That the Director of Policy, Performance and Partnership and the new Head of Customer Service work together to co-ordinate detailed customer feedback on services from both external and internal customers, which will enable the Council to understand how they are doing, what they must do better, why particular services are not used or why customers may have stopped using the services.	2011/12 (a) September 2011		
	Cabinet Decision:			AGREED by Cabinet 30th June 2010
	Outcomes			

Recommendations by the Scrutiny Board: 24th November 2009

TOPIC:	Hot Food Takeaways Investigation
PORTFOLIO HOLDER:	Councillor Mrs J. Dyer M.B.E. - Portfolio Holder for Planning and Regeneration
HEAD OF SERVICE:	Steven Jordan – Head of Regulatory Services

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed						
1	<p>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.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">Cabinet Decision:</td> <td>AGREED by Cabinet 2nd December 2009</td> </tr> <tr> <td colspan="2"><u>Outcomes</u></td> </tr> <tr> <td colspan="2">Planning officers recommend that Hot Food Take Away SPD cannot be progressed.</td> </tr> </table>	Cabinet Decision:	AGREED by Cabinet 2nd December 2009	<u>Outcomes</u>		Planning officers recommend that Hot Food Take Away SPD cannot be progressed.		No implementation to take place due to inability to prepare SPD.	
Cabinet Decision:	AGREED by Cabinet 2nd December 2009								
<u>Outcomes</u>									
Planning officers recommend that Hot Food Take Away SPD cannot be progressed.									
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.	No implementation to take place due to inability to prepare SPD.							

*Rec. No.	Cabinet Decision / Recommendations	Implementation to take place by	Tick if completed				
	<table border="1" style="width: 100%;"> <tr> <td style="width: 20%;">Cabinet Decision:</td> <td>AGREED by Cabinet 2nd December 2009</td> </tr> <tr> <td colspan="2">Outcomes SPD cannot be prepared; as such, no action for the LDF Working Party.</td> </tr> </table>	Cabinet Decision:	AGREED by Cabinet 2nd December 2009	Outcomes SPD cannot be prepared; as such, no action for the LDF Working Party.			
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Outcomes SPD cannot be prepared; as such, no action for the LDF Working Party.							
3	<p>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.</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 20%;">Cabinet Decision:</td> <td>AGREED by Cabinet 2nd December 2009</td> </tr> <tr> <td colspan="2">Outcomes A bid was submitted to the Health Improvement Fund earlier this year for a nutritionist to work with selected takeaway outlets to improve the quality of food they offer and to promote a healthy choice on the menu. It was to be a short project of 6 months duration costing approximately £5,000. Unfortunately the bid was not successful. The TRUNK which currently serves the Charford and Sidemoor areas also has a Health and Wellbeing Action Plan.</td> </tr> </table>	Cabinet Decision:	AGREED by Cabinet 2nd December 2009	Outcomes A bid was submitted to the Health Improvement Fund earlier this year for a nutritionist to work with selected takeaway outlets to improve the quality of food they offer and to promote a healthy choice on the menu. It was to be a short project of 6 months duration costing approximately £5,000. Unfortunately the bid was not successful. The TRUNK which currently serves the Charford and Sidemoor areas also has a Health and Wellbeing Action Plan.			
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Outcomes A bid was submitted to the Health Improvement Fund earlier this year for a nutritionist to work with selected takeaway outlets to improve the quality of food they offer and to promote a healthy choice on the menu. It was to be a short project of 6 months duration costing approximately £5,000. Unfortunately the bid was not successful. The TRUNK which currently serves the Charford and Sidemoor areas also has a Health and Wellbeing Action Plan.							

NB: A full update on the outstanding recommendations has been provided in the 12 Month Review as a separate item on the Agenda for the Board meeting held on 5th April 2011.

Recommendations by the Overview Board: 2nd February 2010	
TOPIC:	OLDER PEOPLES' TASK GOUP
PORTFOLIO HOLDER:	Cllr Mrs M. A. Sherrey JP – 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	<p>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.</p>	October 2010	Ongoing		
	<table border="1"> <tr> <td>Cabinet Decision:</td> <td>AGREED by Cabinet 3rd March 2010</td> </tr> </table>	Cabinet Decision:	AGREED by Cabinet 3rd March 2010		
Cabinet Decision:	AGREED by Cabinet 3rd March 2010				
	<p>Outcomes 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</p>				

*Rec. No.	Detail of Recommendation and Updates	Implementation to take place by	Tick if completed
	been successfully identified at this stage.		
2	<p>Free Swimming at the Dolphin Centre</p> <p>(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.</p> <p>(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.</p>	June 2011	
	Cabinet Decision:	AGREED by Cabinet 3rd March 2010	
	<p><u>Outcomes</u></p> <p><i>The Task Group is due to be reviewed in March 2011 and a full update will be provided within that report.</i></p>		

*Rec. No.	Detail of Recommendation and Updates	Implementation to take place by	Tick if completed		
3	<p>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.</p> <table border="1" data-bbox="315 587 1536 639"> <tr> <td data-bbox="315 587 707 639">Cabinet Decision:</td> <td data-bbox="707 587 1536 639">AGREED by Cabinet 3rd March 2010</td> </tr> </table> <p>Outcomes <i>The Task Group is due to be reviewed in March 2011 and a full update will be provided within that report.</i></p>	Cabinet Decision:	AGREED by Cabinet 3rd March 2010	December 2012	
Cabinet Decision:	AGREED by Cabinet 3rd March 2010				
4	<p>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.</p> <table border="1" data-bbox="315 1206 1536 1265"> <tr> <td data-bbox="315 1206 707 1265">Cabinet Decision:</td> <td data-bbox="707 1206 1536 1265">AGREED by Cabinet 3rd March 2010</td> </tr> </table> <p>Outcomes <i>The Task Group is due to be reviewed in March 2011 and a full update will be</i></p>	Cabinet Decision:	AGREED by Cabinet 3rd March 2010	September 2010	
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*Rec. No.	Detail of Recommendation and Updates	Implementation to take place by	Tick if completed		
	<i>provided within that report.</i>				
5	<p>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.</p> <table border="1" data-bbox="315 635 1536 679"> <tr> <td data-bbox="315 635 707 679">Cabinet Decision:</td> <td data-bbox="707 635 1536 679">AGREED by Cabinet 3rd March 2010</td> </tr> </table> <p>Outcomes <i>The Task Group is due to be reviewed in March 2011 and a full update will be provided within that report.</i></p>	Cabinet Decision:	AGREED by Cabinet 3rd March 2010	March 2011	
Cabinet Decision:	AGREED by Cabinet 3rd March 2010				
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		

*Rec. No.	Detail of Recommendation and Updates		Implementation to take place by	Tick if completed
	Cabinet Decision:	AGREED by Cabinet 3rd March 2010		
	<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>Outcomes 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.</p>			
8	<p>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.</p>		(a) March 2011 (b) October 2010	Ongoing

*Rec. No.	Detail of Recommendation and Updates		Implementation to take place by	Tick if completed
	Cabinet Decision:	AGREED by Cabinet 3rd March 2010		
	<u>Outcomes</u> Directory completed, but needs to be made available on the Internet.			
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 3rd March 2010		
	<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	

*Rec. No.	Detail of Recommendation and Updates	Implementation to take place by	Tick if completed						
	<table border="1" style="width: 100%;"> <tr> <td style="width: 20%;">Cabinet Decision:</td> <td>AGREED by Cabinet 3rd March 2010</td> </tr> <tr> <td colspan="2">Outcomes 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".</td> </tr> </table>	Cabinet Decision:	AGREED by Cabinet 3rd March 2010	Outcomes 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".					
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11	<table border="1" style="width: 100%;"> <tr> <td colspan="2">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.</td> </tr> <tr> <td>Cabinet Decision:</td> <td>AGREED by Cabinet 3rd March 2010</td> </tr> <tr> <td colspan="2">Outcomes We are due to meet early in the New Year.</td> </tr> </table>	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.		Cabinet Decision:	AGREED by Cabinet 3rd March 2010	Outcomes We are due to meet early in the New Year.		March 2011	Ongoing
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12	<table border="1" style="width: 100%;"> <tr> <td colspan="2">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.</td> </tr> <tr> <td>Cabinet Decision:</td> <td>AGREED by Cabinet 3rd March 2010</td> </tr> <tr> <td colspan="2"><i>The Cabinet endorsed the desire to ensure there is an appropriate housing mix</i></td> </tr> </table>	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.		Cabinet Decision:	AGREED by Cabinet 3rd March 2010	<i>The Cabinet endorsed the desire to ensure there is an appropriate housing mix</i>		March 2011	
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*Rec. No.	Detail of Recommendation and Updates	Implementation to take place by	Tick if completed
	<p><i>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></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>		
13	<p>Lifeline That the Head of Street Scene and Waste Management be requested to continue to promote the Lifeline Service, including the range of monitoring equipment available and that the quarterly lifeline newsletter be used to promote and inform residents of other services and benefits available.</p> <p>Cabinet Decision: AGREED by Cabinet 3rd March 2010</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	

*Rec. No.	Detail of Recommendation and Updates	Implementation to take place by	Tick if completed		
14	<p>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.</p> <table border="1" data-bbox="315 699 1536 759"> <tr> <td data-bbox="315 699 707 759">Cabinet Decision:</td> <td data-bbox="707 699 1536 759">AGREED by Cabinet 3rd March 2010</td> </tr> </table> <p>Outcomes <i>The Task Group is due to be reviewed in March 2011 and a full update will be provided within that report.</i></p>	Cabinet Decision:	AGREED by Cabinet 3rd March 2010	March 2011	
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15	<p>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.</p> <table border="1" data-bbox="315 1177 1536 1238"> <tr> <td data-bbox="315 1177 707 1238">Cabinet Decision:</td> <td data-bbox="707 1177 1536 1238">AGREED by Cabinet 3rd March 2010</td> </tr> </table> <p>Outcomes Further action is required on this, but we made a start by putting an article in the</p>	Cabinet Decision:	AGREED by Cabinet 3rd March 2010	March 2012	Ongoing
Cabinet Decision:	AGREED by Cabinet 3rd March 2010				

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	Older People's Directory, featuring none other than the Director of PPP himself 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> <table border="1" data-bbox="315 707 1536 770"> <tr> <td data-bbox="315 707 707 770">Cabinet Decision:</td> <td data-bbox="707 707 1536 770">AGREED by Cabinet 3rd March 2010</td> </tr> </table> <p>Outcomes <i>The Task Group is due to be reviewed in March 2011 and a full update will be provided within that report.</i></p>	Cabinet Decision:	AGREED by Cabinet 3rd March 2010	October 2010	
Cabinet Decision:	AGREED by Cabinet 3rd March 2010				
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> <table border="1" data-bbox="315 1155 1536 1219"> <tr> <td data-bbox="315 1155 707 1219">Cabinet Decision:</td> <td data-bbox="707 1155 1536 1219">AGREED by Cabinet 3rd March 2010</td> </tr> </table> <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>	Cabinet Decision:	AGREED by Cabinet 3rd March 2010	April 2010	
Cabinet Decision:	AGREED by Cabinet 3rd March 2010				

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	<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>	November 2010			
	<table border="1"> <tr> <td data-bbox="315 1038 707 1098">Cabinet Decision:</td> <td data-bbox="707 1038 1536 1098">AGREED by Cabinet 3rd March 2010</td> </tr> </table>	Cabinet Decision:	AGREED by Cabinet 3rd March 2010		
Cabinet Decision:	AGREED by Cabinet 3rd March 2010				
	<p><u>Outcomes</u> 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>				

*Rec. No.	Detail of Recommendation and Updates	Implementation to take place by	Tick if completed
20	<p>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.</p>	May 2010	
	<p>Cabinet Decision: AGREED by Cabinet 3rd March 2010</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>		