-1 - ACTION SHEET: BROMSGROVE OVERVIEW AND SCRUTINY BOARD 15th JULY 2013

ITEM	GENERAL COMMENTS	ACTION	OFFICER DEALING	DATE REQUIRED BY	RESPONSE PROVIDED AND DATE PROVIDED
Item 7 – Youth Provision Task Group Draft Final Report	The Board considered the Youth Provision Task Group's draft final report.	The following action was agreed: That officers discuss with the Communications Manager the possibility of attaching the information gather to the Council's website.	Democratic Services Officer	As soon as possible.	
There were no actions ari	sing from the meeting held on 22 nd	^f April 2013 ting held on 26 th March 201	3		
Item 6 – Hardship Fund	The Board received a presentation	The following action was			
Payments & Criteria	from the Benefits Services	agreed:			
	Manager.	 (a) Clarification on the age range for care leavers eligible for this grant. (b) A briefing on the Essential Living Fund to be made available to all Members. 	The Executive Director, Finance and Resources Democratic Services Officer in conjunction with the Executive Director, Finance and Resources.	As soon as possible. As soon as possible.	
Item 7 – Quarter 3	The Board considered the Finance	The following actions were			
Finance Monitoring	Monitoring Report which details	agreed:			
Report	the Council's financial position for the period October – December 2012	 (a) That the Board receive an explanation as to the cause of delay in the work on the 	The Head of Environmental Services.	As soon as possible.	Emailed to Members 13/5/13

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		Cemetery Toilets. (b) An update on how the £200,000 carried forward by Community Services for 2013/14 for affordable housing programme with BDHT, would be utilised. (c) A briefing note to be provided to Members in respect of the shortfall in income for Planning and Regeneration Services, due to lower than anticipated revenue for planning applications and land	The Head of Community Services. The Head of Planning and Regeneration	As soon as possible. As soon as possible.	Emailed to Members 03/05/13
	O/S meeti	charges. ng held on 25 th February 20)13		
Item 4 – CCTV Code of Practice	The Board considered the CCTV Code of Practice.	The following action was agreed: That the Board receive a report on the revised Code of Practice for consideration and comment.	CCTV and Lifeline Manager	As soon as available.	
Item 6 – Homelessness Grants 2012/13 Update	The Board considered the briefing paper in respect of Homelessness Grants 2012/13	(c) Estimated costs and earmarked reserves in respect of the spare room subsidy for 2013/14 and 2014/15	The Executive Director, Finance and Resources	As soon as possible.	

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Item 8 – Quarter 3 Sickness Absence Performance Health Report	The Board considered the Quarter 3 Sickness Absence Performance Health Report	The following actions were agreed: (a) the report to include the number of days for each department equated against the number of staff within that department. (b) The report to include the number of absences in respect of such things as T.A. Service and Jury Service.	The Head of Finance and Resources	Quarter 4 Sickness Absence Performance Health Report	
		ting held on 17th Decembe	r 2012		
Quarter 2 Finance Monitoring Report	The Board considered the Finance Monitoring Report which details the Council's financial position for the period July – September 2012,	The following actions were agreed: a) The inclusion of any cost for bed and breakfast accommodation as a separate item in future reports.	Director of Finance and Corporate Resources.	To be included in the Quarter 3 Report.	
Quarter 2 Write Off of Debts Report	The Board considered the Quarter 2 Write Off of Debts Report for the period July – September 2012.	 The following actions were agreed: a) In respect of write off of Sundry Debtors, Members requested that a breakdown to include the number of debtors and transactions be included in future reports. 	Director of Finance and Corporate Resources.	To be included in the Quarter 3 Report.	
		reports. b) In respect of the aged	Director of Finance	As soon as	

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debt profile, Members	and Corporate	possible.	
requested comparative	Resources		
data for previous			
years.			