

- 1 - ACTION SHEET: BROMSGROVE OVERVIEW AND SCRUTINY BOARD 14th OCTOBER 2013

ITEM	GENERAL COMMENTS	ACTION	OFFICER DEALING	DATE REQUIRED BY	RESPONSE PROVIDED AND DATE PROVIDED
<p align="center">There were no actions following this meeting.</p>					
<p align="center">O/s Meeting held on 16th September 2013</p>					
<p>Item 4 – Update on the Bromsgrove Town Centre Regeneration and Public Realm Improvements</p>	<p>The Board received a presentation from the Senior Project Manager.</p>	<p>The following actions were agreed:</p> <ul style="list-style-type: none"> (a) Brick work (as specified by Cllr Rory Shannon) included within the snagging list. (b) Confirmation that WCC will be responsible for re-sealing the footpaths and estimated life expectancy of same. (c) The current life expectancy of the Dolphin Centre. 	<p>Senior Project Manager</p> <p>(Requested for information emailed to 25/09/13 reminder sent 15/10/13)</p>	<p>As soon as possible.</p>	
<p>Quarter 4 Sickness Absence Performance and Health Report</p>	<p>The Board considered the Quarter 4 Sickness Absence Performance and Health Report.</p>	<p>That the number of staff in each department be included within the report in order to make more realistic comparisons.</p>	<p>Executive Director, Finance and Resources.</p>	<p>To be included in the Q1 Sickness Absence Performance & Health Report.</p>	
<p align="center">O/S meeting held on 25th February 2013</p>					
<p>Item 4 – CCTV Code of Practice</p>	<p>The Board considered the CCTV Code of Practice.</p>	<p>The following action was agreed:</p>	<p>CCTV and Lifeline Manager</p>	<p>As soon as available.</p>	<p>Expected February</p>

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		That the Board receive a report on the revised Code of Practice for consideration and comment.			/March 2014 and added to O&S Work Programme.
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.	
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	
O/S from meeting held on 17th December 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	Director of Finance	To be included	

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		<p>of Sundry Debtors, Members requested that a breakdown to include the number of debtors and transactions be included in future reports.</p> <p>b) In respect of the aged debt profile, Members requested comparative data for previous years.</p>	<p>and Corporate Resources.</p> <p>Director of Finance and Corporate Resources</p>	<p>in the Quarter 3 Report.</p> <p>As soon as possible.</p>	
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