

**- 1 - ACTION SHEET: BROMSGROVE OVERVIEW AND SCRUTINY BOARD 16<sup>th</sup> June 2014**

<b>ITEM</b>	<b>GENERAL COMMENTS</b>	<b>ACTION</b>	<b>OFFICER DEALING</b>	<b>DATE REQUIRED BY</b>	<b>RESPONSE PROVIDED AND DATE PROVIDED</b>
<b>Item 6 – Summary of Results of Staff Survey</b>	Members received a presentation	(a) The Board to be provided with a timeline for implementation of the recommendations. (b) An update of progress being made at a future meeting. (c) Members to have input in any future staff survey.	Head of Business transformation and Organisational Development.	Autumn 2014	
<b>Item 7 – Making Experiences Count Quarter 4 Report</b>	Members considered the Making Experiences Count Quarter 4 Report.	An update report from the Head of Planning and Regeneration in respect of the complaints received by Development Control.	Head of Planning and Regeneration – email request sent 17/06/14	14 <sup>th</sup> July 2014 O&S meeting.	
<b>Item 8 – Write Off of Debts Quarter 4 Report</b>	Members considered the Write Off of Debts Quarter 4 Report.	(a) Clarification on whether, under Data Protection legislation, the Council was able to publish the names and address of residents with outstanding debts owed to the Council. (b) The inclusion of percentages in respect of unrecoverable debts	Executive Director, Finance and Resources		

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		within future reports.. (c) A more detailed explanation and possible revision of the format in reporting outstanding arrears analysis.			
<b>Item 10 – Leisure Provision Task Group</b>	The Board received a written update from the Chairman of the Task Group in respect of its consideration of the Dolphin Centre Business Case Report at its last meeting.	Members requested sight of the Business Case Report and supporting appendices.	Democratic Services Officer	As soon as possible.	Emailed to all Board members and substitutes present 17/06/14.
<b>Item 11 – Joint Integrated Waste Scrutiny Task Group</b>	Cllr Laight provided Members with a verbal update.	Members requesting further information in respect of how the Joint Scrutiny would progress with little support from district councils.	Democratic Services Officer	As soon as possible.  County Scrutiny Officer emailed 17/06/14	Feedback to be provided at O&S meeting 14/07/14
<b>Item 15 – Action List</b>	Members considered the outstanding actions from the previous meeting.	CCTV – Members understood that there had been issues around replacement parts for some cameras and significant delays were occurring in these being repaired. Concerns were	CCTV and Telecare Manager  Email sent 17/06/14	As soon as possible.	

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		raised in respect of the impact this could have on the service and asked for further information from the relevant officer.			
<b>Outstanding Actions – 14<sup>th</sup> April 2014</b>					
<b>Item 10 – Cabinet Work Programme</b>	Members considered the Cabinet Work Programme for the period 1 <sup>st</sup> May to 31 <sup>st</sup> August 2014.	(a) Key decision items to be marked clearly on the Work Programme. (b) The inclusion of a short narrative to be considered in respect of each item in order for the Board to be able to make a more considered decision as to whether its input would be appropriate.	Democratic Services Manager	As soon as possible.  Verbal request made to Democratic Services Manager 15/04/14. Email follow up sent 17/06/14.	