

- 1 - ACTION SHEET: BROMSGROVE OVERVIEW AND SCRUTINY BOARD 17th November 2014

ITEM	GENERAL COMMENTS	ACTION	OFFICER DEALING	DATE REQUIRED BY	RESPONSE PROVIDED AND DATE PROVIDED
Item 5 – Quarter 2 Write Off of Debts Report	Members considered the Quarter 2 report.	(a) The allocation of recovered debt from previous years (for example collected in 2014 but was in respect of debt from 2004). (b) Whether bailiff charges were included within the amount recovered. (c) How regularly are payment plans for bad debts reviewed? (d) A breakdown of the Aged Debt Profit for sundry debts for 61-90 days. (e) Details of the Council Tax arrears which would show whether these refer to the same debtors' year on year.	Head of Customer Access and Financial Support/Executive Director, Finance and Resources		
Item 7 – Fees and Charges 2014/15	Members considered the Fees and Charges Report for 2014/15.	(a) Surplus funds in respect of Green bins from the inception of the scheme. (b) Has the carbon footprint been calculated in respect of providing the green bins?	Executive Director, Finance and Resources Head of Environmental Services.		(a) See attached. (b) See attached.

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		<p>(c) It was understood that the there was a policy in place to encourage people to compost garden waste, is this still in place and why are we not encouraging residents to do this rather than providing them with a green bin.</p> <p>(d) How much has been collected over recent years. (There appears to be a significant increase in profit.)</p> <p>(e) Explanation in respect of the above 3% increase for child burial and trees and plaques.</p>	<p>Members requested that the head of Environmental Services attend the next meeting of the Board to respond to the points raised. Email request sent 18/11/14</p>		<p>(c) See attached.</p> <p>(d) See attached.</p> <p>(e) The higher than 3 pc rise for trees is due to the increased cost of trees from our suppliers and the cost of maintaining and managing the trees in their early days.</p> <p>Children's burials are currently within adult sections of the</p>

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					<p>cemetery, the reasons for increasing the fees in excess of 3% for the burial of children is to reflect the extra administration because of this, including advising families what can be placed on graves as usually in specific children's sections there are different rules. We will be addressing this by having a children's section, when the new cemetery extension is laid out next year.</p> <p>Plaques are often placed with memorial trees and benches. We have had low memorial prices for a while and the costs we pay for them have risen.</p>

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		<p>(f) Bulky collection – full explanation of the new process, including the provision of quotations and why this has been put in place.</p> <p>(g) Strategic Housing fees and charges – an explanation as to what these refer to.</p>			(f) See attached.
Item 8 – Medium Term Financial Plan – 2015/16 to 2016/17	Members considered the Medium Term Financial Plan Report and update.	<p>(a) Details of the Trade Waste scheme proposals.</p> <p>(b) Any increase in Business Rates.</p> <p>(c) Breakdown of income in respect of CCTV.</p>			(a) See attached.
Item 13 – Cabinet Work Programme	Members consider the most recent Cabinet Work Programme.	The Head of Environmental Services be asked to give a short presentation to the next Board meeting covering the transformation and shared services work in respect of the Environmental Services Team.	Head of Environmental Services. Email request sent 18/11/14	15/12/14	

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Outstanding Actions 13th September 2014					
Item 5 – Overview of Budget	Members considered a report on the Medium Term Financial Plan 2015/16 – 2017/18.	(a) The amount of the Pension Deficit. (b) A list of services the Council provide on behalf of WCC – there cost and how much WCC pay BDC. (c) Details of statutory services and the cost together with details of non-statutory services we provide and their cost.	Financial Services Manager – email request 14/10/14	As soon as possible.	
Item 6 – Quarterly Recommendation Tracker	Members considered the Overview & Scrutiny Quarterly Recommendation Tracker.	A response to the outstanding Recommendations from the Planning Policy Task Group be requested.	Head of Planning. (email sent 14/10/14)	To be included in the next Quarterly Tracker.	
Outstanding Actions 15th September 2014					
Item 6 – Development Control	The Head of Planning and Regeneration provided Members with an update on the Transformation work taking place within the Development	(a) The actual overspend figures for the service. (b) When the removal of overtime payments and the car allowance scheme	Head of Planning and Regeneration. (a) Email request	As soon as possible.	

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	Control team.	came into effect.	to Finance sent 16/09/14, 7/10/14 and 30/10/14. (b) Email request set to HR 7/10/14 and 30/10/14.		
Outstanding Actions – 16th June 2014					
Item 6 – Summary of Results of Staff Survey	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	
Outstanding Actions – 14th April 2014					
Item 10 – Cabinet Work Programme	Members considered the Cabinet Work Programme for the period 1 st May to 31 st 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	Democratic Services Manager	As soon as possible. Verbal request made to	

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		<p>order for the Board to be able to make a more considered decision as to whether its input would be appropriate.</p>		<p>Democratic Services Manager 15/04/14. Email follow up sent 17/06/14. Further email follow up sent 25/07/14.</p>	