

**ACTION SHEET - OVERVIEW AND SCRUTINY BOARD 29<sup>th</sup> February 2016**

ITEM	GENERAL COMMENTS	ACTION	OFFICER DEALING	DATE REQUIRED BY	RESPONSE PROVIDED AND DATE PROVIDED
<b>18<sup>th</sup> January 2016</b>					
<b>Staff Survey Update</b>	Members received a report which provided an update in respect of the actions arising from the staff survey carried out in August 2013.	Members requested: a) Examples of the mechanisms in place in respect of issues relating to the working environment. b) How many members of staff have accessed the corporate dashboard.	Human Resources & Development Officer/Training & OD Adviser	As soon as possible.	
<b>Planning Application Backlog</b>	Members received an update in respect of the current planning backlog data.	Members requested this to continue to be received quarterly in the format provided. It was not necessary for officers to attend each meeting.	Head of Planning and Regeneration.	Quarterly	
<b>Medium Term Financial Plan</b>	Members received a report and presentation in respect of the Medium Term Financial Plan and the Financial Settlement 2016/17 – 2019/20	Members requested: a) The inclusion of the option for a referendum in respect of the Council Tax increase within the Budget Report to be presented to Council. b) Details of the reduction in income from On Street Civil Parking Enforcement. c) Response sent in respect of the reduced Grant Settlement to central	Executive Director, Finance & Resources and Head of Environmental Services.	As soon as possible.	a) Council Tax flexibility to £5 given by Government  b) Information emailed to Members 01/03/16.  c) Response copied to all members as part of the Cabinet report  Information email to Members 25/02/16.

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		Government.			
<b>Cabinet Work Programme</b>	Members considered the Cabinet Work Programme.	Members requested a firm date for when the High Street Refurbishment report would be considered by Cabinet in order for the Board to be able to pre-scrutinise it in a timely manner.	Executive Director, Finance & Resources	As soon as possible.	Meeting arranged with Dean Piper to discuss – update to be provided at O&S meeting 29.02.16.
<b>14<sup>th</sup> December 2015</b>					
<b>Dolphin Centre Update</b>	Members received a presentation in respect of the current position with the new Dolphin centre project.	Members requested regular updates be provided by the Head of Leisure and Cultural Services in respect of sports clubs and community groups displaced by the lack of an available sports hall during the day, to include information about the support provided to enable those groups to find alternative accommodation.	Head of Leisure and Cultural Services	The Board need to decide when it would like to receive these updates.	Members to receive the information at the April 2016 meeting.
<b>23<sup>rd</sup> November 2015</b>					
<b>Item 6 Fees &amp; Charges</b>	Members considered the report which set out the fees and charges to be levied on services.	Members requested clarification on the following:- a) Clarification in respect of the charges for service and administration improvements under Private Sector Housing. b) The number of Lifeline	Executive Director, Finance and Resources	As soon as possible.	a) Information emailed to Members 01/03/16.  b) All Lifeline Installations are paid

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		<p>installation within one year, together with details of the number of those which are paid for.</p> <p>c) Building Control – percentage of the local market the Council has.</p>			<p>for. Funding is available for some service users via WCC in which case WCC would pay instead. In the last 12 months (March 2015 to February) 2016 we have installed 292 units within the Bromsgrove District.</p> <p>c) market share for 15/16 thus far equates to 64%.</p>