

**BDC Overview and Scrutiny Board - Action Sheet (2024/25)**

**10<sup>th</sup> September 2024 Meeting**

<b>Subject</b>	<b>Action Required</b>	<b>Action Taken</b>	<b>Officer(s) Responsible</b>	<b>Other Comments</b>	<b>Status</b>
<b>Levelling Up – Market Hall</b>	The risk registers for the project to be updated to refer to BDC only and to remove reference to RBC.	Democratic Services emailed relevant officers on 12/9/24	Section 151 Officer/Deputy Chief Executive	Response: 7/11/24 The documents emailed to Members (excluding Public Realm which is being updated and will be provided shortly).	Still outstanding (Public Realm)

**17<sup>th</sup> October 2024 Meeting**

<b>Subject</b>	<b>Action Required</b>	<b>Action Taken</b>	<b>Officer(s) Responsible</b>	<b>Other Comments</b>	<b>Status</b>
<b>Levelling up – Market Hall</b>	Updated cost plan	18/10/24 Officers emailed	Section 151 Officer / Deputy Chief Executive	Response: 6/11/24 email from Regeneration Project Delivery Manager. Unable to provide as with Keir and still working on along with programme before works start, this is due on 18 <sup>th</sup> November 2024.	Still outstanding

**9<sup>th</sup> December 2024 Meeting**

Subject	Action Required	Action Taken	Officer(s) Responsible	Other Comments	Status
<b>Play Audit</b>	To obtain the official guidance from ROSPA to determine the adequate fall height.	Emailed officers - 11/12/24 Chased officers – 20/12/24	Ishat Karimi Fini, Parks and Events Service Manager		Emailed response received 31/12/24 - <b>What is Critical Fall Height as per ROSPA guidance?</b> Critical Fall Height is the maximum height of fall from play equipment to the ground. It is the distance from the ground up to the highest platform a child can reach or stand on. Safety surfaces do not prevent injury, however when installed correctly they can significantly lessen the severity of any injuries caused by falling from height. It's important that safety surfaces below each item of equipment is correctly specified for that equipment's Critical Fall Height. Safety surfaces should extend from the equipment edge by at least the same distance as the free fall height. For example, a CFH of 3m should have at least 3m of certified surfacing in each direction.
	What are the capital funding bids timeline?	Emailed officers - 11/12/24	Ishat Karimi Fini, Parks and Events Service Manager		Response received during meeting - Budget bids are committed for 25/26, this will be reviewed year on year.
	Amend Belbroughton P.C. to Belbroughton and Fairfield P.C. Also to amend Play Site ID 48	Emailed officers - 11/12/24 Chased officers – 20/12/24	Ishat Karimi Fini, Parks and Events Service Manager		Emailed response received 31/12/24 – This has been amended.

Subject	Action Required	Action Taken	Officer(s) Responsible	Other Comments	Status
	and 11 ownership to Belbroughton Recreation Centre (Refer to page 22 of the report).				
	How much consultants are paid on a hourly basis?	Emailed officers - 11/12/24 Chased officers – 20/12/24	Ishat Karimi Fini, Parks and Events Service Manager		Emailed response received 31/12/24 - Consultants are paid on a half day rate of £220 and full day £440 (please note this is based on the level of expertise).
	To carry out an audit for Parish Council Play area provision.	Emailed officers -11/12/24 Chased officers – 20/12/24	Ishat Karimi Fini, Parks and Events Service Manager		Emailed response received 31/12/24 - IKF will discuss this in detail with Ruth Bamford and Portfolio Holder in the new year.
	Work with Parish Councils to review financial requirements.	Emailed officers - 11/12/24 Chased officers – 20/12/24	Ishat Karimi Fini, Parks and Events Service Manager		Emailed response received 31/12/24 - IKF will discuss this in detail with Ruth Bamford and Portfolio Holder in the new year.
	Future reports to be published in colour.	Emailed officers - 11/12/24 Chased officers – 20/12/24	Ishat Karimi Fini, Parks and Events Service Manager		Emailed response received 31/12/24 - To note this when forwarding to Democratic services.
	Review wording for Belbroughton and Romsley Ward (Refer to page 103 of the report).	Emailed officers -11/12/24 Chased officers – 20/12/24	Ishat Karimi Fini, Parks and Events Service Manager		Emailed response received 31/12/24 - This will be amended accordingly.