

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

25th March 2025 Meeting

Subject	Action Required	Action Taken	Officer(s) Responsible	Other Comments	Status
Local Heritage Action List	1. Arrange discussions with Cllr Dale to provide details re: West Midlands Building Preservation Trust for Bilberry Hill Tearooms	Emailed relevant actions to Conservation 28/3/25. Chased 2/4/25.	Mary Worsfold, Principal Conservation Officer		Completed Received email 2/4/25 Principal Conservation Officer will be contacting Cllr Dale directly.
	2. Arrange discussions with Cllr Hunter to provide a talk on Local Heritage List nominations with Lickey End & Norton	Emailed relevant actions to Conservation 28/3/25. Chased 2/4/25.			Completed Received email 2/4/25 Principal Conservation Officer will be contacting Cllr Hunter directly.
	3. Provide a list of wards included in the Bromsgrove area listings	Emailed relevant actions to Conservation 28/3/25. Chased 2/4/25.			Completed List and map have been provided as an appendices to the minutes for 25 th March 2025 meeting.
Update on Heatwaves Preparedness	1. Provide comprehensive list of facilities currently participating in Cool Hub provision for Members and include venues with/without air conditioning units	Emailed Applied Resilience with list of Actions 27/3/25. Chased 2/4/25.	Applied Resilience		Outstanding
	2. Look to provide Cool Hub spaces for wider District and to be readily available				Outstanding
	3. Consider the costings of gyms and sports centres (which are air conditioned) to be a				Outstanding

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	consideration for Cool Hubs				
	4. Sensible Dog Owners guidance in extreme weather conditions to be fed into Worcestershire Prepared Comms Programme				Outstanding
	5. Provide a progress update of who is on Priority Services Register for Members				Outstanding
	6. Provide training to Members to enable them to prepare residents in extreme weather conditions				Outstanding
	7. Look to promote and educate on the availability of the Priority Services Register as a flyer to be included in Council Tax			3/4/25 Email from Nick Moon - A meeting has been scheduled to discuss this.	Outstanding
	8. Provide a FAQ sheet of warn and inform resources readily available				Outstanding
	9. Provide readily available guidance of what to do in extreme weather conditions for Members				Outstanding
	10. Look to add to plans to expand vulnerable residents on the Priority Services Register				Outstanding

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Cabinet Work Programme	Contaminated Land Strategy Report (pre-scrutiny) to be arranged with Marc Cox and added to O & S Work Programme for June meeting		Sarah Woodfield, Democratic Services Officer		Completed
O & S Work Programme	1. Add Local Government Reorganisation (LGR) as an upcoming item to the Work Programme		Sarah Woodfield, Democratic Services Officer		Completed
	2. Re-schedule Local Heritage List update from June to July meeting		Sarah Woodfield, Democratic Services Officer		Completed
	3. Provide members with an update on Refuse Fleet Replacement	Emailed Matt Austin on 28/3/25	Matt Austin, Environmental Services Manager		Completed Update was emailed to Members on 28/3/25
	4. Add Bromsgrove Town Centre Strategy Workshop (Next Steps) to Work Programme	Emailed Lyndsey Berry and discussed with Rachel Egan on 31/3/25	Sarah Woodfield, Democratic Services Officer		Completed Item scheduled for July