

## BDC Overview and Scrutiny Board - Action Sheet (2025/26)

### 9 September 2025 Meeting

Subject	Action Required	Action Taken	Officer(s) Responsible	Other Comments	Status
<b>Installation of EV chargers</b>	To ascertain whether it was possible for the Council to renegotiate with Zest to include <b>immediate</b> revenue share arrangements, or to cancel the contract if not	12/9/25 – Emailed AD Environmental and Housing Property Services  27/10/25 – Chased a response  30/10/25 Chased a response  10/11/25 Chased an update/response	Simon Parry, Assistant Director Environmental and Housing Property Services	Response to initial question 21/7/25 – “With regards to the revenue/profit share in relation to the contract with Zest, under the terms of the contract it states: The Profit Share shall be payable by the Supplier to the Buyer on the first anniversary of the date of the Lease of the relevant Site. This occurs when "Following calculation of EVCI Income and Costs for the relevant Calculation Period..., the Profit shall be established.	<b>Ongoing:</b> 10/11/25 - An update was emailed to Members.  18/11/25 - Chairman raised concerns about EV charger revenue arrangements and requested a review of profit-sharing agreements.  19/11/25 – Guy Revans is organising a meeting with Simon Parry and Cllr Karen May  16/12/25 – Chased the outcome of the meeting as above.

### 18 November 2025

Subject	Action Required	Action Taken	Officer(s) Responsible	Other Comments	Status
<b>Strategic Overview of BDHT Services</b>	To provide Members with a contact protocol for complaints and enquiries (Cllr Ammar suggested a reference number system) To provide Housing Officer contact details for each ward area	21/11/25 Emailed BDHT  16/12/25 Chased a response	BDHT		<b>Outstanding</b>

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	To review the maintenance of pathways and garages as a priority				
	To provide Members with an Asset Register of footpaths				
<b>Housing Task Group</b>	Fleeceholding recommendation to be amended to align with forthcoming government reforms		Sarah Woodfield		<b>Completed</b>
<b>Finance and Budget Working Group</b>	To email Members of O & S Board first to offer vacant positions and then to all members		Sarah Woodfield		<b>Completed</b>
<b>Cabinet Work Programme</b>	<p>The following Cabinet items to be added to the O &amp; S Work Programme and to inform the necessary officers:</p> <p><b>Biodiversity First Consideration Report (Matt Eccles)</b></p> <p><b>Permission to Revoke the First Homes Policy (Amanda Delahunty)</b></p>		Sarah Woodfield		<b>Completed</b>
<b>Overview and Scrutiny Work Programme</b>	<p>To discuss the following items with relevant officers which have been requested to go onto the O &amp; S Work programme as future items to consider:</p> <p>Town Centre Parking and ANPR Update (Rachel Egan/Bex McElliott)</p> <p>Police and Crime Commissioner (Grant Funding Discussions) (Judith Willis/Bev Houghton)</p>		Sarah Woodfield		<b>Completed</b>

Subject	Action Required	Action Taken	Officer(s) Responsible	Other Comments	Status
<b>Windsor Street Site</b>	To revise recommendations to make it clearer on procurement process and delegated authority.		Rachel Egan, Assistant Director of Regeneration and Property		<b>Completed</b>