

Overview and Scrutiny Recommendation Tracker

Project / recommendation and date proposed	Action	Team responsible	Date for completion	Comments
Voluntary and Community Sector (July 2014)				
Recommendation 4	The Council to consider employing an apprentice to support the work of the Grants Officer.	Community Services and HR.	Will be completed soon.	<p><u>Initial update:</u> There has been a delay in recruiting to this post, partly due to long-term staff sickness absence. Officers are hoping to recruit to an apprentice post, to be shared between Community Services and the Policy team, early in the New Year.</p> <p><u>June and September 2015 update:</u> A decision has been taken to postpone recruiting to this post until autumn 2015 due to long-term staff absence.</p> <p><u>January 2016 update:</u> The post of Grants and Voluntary Sector Co-ordinator is now vacant and is currently being reviewed. An apprentice will be recruited once this review has taken place and it is anticipated to be at the start of the new financial year.</p> <p><u>April 2016 update:</u> Officers have started the process to recruit an Apprentice to be in post as soon as possible.</p> <p><u>September 2016:</u> During the summer a job description for the Grants Apprentice has been drafted up. The apprentice is to be shared between VCS Grants Team, Redditch Partnership and the Policy Team and as such is officially known as the Support Services Apprentice (Grants, Policy and Partnerships). The job description is currently being tweaked by the Policy Team and it is envisaged that as soon as this is complete the advert</p>

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				<p>will be sent to the College for recruitment.</p> <p><u>June 2017 update:</u> The Council has recruited Grants Officer to co-ordinate the Council's Grants programme in spring 2017. Following on from this Officers are aiming to recruit an apprentice to support both the Grants Programme and Policy Team in the summer / autumn 2017.</p>
Bereavement Services Fees and Charges – pre-scrutiny				
Three recommendations were proposed in respect of capital works at Redditch Crematorium.	<p>The following capital works were proposed for Redditch Crematorium :</p> <ol style="list-style-type: none"> 1) facility and heating improvements; 2) £344k of funding be allocated to enable capital works in the crematorium in 2016; and 3) A proportion of the income from the increased fees to be allocated to covering the capital works costs. 	Bereavement Services / Environmental Services	To be confirmed	<p><u>April 2016 Update.</u> Considerable work has taken place to look at providing an alternative chapel location for when the current chapel has to close to facilitate the works. Due to various issues this is not currently considered as being feasible and so alternative working arrangement are being sought with our partners. The Place Partnership architect will be working to finalise the detail of the scheme and the timing of the project will be considered in terms of complying with procurement processes, availability of contractors as well as limiting the impact on partners and customers.</p> <p><u>September 2016 Update:</u> Consultation with key stakeholders with regards to the Chapel closure during works is ongoing and options for how the business will operate during the works is being investigated. Early indications are that some limited provision will remain. Place Partnership and Jacobs (Architects) are finalising details with regards to the works (to ensure that we achieve the best long term outcome from the</p>

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				investment) which will allow for the relevant procurement processes to be followed. <u>June 2017 update:</u> Place Partnership have issued tender documents and are in the process of evaluating the returns with a view to appointing a suitable contractor if appropriate. Consultation with all parties and key stakeholders with regards to alternative working arrangements during the works period is ongoing.
Access for Disabled People to Redditch Taxis Short, Sharp Review				
Recommendation 1.1	The Hackney Carriage Vehicle Licensing Policy and the Private Hire Vehicle Licensing Policy should be amended to allow applications for new hackney carriages to be made for vehicles that are less than six years old, meet European M1 safety standards and have facilities for carrying a disabled person in a wheelchair within the vehicle. (<i>This relates to the Hackney Carriage Vehicle Licensing Policy only</i>).	Worcestershire Regulatory Services (WRS)	Subject to the outcomes of consultation with the local taxi trade and other relevant stakeholders.	During the meeting of the Licensing Committee on 18th July 2016 the recommendation was endorsed subject to the outcomes of consultation with affected parties. Consultation with taxi drivers and representatives of the Redditch Taxi Association (RTA) subsequently took place from October – December 2016. The outcomes of this consultation were reported to the Licensing Committee at a meeting on 6th March 2017. As the RTA had reported that some taxi drivers had not been consulted a further consultation has been launched in respect of this proposal, the outcomes from which will be considered at the next meeting of the Licensing Committee on 17 th July.
Recommendation 1.2	The Hackney Carriage Vehicle Licensing Policy and the Private Hire Vehicle Licensing Policy should be amended to require drivers to display stickers in their vehicles that provide information about how to report	WRS	Ongoing	The Licensing Committee was advised in November 2016 that WRS intended to include the relevant information on the 'mini plates' issued to all licensed drivers. It was also the intention of WRS to roll this initiative out across the County. A media campaign would also be launched to inform residents of the

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	complaints.			initiative. This proposal was approved by the Licensing Committee at a meeting on 6th March 2017.
Recommendation 1.3	the Driver Licence Policy – Application for a Hackney Carriage and / or Private Hire Vehicle Driver's Licence – should be amended to require that refresher training should be provided on driving standards and disability awareness to taxi drivers every three years.		Subject to the outcomes of consultation with the local taxi trade and other relevant stakeholders.	During the meeting of the Licensing Committee on 18th July 2016 the recommendation was endorsed subject to the outcomes of consultation with affected parties. Consultation with taxi drivers and representatives of the Redditch Taxi Association (RTA) subsequently took place from October – December 2016. The outcomes of this consultation were reported to the Licensing Committee on 6th March 2017. As the RTA had reported that some taxi drivers had not been consulted a further consultation has been issued in relation to this proposal, the outcomes from which will be considered at the next meeting of the Licensing Committee on 17th July.
Recommendation 2.1	There should be a media campaign to guide disabled people and taxi drivers when travelling by taxi about their rights and responsibilities.	Communications in consultation with WRS	Spring / summer 2017	At the meeting of the Licensing Committee on 6th March 2017 Members were advised that <i>Section 165 – 167 of the Equality Act 2010 Taxi and Private Hire Passengers in Wheelchairs</i> would be implemented by the Department of Transport with effect from 6th April 2017. Under this legislation drivers of designated wheelchair accessible vehicles and private hire vehicles will be obliged by law to: <ul style="list-style-type: none"> • Transport wheelchair users in their wheelchairs. • Provide passengers in wheelchairs with appropriate assistance. • Charge wheelchair users the same as non-wheelchair users. When endorsing recommendation 2.1 the Licensing Committee agreed that this campaign should be launched after the implementation of this legislation locally.

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Recommendation 2.2	WRS should publish a list of drivers who currently operate licensed wheelchair accessible vehicles on the WRS and Redditch Borough Council websites in a similar format to Brighton and Hove City Council and Eden District Council.	WRS	July 2017	During the consultation undertaken by WRS with taxi drivers and other relevant parties in October – December 2016 every single respondent agreed with this proposal from the Task Group. At the meeting of the Licensing Committee on 6th March 2017 Members agreed that WRS should produce a list of drivers who consent to having their details published and currently operate licensed wheelchair accessible vehicles for consideration at the next meeting of the Committee on 17th July. The intention is for this list to be published on Redditch Borough Council's website once it has been considered by the Licensing Committee.
Recommendation 3.1	WRS should undertake a review of the conditions attached to taxi operators' licences.	WRS	Completed	An internal review in WRS of operator licence conditions showed that Redditch Borough Council's private hire operator conditions were broadly consistent with those in the other five districts within Worcestershire.
Recommendation 3.2	The Licensing Committee should review the effectiveness of the disability awareness training provided to taxi drivers.	Licensing Committee	Not specified	No progress has been achieved to date in respect of this matter. Officers would appreciate any suggestions from Members as to how the effectiveness of the training could be reviewed.
Budget Scrutiny Working Group				
	The Council should have a robust four year funded Capital Programme for the period 2017/18 to 2020/21 to include estimates across each year of the budget.	Finance Team	Completed (and ongoing)	The Capital Programme was amended to cover a four year period in the Medium Term Financial Plan (MTFP) that was considered and approved in February 2017.

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	<p>The Executive Committee recommends to Council that the revenue assumptions detailed in 3.4 of the report be incorporated into the budget setting process.</p> <p>(Paragraph 3.4 referred to budget assumptions in respect of Council Tax, pay inflation, superannuation rates, price inflation, discretionary fees and charges and capital spending).</p>	Finance Team	Completed	These assumptions were built into the MTFP that was considered and approved in February 2017.
	The Head of Community Services considers and works through the various options for the future delivery of the Shopmobility service and reports back to Members in due course.	Head of Community Services / Shopmobility	Completed	The Shopmobility service was reviewed and a report outlining proposed changes to the service was considered by the Executive Committee in February 2017.
	The Council considers ways to manage the Town Hall and other property assets in a more cost effective manner.	Place Partnership	Ongoing	The Town Hall's operating costs (heating, electric etc) are commensurate with the age of the building. Options associated with the future of the building are incorporated within the 'One Public Estate' exercise currently being undertaken for the town centre.
	A review of the recharge process be undertaken to ensure that these are accurately recorded in future.	All Services, led by the Finance Team.	Not specified.	A calculation has now been made in relation to overhead apportionment.

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Performance Scrutiny Working Group				
	<p>The Head of Community Services be mandated to explore how the Lifeline Service can incorporate a resource within the service and produce a marketing strategy, in co-operation with the Communications Team to.</p> <p>a) better market Lifeline Services to residents; and</p> <p>b) develop new business opportunities to subsidise the Service.</p>	Head of Community Services / Lifeline	Ongoing	The CCTV and Lifeline Manager has worked with the Communications team to devise a marketing plan. This has included a successful social media campaign, signing up to two tender portals to look for larger contract opportunities, adding new products and services to the available range and a new leaflet to promote all that the service offers. It has become apparent that there is an opportunity to deliver a more robust marketing strategy and Officers propose to introduce a Business Development post into the structure.
	A measure should be introduced on the Corporate Dashboard to monitor Members' attendance at training sessions.	Members Support Steering Group.	Next meeting of Member Support Steering Group – date TBC	This recommendation is due to be considered at the next meeting of the Members Support Steering Group where a final decision will be made in respect of the proposed action.
Overview and Scrutiny Committee – Housing Revenue Account				
	<p>1) the draft 2017/18 Budget for the Housing Revenue Account attached to the report at Appendix A, be approved;</p> <p>2) the three year budget projections 2017/18 to 2019/20, incorporating the 1% rent reduction be</p>	Finance Team	Completed	These recommendations were approved by the Executive Committee and Council and came into effect at the start of the financial year.

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	<p>approved;</p> <p>3) the actual average recent decrease for 2017/18 be 1%; and</p> <p>4) that £780,614 be transferred to the capital reserve in 2017/18 to fund the future Capital Programme and / or repay borrowing.</p>			
Overview and Scrutiny – Pre-Scrutiny				
	The Constitutional Review Working Party give consideration to the Overview and Scrutiny Committee being permitted access to reports for the Executive Committee at an earlier stage than currently takes place.	Constitutional Review Working Party	Next meeting of the Constitutional Review Working Party – date TBC	This recommendation is due to be considered at the next meeting of the Constitutional Review Working Party.
Mental Health Services for Young People Task Group				
Recommendation 1	Child and Adolescent Mental Health Services (CAMHS) should not withdraw services from young people who fail to engage during their appointments.	External partners	Not specified.	Relevant partners have been contacted about this recommendation. At the time of writing, 10th May 2017, a response had not yet been received to this recommendation.
Recommendation 2	A representative of the new Liaison and Diversion Service for Worcestershire should work as a Change Champion in Connecting Families once the service starts to operate in the county.	External partners	Not specified.	Relevant partners have been contacted about this recommendation. At the time of writing, 10th May 2017, a response had not yet been received to this recommendation.

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Recommendation 3	Worcestershire County Council should review the provision of Youth Mental Health First Aid training to determine whether a concessionary rate could be offered to enable staff from smaller Voluntary and Community Sector organisations to participate.	External Partner – Worcestershire County Council	Not specified.	Worcestershire County Council has been contacted about this recommendation. At the time of writing, 10th May 2017, a response had not yet been received to this recommendation.
Recommendation 4	The Leader of the Council should write to the Secretary of State for Education, the Rt. Hon. Justine Greening, urging her to ensure that Personal, Social, Health and Economic Education (PSHE) Lessons, to include lessons about mental health and wellbeing issues, become a statutory part of the national school curriculum.	Leader of the Council	April 2017 - completed	A letter was sent to the Secretary of State for Education regarding this matter in April 2017. A response was received in May 2017 from Edward Timpson MP, Minister of State for Vulnerable Children and Families, which acknowledged the importance of good mental health and wellbeing for young people. This letter revealed that all secondary schools in England and Wales, including maintained schools, academies and independent schools, will need to teach Relationships and Sex Education (RSE) when relevant legislation comes into effect. Parents will retain the right to withdraw their children from these lessons.
Recommendation 6	<p>Senior officers, following consultation with the Portfolio Holders for Corporate Management and Housing respectively, should review the implications for Council Services of the following actions detailed in the West Midlands Combined Authority (WMCA) Mental Health Commission's <i>Thrive West Midlands Action Plan</i>:</p> <p>a) Action 4: the proposal to evaluate a financial incentive to encourage companies to demonstrate their</p>	Chief Executive's Office	Ongoing	<p>It is too early to have made much progress on this given that the WMCA Mental Health Commission only relatively recently concluded its work however positive discussions have been held with the WMCA Mental Health lead, Redditch and Bromsgrove CCG and Worcestershire Health and Care Trust – both of whom also signed up in principal to the Mental Health concordat.</p> <p>The discussions focussed on the Housing First and primary care mental health. With regard to Housing First the WMCA have commissioned external support to design their approach and they are considering Redditch</p>

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	<p>commitment to mental health and wellbeing.</p> <p>b) Action 5: the proposal to help people to gain housing and work (including potentially supported accommodation).</p> <p>The outcomes of this work should be reported for the consideration of the Executive Committee.</p>			<p>as a prospective site for the proof of concept pilot.</p> <p>With regard to primary care mental health WMCA will seek to work with the lead GP commissioner to ensure we get the proof of concept product working in Redditch.</p> <p>In relation to the work place agenda WMCA are pushing now with the fiscal incentive work at pace and have identified £7m for the Midlands Engine which gives the opportunity to do some work across the whole midlands region.</p>