

Overview and Scrutiny Recommendations Tracker
Recommendations made directly by the Overview and Scrutiny Committee 2012/13

Date of O&S Committee	Recommendation	Date considered by Executive Committee	Comments on action taken to implement the Committee's recommendations (where required).
31/05/12	<p>Promoting Sporting Participation Task and Finish Group</p> <p>Recommended that</p> <p>1) A new independent website be created to promote sport and leisure in Redditch, be maintained and updated on a constant basis, and possess its own domain name to give it its own distinct identity;</p>	26/06/12	<p>These recommendations were all APPROVED.</p> <p>The Overview and Scrutiny Committee is due to receive a monitoring update report in May 2013 which will provide a more detailed assessment of the progress that has been made in implementing the group's recommendations.</p> <p><u>Comment recommendation 1)</u></p> <p>It was agreed by CMT for a small group to review the current website and development plans. To review the platform and content manager software that the Council's website runs on. Currently the website is hosted by the County Council.</p> <p>It is acknowledged that the current content management system, Alterian, works well and is quite user friendly. A great deal of time and effort has gone into training staff to use the software so it may not be necessary or desirable to change this. However, the website itself may benefit from</p>

	<p>2) That Officers undertake a review into the possibility of creating new branding for Redditch Sports and Leisure to help compliment the new independent website; and that the Council create a competition for local students to design the new branding</p>		<p>being hosted on our own technical infrastructure. (This will need to be explored by the web team.)</p> <p>A Leisure Services web group has been set up and is taking place monthly ensuring considerable effort is put in by officers and the web development team. It is vital that all staff involved in maintaining and updating web pages are given time to focus on this work as part of their day job.</p> <p>This has created customer focused pages which are simple to access and provides the information required. Guidance has also been given to staff on content and keywords, as well as how to ensure that pages come out top on a Google search.</p> <p>The 'star' feedback system on each page is proactively used by the service to measure the success of their work and drive any further improvements to deliver the service.</p> <p><u>2</u></p> <p>Joint logos have been looked at on staff uniforms. However, both group leaders agreed that there were to be no separate team logos.</p>
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	<p>3) That the Council look to maximise the benefits of parks and green spaces in Redditch by introducing more informal games areas and additional equipment to help increase sporting participation and physical activity in the local area.</p> <p>4) That the Council give its full support to the introduction of new events to promote sport and physical recreation, individual sports clubs, and increased sporting participation in Redditch.</p>		<p><u>3 and 4</u></p> <p>A working group is applying for further funding and delivering an action plan to introduce free recreational activities in parks and open spaces. The project includes a 'maize maze' outdoor table tennis tables and courts parked out for games and activities.</p> <p>The Arrow Valley Parkrun is now well established. Volunteers from parks and sports development deliver the free of charge, 5K Parkrun every Saturday morning around the lake. We have an estimated 480 registered members(adults and children) with between 70 and 90 participants turning up each week.</p> <p>Sports Development have delivered the Couch to 5K programme - This has been successful with 15 – 20 participants taking part each week.</p> <p>Bootcamps have been delivered through the summer season in Morton Stanley park and Arrow Valley Parks by both internal and an external provider working closely with the council. External Continues Saturday mornings during autumn/winter</p> <p>Investigation and development underway for bike hire and routes through Arrow Valley Park – this will be programmed to commence in spring/summer 2013</p>
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	<p>5) That the Council work closely with NEW College to enable its students the opportunity to support these new sporting events on a voluntary basis.</p>		<p>Investigation is underway to hold orienteering events in Arrow Valley Park and Morton Stanley Park in spring/summer 2013</p> <p><u>5</u></p> <p>The BRAVO volunteering initiative is off to a great start, with coordinator Gemma Dyre. Over 160 students completed the training course from NEW college in one day and a variety of community courses have been delivered. Sports Services have also just appointed 2 apprentices in partnership with NEW College.</p> <p>The sports development team have also secured 5.5k to train disabled people to be sports coaches over the next 3 years and are working with special schools to design a specialised volunteering initiative.</p> <p><i>Case study</i> – a local single mum has fed back that she has been unemployed but was thrilled to get a cleaning job recently. The employer fed back that her CV, being involved in a 2012 Sportmakers course and showing that she wanted to work by volunteering made her stand out and that is why they gave her the job!</p>
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<p>19/06/12 and 25/06/12</p>	<p>Medium Term Financial Plan</p> <p>Recommended that</p> <ol style="list-style-type: none"> 1) the £50,000 of funding for the capital repairs of public buildings, identified as a potential saving to fund the revised budget proposals as detailed in 3.7.1 of the report, be retained as part of the capital programme; and 2) further time be allocated to developing a comprehensive financial statement on the proposals to revise the Medium Term Financial Plan 2012/13 – 2014/14 prior to any decision being made on the subject. 	<p>26/06/12</p>	<p>These recommendations were both REJECTED.</p> <p>As these recommendations were rejected there are no updates to provide.</p>
<p>17/07/12</p>	<p>Co-Location of the One Stop Shop at Woodrow Library - Pre-Decision Scrutiny</p> <p>The Committee proposed three recommendations on this subject. <i>As these recommendations were proposed in confidential session they are not listed here.</i></p>	<p>24/07/12</p>	<p>These recommendations were all APPROVED.</p> <p>Worcestershire County Council (WCC) have a project plan for the refurbishment of the library. The library is scheduled to close early in January 2013 for a period of weeks with a re-opening date of early February. WCC hope to secure space in a nearby building to enable them to continue to provide a reduced service. This will be backed up with the mobile library service to ensure that users still have access to library services.</p>

			<p>We will be aiming to move our One Stop Shop (OSS) service with minimum disruption or down time within a day or so of the library re-opening.</p> <p>A working group has been set up to establish working practices and agree operational issues. Redditch Borough Council's Customer Services Manager is a member of this group. It is anticipated at this time that the opening hours of the OSS will not be changed, thus reducing disruption to our customers.</p>
14/08/12	<p>Access for Disabled People Task Group Final Report</p> <p>Recommended that</p> <p><u>DISABLED PARKING</u></p> <p>1) a user friendly version of the map (detailed in Appendix E of the main report) demonstrating the location of disabled parking spaces and Shopmobility in Redditch town centre should be produced and promoted on the</p>	21/08/12	<p>Eight of these recommendations were APPROVED. Two remain PENDING a decision.</p> <p>The Committee is due to receive a monitoring update report in February 2013 which will provide a more detailed assessment of the progress that has been made in implementing the group's recommendations. Therefore a selection of updates has been provided for this report.</p> <p><u>Comment Recommendation 1:</u></p> <p>A user friendly version of this map has been produced and was circulated for the consideration of Members of the group on 29th November 2012. (Attached as Appendix A).</p>

	<p>Council's website, on the Redditch Matters e-magazine and on the Palace Theatre's website and should be promoted to local businesses to use;</p> <p>a) the contents of this map should be reviewed every twelve months to ensure that the information remains accurate;</p> <p>2) Redditch Borough Council should work with the Redditch Town Centre Partnership, Worcestershire County Council's Highways Department and the Kingfisher Shopping Centre to introduce collection and delivery points in the town centre that could be used by vehicles transporting people with disabilities;</p> <p><u>TAXI SERVICES</u></p> <p>3) taxi companies should be offered licences to operate adapted vehicles for a longer period of time than standard vehicles to incentivise taxi firms to increase the number of adapted vehicles in their fleets. The vehicles should be permitted to operate for these lengthier periods of time subject to passing the</p>		<p><u>3 and 4: (Decision PENDING from the Licensing Committee)</u></p> <p>The two recommendations on the subject of licensing were referred for the consideration of the Council's Licensing Committee on 17th December 2012. During the meeting Members of the Licensing Committee indicated that they were largely in favour of the group's proposals. However, in line with Council policy, a twelve week consultation on both recommended actions has been requested alongside a further detailed report from expert officers on the subject.</p>
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	<p>three inspection tests and the MOT that the Council's licensing regime requires for each vehicle;</p> <p>4) taxi drivers should be offered disability awareness training, which would include information about manually assisting people with disabilities, by Redditch Borough Council;</p> <p><u>BUSES</u></p> <p>5) Worcestershire County Council's Transport Department should work with local bus operators to apply for any future Better Buses Area Funding from the Department for Transport to finance the installation of audio-visual equipment on buses operating in Redditch Borough;</p> <p><u>GENERAL RECOMMENDATIONS</u></p> <p>6) a disability awareness session should be delivered as part of the Member Development Programme at Redditch Borough Council;</p>		<p><u>6)</u></p> <p>A session has been booked for Wednesday 30th January to be held in the Council Chamber at the Town Hall.</p>
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	<p>7) ward Members should be made aware that they can use their knowledge of the local community to assess the condition of the pavements and dropped kerbs located in their wards and report their findings for the consideration of Worcestershire County Council's Highways Department and Redditch Borough Council's Environmental Services;</p> <p>8) the Council's Planning Department should consider arranging for funding from Section 106 agreements to be allocated to the installation of tactile signage in the town centre for the use of people with sensory impairments;</p> <p>9) Redditch Town Centre Partnership work with the Kingfisher Shopping Centre to introduce additional seating in the Kingfisher Shopping Centre, involving an investigation of the ergonomics of the seating provided;</p>		
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	<p>10) Officers undertake further work into the following areas that should be reported for the consideration of the Overview and Scrutiny Committee and Executive Committee at a later date:</p> <ul style="list-style-type: none">a) a review of the potential to install a canopy over the ramp access to Shopmobility;b) a joint review in partnership with Apollo 2000 of the potential for the Council to undertake landscaping work in the company's car park in return for using the car park as a collection and delivery point for Dial a Ride vehicles;c) a joint review with the Kingfisher Shopping Centre, concerning the potential activation of the RNIB React system in the centre; andd) a review of the implications of introducing disabled parking spaces and a Dial a Ride collection and delivery point in the former covered market area, as detailed in Appendix E.		<p><u>10b:</u></p> <p>This report has been produced and will be available for Members' consideration in early 2013.</p>
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<p>09/10/12</p>	<p>Dial a Ride Extended Service – Feasibility Study</p> <p>Recommended that</p> <ol style="list-style-type: none"> 1) the Dial-a-Ride scheme operated under a permit issued under section 19 of the Transport Act 1985, be extended to include making the Dial-a Ride vehicles available to those community organisations registered with the Council for use during evenings and weekends; 2) that the charging schedule as set out in Appendix 1 be adopted; and 3) that the scheme is based on the examples presented in appendix 2; 4) subject to the extended Dial a Ride scheme being approved, the Overview and Scrutiny Committee receive a monitoring update report on the subject 12 months after the scheme’s introduction. 	<p>16/10/12</p>	<p>The recommendations were all APPROVED.</p> <p>The Charging Policy has been implemented and the service has been used by Leisure Services on Saturdays. The necessary documentation for hiring vehicles out to the voluntary sector has been produced and promotion of the service to the voluntary sector will take place in the New Year.</p>
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<p>09/10/12</p>	<p>Portfolio Holder Annual Report – Planning, Regeneration, Economic Development and Local Transport</p> <p>Recommended that</p> <ol style="list-style-type: none"> 1) Redditch Borough Councillors and Officers develop a clear understanding of the most effective uses of <i>Choose How You Move 2</i> monies in Redditch Borough; and 2) the Economic Advisory Panel (ECAP) should meet more frequently, the scope of the Panel should be expanded and more active participation of elected Members at meetings of the Panel should be promoted. 	<p>20/11/12</p>	<p>The recommendations were APPROVED, subject to amended wording to the first recommendation.</p>
<p>06/11/12</p>	<p>Sickness Policy Short, Sharp Review</p> <p>Recommended that</p> <ol style="list-style-type: none"> 1) the Council’s Sickness Absence Policy should be updated and reduced in length, in order to clarify the structure and process for managing both short-term and long-term sickness absences; 	<p>20/11/12</p>	<p>These recommendations were all APPROVED.</p> <p>Officers are working on incorporating the agreed changes to the Sickness Absence Policy into a policy document.</p> <p>As part of this process the recommendations approved will also be included in the development and launch of the changes.</p>

	<ul style="list-style-type: none">2) the terminology used in the policy be sensitive to the needs of staff experiencing sickness;3) an A5 laminated guide to the Council's Sickness Absence Policy should be provided for the use of managers and staff;4) all changes to the Council's Sickness Absence Policy should be communicated to managers and staff;5) the Sickness Absence Policy should be included in the induction process for new staff and managers employed by the Council;<ul style="list-style-type: none">a) staff and managers should also receive regular refresher training;6) the Sickness Absence Policy should be applied consistently to staff across all service areas, but managers should be encouraged, recognising individual circumstances and different working environments to apply the policy appropriately;		<p>Recommendations 3 & 7 require additional development but Officers are aiming for overall implementation in February 2013.</p>
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	<p>7) the occupational health service available to staff experiencing sickness should be reviewed; and</p> <p>8) communication should form an integral part of the transformation process to ensure that staff understand the reasons for changes made to services as part of the transformation process and how transformation may impact on them.</p>		
11/12/12	<p>Concessionary Rents</p> <p>RECOMMENDED that</p> <p>1) the Draft Policy attached at Appendix 1 to the report be approved, and implemented with immediate effect for new tenancies, subject to the further recommendations from the Overview and Scrutiny Committee being approved (<i>as listed below in recommendations 4 to 10</i>);</p> <p>2) transitional arrangements be introduced with effect from 1st April 2013 to allow the policy to be fully implemented over a three year period taking into account the</p>	18/12/12	<p>The first three recommendations were APPROVED, subject to rewording of recommendation 1.</p> <p>The Executive Committee did not reach a decision on the other seven recommendations. The Portfolio Holder for Corporate Management has been tasked with considering the report of the Overview and Scrutiny Committee and determining whether aspects of its recommendations might be incorporated into the policy in due course.</p> <p>(Decision PENDING)</p>

	<p>terms of existing leases;</p> <p>3) authority be delegated to the Head of Finance and Resources in conjunction with the Council's Voluntary Sector Grants Co-ordinator to approve concessionary rents/rent relief in line with the draft policy attached at Appendix 1 to the report;</p> <p>4) that any Council policy on concessionary rents ensure that a consistent, fair, clear and transparent approach is applied to dealing with applications from third sector organisations;</p> <p>5) that any third sector organisation looking to obtain a concessionary rent from the Council be required to submit a detailed business case outlining their plans for a particular property;</p> <p>6) that Officers facilitate a series of workshops to advertise and promote the new policy to the third sector in Redditch;</p>		
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	<p>7) that the Council work with the local media and utilise social networks and its own website to publicise the new policy to the third sector in Redditch;</p> <p>8) that each approved concessionary rent agreement be for a minimum five year duration, include a three year break clause, and be monitored on an annual basis;</p> <p>9) that the Council undertake a review of the approved policy twelve months after its inception; and</p> <p>10) Officers further investigate suitable organisations to which third sector groups could be signposted with regard to obtaining independent advice on renting and managing properties.</p>		
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Total Number of recommendations first half 2012/13: 44

Number of Recommendations APPROVED by the Executive Committee: 33

Number of Recommendations REJECTED by the Executive Committee: 2

Number of Recommendation PENDING a decision from the Executive Committee or Licensing Committee: 9