

Action Tracker Update
Overview and Scrutiny Committee
21st March 2019

RECOMMENDATION TRACKER REPORT

1. SUMMARY

This Recommendation Tracker lists all recommendations made by the Overview and Scrutiny Committee (including Task Group recommendations which have been agreed by Executive) until implementation is complete.

The recommendations are by;

- A. Task and Finish Group
- B. Budget Scrutiny Working Group
- C. Overview and Scrutiny Committee

2. RECOMMENDATIONS

- 2.1 That the Committee notes the quarterly Recommendation Tracker, confirms the status of the recommendations and agrees to the removal of any items which the Committee feel have been completed.

Subject and Date of Meeting requested	Actions	Lead Officer	Date completion required	Comments	Completion Date and RAG Rating
Development Partner to progress the possible redevelopment of Winyates and/or Matchborough District Centres and Surrounding Areas	Recommended that assurances be given that no Council housing stock or business unit assets would be lost from the redevelopment of the Winyates and Matchborough district centres.	Paul Spooner		The Executive Committee will receive a report at its March Committee seeking agreement to a brief for development which will require potential development partners to work with the Council on the regeneration of the local centres and protect the Council's income and financial position, and ensure the provision of social housing at current level.	AMBER
Redditch Business Improvement District - Budget Scrutiny Working Group	The Executive Committee should support the introduction of a Business Improvement District in Redditch Town Centre	Lyndsey Berry	Dec 2018	At the Executive Committee on 11 Dec, the following recommendations was approved: a) the position in respect of the vote in favour of the BID in respect of Council properties in the Town Centre be agreed; ACTION COMPLETED.	GREEN

RED – Overdue **AMBER** – Ongoing **GREEN** – Completed

Subject and Date of Meeting requested	Actions	Lead Officer	Date completion required	Comments	Completion Date and RAG Rating
Enterprise System Budget Scrutiny Working Group 3 Dec 2018	<p>Recommended that there should be an all Member briefing on the subject of the new Finance System before Council makes a decision on this subject on 28th January 2019.</p>	<p>Chris Forrester and Jess Bayley</p>	<p>Before 15th April</p>	<p>This recommendation was approved in an amended form using the following wording:</p> <p><i>“Arrangements for an all Member briefing on the subject of the new finance system be made at the appropriate time.”</i></p> <p>This will be arranged to take place at some point between 26th March and 15th April.</p>	<p>AMBER</p>
Pre-Decision Scrutiny - Housing / HRA Overview and Recovery Plan O&S – Sept 18	<p>Recommended that Executive Committee consider the content of the report and endorse the strategic action plan;</p> <p>support the financial actions undertaken in respect of the Housing Revenue Account and note the proposed actions subject to formal budget and rent setting processes as detailed in the strategic action plan;</p> <p>support the Director / Heads of Service remits and authorise the</p>	<p>Sue Hanley, Guy Revans and Judith Willis</p>		<p>The recommendations were agreed at Executive Committee on 11 Sept 2018.</p> <p>Progress is being made in respect of the Housing Implementation Plan. This shall be reported to Committee through update reports, starting with the first to the Executive Committee in February which was the subject of pre-scrutiny.</p>	<p>AMBER</p>

	<p>Chief Executive / Corporate Management Team Officers to proceed to recruit to the proposed senior managers for the service (subject to service review) with support for phased service reviews for the whole of the services detailed, over the following 12 – 18 months;</p> <p>endorse that the governance and reporting of progress on the strategic action plan be through Executive Committee; and</p> <p>recommends that a sum of £350,000 (capital staffing costs) be built into the capital budget (HRA) for 2018/19 to resource the immediate review of Housing Capital / property and compliance team(s).</p>				
Pre-Decision Scrutiny - Leisure Services Re-Structure	Recommended that the proposed management structure, timeline and associated costs contained within this report are approved.	Jayne Pickering		<p>The recommendation was approved at Executive Committee on 11th September 2018.</p> <p><u>March 2019</u> We have recruited over the last week to most posts in the new structure. The 4th tier posts are all recruited to and the remaining vacant ones will be filled shortly.</p>	AMBER

Subject and Date of Meeting requested	Actions	Lead Officer	Date completion required	Comments	Completion Date and RAG Rating
<p>Pre-Decision Scrutiny - Leisure Services Business Plan</p> <p>6 Sept</p>	<p>Recommended approval of the Business Plan to include the key assumptions at Section 8 and confirmation of a date of transfer as from 1st December 2018 for the following services:</p> <p>Abbey Stadium Sports Centre Palace Theatre and Palace Youth Theatre Forge Mill Needle Museum and Bordesley Abbey Visitors Centre Inc. access to Bordesley Abbey Ruins Community Centres at Windmill Drive, Oakenshaw, Batchley and Winyates Green; and Pitcheroak Golf Course.</p> <p>Approval of the establishment of a member panel to undertake the recruitment of the Managing Director and Non-Executive Directors. It is proposed that this panel comprises the Leader, relevant Portfolio Holder and the leader of the opposition, or their nominees. This panel will be supported by 2 senior officers of the Council;</p>	Jayne Pickering		<p>The recommendations were approved at Executive Committee on 11th September 2018.</p> <p>Rubicon Leisure was launched on 1st December 2018. A Managing Director of the company has been appointed and elected Members were involved in making that appointment. A number of staff members and non-Executive Directors have also been appointed. All the funding requirements in the recommendations have been addressed or are in the process of being addressed.</p> <p>ACTION COMPLETED.</p>	GREEN

	<p>Approval of, in principle, the investment opportunities as detailed in Appendix 6 and request officers bring detailed business cases to the Board of Directors for final approval;</p> <p>Approval of the funding of £55k from balances to fund an Electronic Point of Sale (EPOS) system to ensure the NewCo has the functionality to enable marketing, income generation and customer insight to be at its most effective;</p> <p>Approval of a transfer from balances of £74k to cover the period of the initially agreed transfer date of 1st September 2018 to the revised date of 1st December 2018;</p> <p>Approval of the Company name as Forge Leisure Solutions trading as Forge Leisure</p>				
--	---	--	--	--	--

Subject and Date of Meeting requested	Actions	Lead Officer	Date completion required	Comments	Completion Date and RAG Rating
Pre-Decision Scrutiny - Draft Council Tax Reduction Scheme and Wider Support Framework 6 Sept	the Council undertake a formal consultation with the major preceptors and the public on the proposed design of a revised scheme to take place for 8 weeks from 1 st October. The results of the consultation will be presented to Overview and Scrutiny and Executive in January when it will consider any recommendations that will go to full Council in February.	David Riley	Winter 18/19	Consultation on changes to the scheme took place from 1 st October 2019. The consultation evidenced limited support for adoption of major changes to the Local Council Tax Support scheme and it has been recommended that no significant changes are made to the scheme, other than to provide support for care leavers. The revised scheme was approved by full council on 25 th February 2019. ACTION COMPLETED.	GREEN
Redi Centre Lease Arrangement - Pre Decision Scrutiny Overview and Scrutiny – 5 July 2018	Recommended that the Executive Committee take into account the following three recommendations; a 12 year lease is granted to RYCE for the use of the REDI Centre subject to commence when the Lottery funding for works on the building is approved; approval of a rent of £7k per annum	Jayne Pickering		At the Executive Committee on 5 July 2018 the recommendations were approved. <u>March 2019</u> This piece of work is still in progress, as yet there is no further update.	AMBER

	<p>is agreed for the period of the lease; and</p> <p>should the Lottery grant be unsuccessful that a further report be presented to Members on the future opportunities for the centre.</p>				
<p>Bereavement Services Fees and Charges – capital works at Redditch Crematorium.</p>	<p>The following capital works were proposed for Redditch Crematorium facility and heating improvements; £344k of funding be allocated to enable capital works in the crematorium in 2016; and</p> <p>A proportion of the income from the increased fees to be allocated to covering the capital works costs</p>	<p>Bereavement Services / Environmental Services</p> <p>Guy Revans Michael Birkinshaw</p>		<p><u>Dec 2018</u></p> <p>This has been discussed with PHB on the 28th August 2018 and agreed to run through procurement (full tender 50k plus) and get the costings to develop Ipsley Church Lane as a new cemetery site. The appointment of the consultancy firm would be subject to coming back to exec and agreeing both cost & scope based on the recommendation of the report.</p> <p>Until it has conducted the procurement exercise (with a clause to only appoint after additional discussion with exec) it cannot inform members of prospective costs / options.</p> <p>A report will come to Exec in due course after an additional procurement exercise has been completed.</p>	<p>AMBER</p>

				<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 arrangements 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</p>	
--	--	--	--	--	--

			<p>long term outcome from the investment) which will allow for the relevant procurement processes to be followed.</p> <p><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.</p>	
--	--	--	---	--