

**Actions requested by the Overview and Scrutiny Committee**

Date Action Requested	Action to be Taken	Response
<p align="center"><b>1</b></p> <p>19/12/07</p>	<p>Members discussed the proposed new format for presenting performance information to the Overview and Scrutiny Committee. Officers were asked to provide an explanation of the traffic light system. Members did not specify a date by which this information should be made available.</p>	<p>The Overview and Scrutiny Support Officers have informed the relevant Officers of this request. (TO BE DONE). Lead Officer, Head of Strategy and Partnerships (HSP), Estimated introduction date, August 2008.</p>
<p align="center"><b>2</b></p> <p>27/02/08</p>	<p>Officers were asked to present community safety performance data to Members using both of the templates that had been provided for the consideration of Members at that meeting. Officers were asked to present this information to the Overview and Scrutiny Committee alongside the quarterly performance reports.</p>	<p>The Overview and Scrutiny Support Officers have informed the relevant lead Officer of this request. (TO BE DONE). Lead Officer, HSP, estimated introduction date, August 2008.</p>
<p align="center"><b>3</b></p> <p>27/03/08</p>	<p>Members agreed that a series of actions should be undertaken as preparatory work for carrying out scrutiny of economic development role at the Council. Members requested several actions as detailed below:</p> <ul style="list-style-type: none"> <li>• the Jobs, Employment and Economy scrutiny report be circulated amongst all Overview and Scrutiny Committee Members;</li> <li>• the Economic Development Manger job specification be reviewed in line with the three key themes contained in the Regional Economic Strategy: business; place; and people;</li> </ul>	<p>Members agreed to review Economic Development on a stage by stage basis. The Jobs, Employment and Economy report is scheduled to be reconsidered at a meeting of the Overview and Scrutiny Committee on Wednesday the 20th August 2008. The order for consideration of the other proposed actions will be agreed following this meeting.</p>

<p style="text-align: center;"><b>3</b></p>	<ul style="list-style-type: none"> <li>• relevant Officers from Worcestershire County Council be invited to the Committee to discuss their roles and responsibilities for economic development in Redditch;</li> <li>• further information be provided on roles and responsibilities for other bodies / agencies contributing to economic development in Redditch;</li> <li>• the latest secondary school attainment figures be obtained and distributed to Committee Members; and</li> <li>• representatives of Education Services from Worcestershire County Council be invited to a future meeting to educational attainment levels in Redditch schools.</li> </ul>	
<p>28/05/08</p> <p style="text-align: center;"><b>4</b></p>	<p>Members agreed to organise for members of the Committee to attend a Select Committee meeting in Westminster to observe national best practice in scrutiny. No date was specified.</p>	<p>Officers discussed arrangements for this visit with the Chair. It was noted that there few opportunities to undertake this trip before the summer recess in Parliament and therefore the trip to Westminster would take place in Autumn 2008. (TO BE DONE). Lead Officers OSSOs, estimated completion date Autumn 2008.</p>
<p>09/07/08</p> <p style="text-align: center;"><b>5</b></p>	<p>Members asked Officers to maintain a detailed record of unauthorised encampments in the Borough. Officers were asked to present this record before the Committee in Autumn 2008. The record would be used to assess the effectiveness of the revised version of the Worcestershire Joint Policy on Unauthorised Gypsy and Traveller Encampments.</p>	<p>Officers to report before the Overview and Scrutiny Committee in Autumn 2008. (TO BE DONE). Lead Officer, Senior Environmental Health Officer, completion date, Autumn 2008.</p>

<p>09/07/08</p> <p><b>6</b></p>	<p>Members discussed provision of authorised gypsy and traveller encampments in the area. Members agreed that in response to the Gypsy and Traveller Area Assessment undertaken at County level it was likely to be recommended that Redditch work with Bromsgrove District council to identify authorised sites for encampments. Officers were asked to start working with Bromsgrove to identify sites.</p>	<p>Planning Officers provided a response to this request for action, which was forwarded to all Members of the Committee on 22/07/08. Officers explained that they are working in accordance with a set process which will take place over a number of months. (DONE).</p>
<p>09/07/08</p> <p><b>7</b></p>	<p>Members recommended that the issues raised during the Work Programme Planning Afternoon (WPPA) on the subject of relations between the Overview and Scrutiny and Executive Committees be considered by the Executive Committee.</p>	<p>This information is scheduled to be considered at a meeting of the Executive committee on the 13th August. (WILL BE DONE SOON). Lead Officers, OSSOs, estimated completion date, 13th August 2008.</p>
<p>09/07/08</p> <p><b>8</b></p>	<p>Members agreed that Councillor Banks should propose the scrutiny topic she had suggested during the WPPA at a meeting of the Worcestershire Health Overview and Scrutiny Committee. Councillor Banks was asked to report back before the Committee in the Autumn of 2008 if she feels that further action is required.</p>	<p>Lead Member, Councillor Banks. (The resolution of this item is subject to Councillor Banks' views about the response of the Health Overview and Scrutiny Committee).</p>
<p>09/07/08</p> <p><b>9</b></p>	<p>Members agreed to consider a scoping document for the proposed review of Housing Mutual Exchange at the following meeting of the Overview and Scrutiny Committee.</p>	<p>The completed scoping document is attached to this agenda and due to be considered by Members during this meeting. (DONE).</p>

<p>09/07/08</p> <p><b>10</b></p>	<p>Members agreed to postpone further consideration of a potential review of the Borough's fishing tackle heritage, proposed during the WPPA, until the Role of the Mayor review had been completed.</p>	<p>The proposer for the item, Councillor Hunt, was informed of this decision on 14/07/08. The Work Programme has also been adjusted accordingly.</p> <p>(TO BE DONE). Lead Officers, OSSOs, estimated completion date November 2008.</p>
<p>09/07/08</p> <p><b>11</b></p>	<p>Councillor Taylor was asked to complete a scoping document relating to reviews of public transport proposed during the WPPA. Councillor Taylor agreed to do so, though asked to postpone the submission of a scoping document until September 2008.</p>	<p>A scoping meeting for this review is scheduled to take place on 28/08/08. The scoping document should be submitted for the Committee's consideration in September 2008. (TO BE DONE). Lead Member, Councillor Taylor, estimated completion date, September 2008.</p>

## Glossary

HSP	-	Head of Strategy and Partnerships
OSSO	-	Overview and Scrutiny Support Officer
WPPA	-	Work Programme Planning Afternoon