

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

<b>Date Action Requested</b>	<b>Action to be Taken</b>	<b>Response</b>
<p align="center">19/12/07</p> <p align="center"><b>1</b></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 format was used to present the performance data for this meeting. (DONE).</p>
<p align="center">27/02/08</p> <p align="center"><b>2</b></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, Head of Strategy and Partnerships, estimated introduction date, August 2008.</p>
<p align="center">27/03/08</p> <p align="center"><b>3</b></p>	<p>Members agreed that a series of actions should be undertaken as preparatory work for carrying out scrutiny of economic development 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 during this meeting (DONE).</p> <p>The order for consideration of the other proposed actions will be agreed following this meeting (TO BE DONE).</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 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 will have been considered at a meeting of the Executive Committee on Wednesday the 13th August. (DONE).</p>
<p>09/07/08</p> <p><b>7</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. (A resolution to 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>8</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 and Housing Mutual Exchange reviews had been completed.</p>	<p>The proposer for the item, Councillor Hunt, was informed of this decision on 14/07/08. The Committee's Work Programme has also been adjusted accordingly.</p> <p>(TO BE DONE). Lead Officers, OSSOs, estimated completion date March 2009.</p>
<p>09/07/08</p> <p><b>9</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>

<p>30/07/08</p> <p><b>10</b></p>	<p>Members requested an explanation of the Council's procedures for the disposal of assets.</p>	<p>A report on this subject is due to be delivered for the consideration of Members on Wednesday the 10th September 2008. (WILL BE DONE SOON). Lead Officer, Property Services Manager.</p>
<p>30/07/08</p> <p><b>11</b></p>	<p>Members agreed to defer the launch of the Housing Mutual Exchange review until November 2008.</p>	<p>The review is due to be launched by the Overview and Scrutiny Committee on the 26th November 2008. (TO BE DONE). Lead Officers, OSSOs.</p>
<p>30/07/08</p> <p><b>12</b></p>	<p>Officers were asked to clarify the constitutionality of the existing Task and Finish Groups.</p>	<p>The Chair of the Overview and Scrutiny Committee has consulted with the Group Leaders over the Membership of the existing Task and Finish Groups. The Groups can therefore be confirmed as being constitutional. (DONE).</p>
<p>30/07/08</p> <p><b>13</b></p>	<p>Members requested further information in relation to a number of figures contained within the performance outturn report. The following actions were requested:</p> <ol style="list-style-type: none"> <li>1. Members requested an explanation for the Council's fall in performance in relation to BV109a: the percentage of major planning applications determined within three weeks;</li> </ol>	<ol style="list-style-type: none"> <li>1. the Acting Director of Environment and Planning provided a response to this request, which was circulated amongst Members of the Committee, on Tuesday the 5th August 2008 (DONE);</li> </ol>

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2. Members requested an explanation for the change in performance in relation to ET05, the number of public reports of fly tipping;
3. Members requested more detailed information about the types of items classified as fly tipping, the type of land subject to fly tipping and the locations where fly tipping frequently occurred;
4. Members requested information about the Council's performance in relation to BVPI79B(i); the amount of housing benefit overpayments recovered as a percentage of all housing benefit overpayments
5. Members requested further information with regards to the number of Council properties that were left in a poor state of repair when tenants vacated the building and the number of properties that were left in such a bad condition that they could not be repaired;
6. Members asked Officers to clarify whether the reward scheme for tenants who returned their properties to the Council in good condition remained in operation; and

2. Officers are due to circulate a response to this request for information on Tuesday the 12th August 2008 (WILL BE DONE SOON), Lead Officer Head of Environment (HE);
3. Officers are due to circulate a response to this request for information on Tuesday the 12th August 2008 (WILL BE DONE SOON), Lead Officer, HE;
4. this information has yet to be provided, (TO BE DONE), Lead Officer, Head of Finance, Revenues and Benefits;
5. Officers circulated a response to this request on Friday the 8th August (DONE);
6. Officers circulated a response to this request on Friday the 8th August (DONE); and

<p style="text-align: center;"><b>13</b></p>	<p>7. Members requested further information about the number of incidents that had occurred in relation to BV082a, the percentage of household waste arisings which have been sent by the authority for recycling.</p>	<p>7. Officers circulated a response to this request on Friday the 8th August (DONE).</p>
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## Glossary

HES	-	Head of Environment
OSSO	-	Overview and Scrutiny Support Officer
WPPA	-	Work Programme Planning Afternoon