

**CORPORATE RESOURCES SCRUTINY COMMITTEE
RECOMMENDATION TRACKING 2009/10**

<u>Scrutiny Date</u>	<u>Recommendation</u>	<u>Cabinet Date</u>	<u>Decision</u>	<u>Action Taken</u>
9/7/09	<p>Annual Report 2008-09</p> <p>Recommended to Cabinet:</p> <p>The Annual Report for 2008/09 be approved.</p>	21/7/09	<p>DECISION</p> <p>The content of the Annual Report 2008/09 be approved.</p>	<p>Annual Report agreed by Cabinet on 21st July and published on the Council's website and intranet.</p>
9/7/09	<p>Directorate Business Plans</p> <p>Recommended to Cabinet:</p> <p>The Directorate Business Plans for 2009/2010 be approved.</p>	21/7/09	<p>DECISION</p> <p>The Directorate Business Plans for 2009/2010 be approved.</p>	<p>Business Plans agreed by Cabinet on 21st July and published on the Council's intranet. Progress reported quarterly to Committee.</p>
10/9/09	<p>Domestic Waste Collection and Recycling Review Panel</p> <p>Recommended to Cabinet:</p> <p>1 The Council works towards the utilisation of the new "Envirosort" facilities currently being developed by the County Council, with a view to increasing the range of materials</p>	22/9/09	<p>DECISION</p> <p>The Recommendations as set out below be agreed to in principle, subject to a further report being made to Cabinet and any recommendations being agreed by Full Council as appropriate:</p> <p>1 The Council works towards the utilisation of the new "Envirosort" facilities currently being developed by the County Council, with a view to increasing the range of materials</p>	<p>This is underway. The Council is fully utilising the new plant following the introduction of revised recycling collection arrangements on 5th July 2010. Additional material now</p>

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	<p>available for recycling.</p> <p>2 The Council adopts the revised Joint Municipal Waste Management Strategy for Worcestershire as far as it is able to so.</p> <p>3 In line with recommendation 1 the Council implements a wheeled bin collection for recycling materials, where possible, and special arrangements be made for problem collections.</p> <p>4 In relation to the cost of collection, an alternate weekly service be implemented for recycling/residual waste, whilst acknowledging the need to retain existing special arrangements.</p>		<p>available for recycling.</p> <p>2 The Council adopts the revised Joint Municipal Waste Management Strategy for Worcestershire as far as it is able to so.</p> <p>3 In line with recommendation 1 the Council implements a wheeled bin collection for recycling materials, where possible, and special arrangements be made for problem collections.</p> <p>4 In relation to the cost of collection, an alternate weekly service be implemented for recycling/residual waste, whilst acknowledging the need to retain existing special arrangements.</p>	<p>collected include cardboard packaging, cartons, & plastic containers.</p> <p>Strategy has been agreed, subject to an agreement with the County Council being reached on an adequate level of financial support being provided to all Worcestershire Districts to ensure the continuation of and improvement to recycling initiatives. The Director of Resources has been delegated responsibility to undertake such negotiations in consultation with the Cabinet Member.</p> <p>Implemented.</p> <p>Implemented.</p>

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	<p>5 Due to prohibitive cost restraints, the Council is unable to give support to the implementation of a food waste service at this time.</p> <p>6 In light of recommendation 5, the County Council be urged to review their decision to remove funding for sink waste disposal units.</p> <p>7 The Council implements a 'paid for' Wheeled Bin Garden Waste Service on a trial basis, and dependant upon initial interest, develops proposals to offer the service to either 5,000 or 10,000 households, on a cost recovery basis.</p> <p>8 An Implementation Plan, including details of communication of proposals to the public be developed as a matter of urgency, and reported to future meetings of the Corporate Resources Scrutiny Committee;</p> <p>9 Fully costed proposals in relation to the options listed above be included within the budget considerations for 2010/11 and beyond.</p>		<p>5 Due to prohibitive cost restraints, the Council is unable to give support to the implementation of a food waste service at this time.</p> <p>6 In light of recommendation 5 the County Council be urged to review their decision to remove funding for sink waste disposal units.</p> <p>7 The Council implements a 'paid for' Wheeled Bin Garden Waste Service on a trial basis, and dependant upon initial interest, develops proposals to offer the service to either 5,000 or 10,000 households, on a cost recovery basis.</p> <p>8 An Implementation Plan, including details of communication of proposals to the public be developed as a matter of urgency, and reported to future meetings of the Corporate Resources Scrutiny Committee;</p> <p>9 Fully costed proposals in relation to the options listed above be included within the budget considerations for 2010/11 and beyond.</p>	<p>Implemented.</p> <p>Implemented.</p> <p>This is underway. A new Garden Waste collection service commenced across the District on 5th April 2010 for an initial membership of 5,000 properties. Current subscriptions to date are at 1,450.</p> <p>Implemented.</p> <p>Implemented.</p>

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15/10/09	<p>Mortgage Review Panel</p> <p>Recommended to Cabinet:</p> <ol style="list-style-type: none"> 1. That the Council does not proceed at this time to offer shared ownership mortgages in respect of RSL properties. 2. A letter be written to the Housing Associations advising them of the Panel's proposal to defer matters for 6 months. If the situation alters they would be advised. 3. This matter be revisited in 6 months time. 	22/10/09	<p>DECISION:</p> <ol style="list-style-type: none"> 1. That the Council does not proceed at this time to offer shared ownership mortgages in respect of RSL properties. 2. A letter be written to the Housing Associations advising them of the Panel's proposal to defer matters for 6 months. If the situation alters they would be advised. 3. This matter be revisited in 6 months time. 	<p>The Housing Associations were contacted. No further action taken as continuing uncertainly about corporate resources to finance mortgages. Team time is limited now in light of housing inspection to undertake further work in relation to this project.</p> <p>This was considered again by the July meeting of Corporate Resources and recommended to Cabinet to not proceed to offer shared ownership mortgages in respect of RSL properties. This was recommendation was agreed by Cabinet.</p>
12/11/09	<p>Budget Review Panel</p> <p>Recommendation to Cabinet</p> <p>Approve the results of the Budget Prioritisation Exercise, undertaken by the Budget Review Panel and recommend them for consideration by Cabinet.</p>	24/11/09	<p>DECISION</p> <ol style="list-style-type: none"> 1. That the projected budget variations and comments outlined within this report be noted. Information from this report will feed into the ensuing Financial Strategy; 2. That the Income Generation Projection Report be noted; 3. That the Service Directors continue to monitor closely the Revenue Budget and Capital Programme, particularly in relation to implementation of Cabinet 	

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			<p>Proposals and non- policy saving approvals;</p> <p>4. That the updated Capital Programme and Vehicle, Equipment and Systems Renewal Schedule 2009/2010, brought about by slippage and reassessment, be noted;</p> <p>5. That the Cabinet Proposal and Non Policy Saving Progress Reports be noted;</p> <p>6. That the revised Budget Risk Matrix be noted;</p> <p>7. That the updated Prudential Indicators be noted; and</p> <p>8. That the Supplementary/Virement report be noted.</p>	
12/11/09	<p>Draft Mobile and Flexible Working Policy</p> <p>Recommendation to Cabinet:</p> <p>1. The Committee provide comment on the draft policy.</p> <p>2. The Committee propose that Cabinet</p>	24/11/09	<p>DECISION</p> <p>The draft Mobile and Flexible Working Policy be adopted for implementation from 1st January 2010.</p>	<p>Mobile and Flexible Working Policy be adopted and implementation commenced from 1st January 2010. Pilots undertaken and first cohort due</p>

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	<p>approve the draft policy for adoption by Council, subject to consideration being given to the feedback received from this Committee.</p>			<p>to start mobile / flexible working from June 2010.</p>
<p>14/01/10</p>	<p>Recommendations from the Regulatory Services Review Panel</p> <p>Recommended to Cabinet:</p> <ol style="list-style-type: none"> 1. The Corporate Resources Scrutiny Committee recommends to Cabinet that Cabinet supports the proposals for joint working for regulatory services within the WETT detailed business case. 2. The Committee would welcome further clarification on the proposed Service Level Agreements by the time of the Council meeting on 24th February 2010. 	<p>19/01/10</p>	<p>DECISION:</p> <ol style="list-style-type: none"> 1 To include the WETT proposals for shared regulatory services as part of its final budget proposals that will be agreed at its meeting in February; 2 To delegate to the Leader of the Council the Cabinet's power to agree to appointments to joint committees under regulation 11(3B) of the Local Authorities (Arrangements for Discharge of Functions) (England) Regulations 2000. <p>RECOMMENDED TO COUNCIL</p> <ol style="list-style-type: none"> 1 A unified Regulatory Service for the seven principal councils in Worcestershire, hosted by Bromsgrove District Council, be established from 1st June, 2010 under the auspices of a Joint Committee; 	<p>WETT Programme underway, as reported to the Corporate Resources Scrutiny Committee of the 14th October 2010.</p>

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			<p>2. Subject to the recommendation in paragraph 2.3 of the report to Cabinet being agreed and the unified Regulatory Service being centralised, relevant employees from the Council's Planning and Regulatory Services Directorate be transferred under the principles and procedures of TUPE to Bromsgrove District Council.</p> <p>3. The Chief Executive be given delegated authority, in consultation with the Leader of the Council and Group Leaders, to appoint the council's representative on the joint appointments committee that will handle the appointment of the head of the shared service; and to appoint the member(s) on the joint committee that will oversee the shared service.</p>	

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14/01/10	<p>Equality & Diversity – December 2009 Update</p> <p>Recommended to Cabinet:</p> <p>The Corporate Resources Scrutiny Committee recommends that Cabinet approve the recommendations of the Waterhouse Report.</p>	19/01/10	<p>DECISION:</p> <p>The recommendation as set out below be AGREED:</p> <p>The Corporate Resources Scrutiny Committee recommends that Cabinet approve the recommendations of the Waterhouse Report.</p>	<p>Agreed by Cabinet. Waterhouse report published on the Council's website.</p>
14/01/10	<p>Recommendations from the Budget Review Panel – Approach to Efficiency</p> <p>Recommended to Cabinet:</p> <p>The Corporate Resources Scrutiny Committee recommends that Cabinet adopt the Approach to Efficiency document as laid out in Appendix 1 of the report to the Budget Review Panel meeting on 19th November 2009.</p>	19/01/10	<p>DECISION:</p> <p>The recommendation as set out below be AGREED:</p> <p>The Corporate Resources Scrutiny Committee recommends that Cabinet adopt the Approach to Efficiency document as laid out in Appendix 1 of the report to the Budget Review Panel meeting on 19th November 2009</p>	
11/02/10	<p>Draft Workforce Plan 2010-2012</p> <p>Recommendation to Cabinet:</p> <p>The Corporate Resources Scrutiny Committee recommended to Cabinet that the draft Workforce Plan 2010-12 be adopted by Council.</p>	16/02/10	<p>1) Health and Safety training programme for the next 12 months rolled out and completed.</p> <p>2) Work in partnership with WM Leaders Board and neighbouring councils to develop career pathways / succession planning scheme(s) underway, but to be reviewed after Comprehensive Spending Review (CSR)</p> <p>3) Establish career paths for main job families within our Council. Push for</p>	

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	<p>RECOMMENDED TO COUNCIL:</p> <p>That the draft Workforce Plan 2010-12 be adopted by Council.</p>		<p>employees to gain skills needed to move laterally and upwards. This is underway but to be reviewed after CSR.</p> <p>4) Review EDR performance appraisal scheme incorporating competency frameworks - 92% of EDR's completed in line with timetable.</p> <p>5) Update the Training Strategy and Plan to reflect revised Directorate and Corporate Requirements. Corporate Training Programme now identifies the following key priorities:</p> <p>Health & Safety, Transformation Agenda & Lean thinking, Statutory Requirements, Managers' Toolkit and Induction.</p> <p>6) Review Apprenticeship Scheme - To be revisited after CSR.</p> <p>7) Review the Training Strategy - Reduced training budget combined with capacity issues in HR has meant this is not complete. Will revisit in 2011.</p> <p>8) Allow a modest contingency within training budget for unforeseen training requirements - It is acknowledged that any such unforeseen training would take priority over the existing training plan.</p> <p>9) Develop Partnership Working with neighbouring authorities and WM Leaders Board - ongoing - SLA with Worcs County Council for HR services; joint commissioning of training courses; participation in regional catalyst leadership programme; membership of regional online recruitment portal.</p> <p>10) Review Worklife Balance policy and re-launch where necessary (with regard to Single Site development) - ongoing.</p> <p>11) Work with Occupational health, front line managers to reduce sickness. New</p>	

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			<p>OH contract wef 1st October 2010, clinic held one day a month on site, focusing on well-being. Introduced an Employee Assistance Programme. Sickness for quarter 1 & 2 on target.</p> <p>12) Carry out equality monitoring - now falls under Community and Partnership Services Directorate.</p> <p>13) Promote the use of Apprenticeships and work placements to encourage a younger workforce - to be revisited after CSR.</p> <p>14) Carry out a Skills Audit and review against expected future needs. - to be revisited after CSR</p> <p>15) Monitor Single Status to ensure conformity - Equality Impact Assessment to be carried out by 31st January 2011.</p>	
11/02/10	<p>Recommendations from the Budget Review Panel – Consideration of Financial Strategy 2010/2013 – Cabinet Proposals and Alternative Budget Proposals</p> <p>Recommended to Cabinet to Recommend to Council:</p> <p>Having considered the Cabinet proposals, and amendments from the Independent Community & Health Concern, Labour and Liberal/Liberal Democrat Groups, the Corporate Resources Scrutiny Committee is</p>	16/02/10	<p>RECOMMENDED TO COUNCIL:</p> <p>The proposals as contained in Appendix 1 (attached to the report) be agreed.</p>	

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	satisfied that the proposals are all clear, achievable and financially sound.			
18/03/10	<p>Flexible Retirement Policy</p> <p>Recommend to Cabinet to Recommend to Council:</p> <p>The Corporate Resources Scrutiny Committee recommend to Cabinet that the draft Flexible Retirement Policy be adopted by Council.</p>		<p>RECOMMENDED TO COUNCIL</p> <p>The draft Flexible Retirement Policy be adopted by Council.</p>	<p>Policy adopted by Council.</p> <p>Published on the Council's intranet and promoted through Wyred Weekly.</p>
15/04/10	<p>Directorate Business Plans 2010/11</p> <p>Recommended to Cabinet:</p> <p>The Committee recommend to Cabinet that the Directorate Business Plans for 2010/11 be approved.</p>	20/04/10	<p>DECISION:</p> <p>Recommended to Council:</p> <p>The Directorate Business Plans as set out in Appendices 1 – 4 of the report to Cabinet be adopted.</p>	<p>Business Plans adopted by Council May 2010.</p> <p>To be published on the Council's intranet and reported to Corporate Services Scrutiny Committee on a quarterly basis.</p>
15/04/10	<p>Recommendations from the Corporate Performance Clinic Review Panel</p> <p>Recommended to Cabinet</p> <ol style="list-style-type: none"> 1. The Chief Executive to remain as Chairman of the Corporate Performance Clinic. 2. The timing of all future meetings of the Corporate Performance Clinic to 	20/04/10	<p>DECISION:</p> <p>Decision: The recommendation as set out below be AGREED:</p> <ol style="list-style-type: none"> 1. The Chief Executive to remain as Chairman of the Corporate Performance Clinics. 2. The timing of all future meetings of the Corporate Performance Clinic to 	<p>Recommendations 1, 2 & 4 implemented. Recommendation 4 incorporated into the Work Programme for the Corporate Services Scrutiny Committee in December 2010.</p>

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	<p>commence at 4pm.</p> <p>3. Progress on items raised at the Clinic should be reviewed after six months and reported back to the Corporate Performance Clinic.</p> <p>4. The Corporate Performance Clinic Review Panel to reconvene in December 2010 time to review the situation.</p> <p>5. All information presented to the Corporate Performance Clinics to be communicated to staff through team briefings and Wyred Weekly.</p> <p>6. All information presented to the Corporate Performance Clinics be communicated to Members through the Members Information Bulletin.</p>		<p>commence at 4pm.</p> <p>3. Progress on items raised at the Clinics should be reviewed after six months and reported back to the Corporate Performance Clinic.</p> <p>4. The Corporate Performance Clinic Review Panel to reconvene in December 2010 time to review the situation.</p> <p>5. All information presented to the Corporate Performance Clinics to be communicated to staff through team briefings and Wyred Weekly.</p> <p>6. All information presented to the Corporate Performance Clinics be communicated to Members through the Members Information Bulletin</p>	<p>Recommendations 3, 5 & 6 to be implemented once Clinics reconvene in 2010/11.</p>