

# minute book 5



## Council

Mon 24 Apr  
2017  
7.00 pm

Council Chamber  
Town Hall  
Redditch



[www.redditchbc.gov.uk](http://www.redditchbc.gov.uk)



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# Executive

## Committee

Monday, 20 February 2017

### MINUTES

**Present:**

Councillor Bill Hartnett (Chair), Councillor Greg Chance (Vice-Chair) and Councillors Juliet Brunner, Debbie Chance, Brandon Clayton, John Fisher, Mark Shurmer, Yvonne Smith and Pat Witherspoon

**Officers:**

Kevin Dicks, Claire Felton, Sue Hanley, Tracey Hurst, Sheena Jones, Jayne Pickering and Darren Whitney

**Democratic Services Officer:**

Debbie Parker-Jones

**91. APOLOGIES**

There were no apologies for absence.

**92. DECLARATIONS OF INTEREST**

Councillor Brunner declared an Other Disclosable Interest in relation to the Medium Term Financial Plan, as a Governor of RSA Academy Arrow Vale. It was noted that the Medium Term Financial Plan was not an item for consideration by the Executive Committee, as this was to be considered at the Council meeting to take place immediately after the conclusion of the Executive meeting.

**93. LEADERS ANNOUNCEMENTS**

Additional Papers

It was noted that one set of Additional Papers had been circulated ahead of the meeting, which comprised:

- the Pay Policy Statement 2017/18 at Agenda Item 5; and
- the Council Tax Resolutions 2017/18 at Agenda Item 6.

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Chair

Pre-scrutiny of the Medium Term Financial Plan

Members were advised that the Overview and Scrutiny (O&S) Committee had made no recommendations on the Medium Term Financial Plan following their pre-scrutiny of this on 14th February 2017. Accordingly, no Minute extract had been produced from O&S at that stage as there was nothing for Executive Members to consider on this.

**94. MINUTES****RESOLVED that**

**the minutes of the meeting of the Executive Committee held on 7th February 2017 be agreed as a correct record and signed by the Chair.**

**95. PAY POLICY STATEMENT**

Members considered the Council's Pay Policy Statement for 2017/18 which had been circulated as Additional Papers. Officers apologised for the delay in publication of the report owing to a number of Job Evaluation appeals which impacted on this.

Under the Localism Act 2011 all authorities were required to adopt a pay policy statement by 31st March each year. Members were advised that as the Council paid the National Living Wage no jobs within the authority were paid at Grades 1 or 2, with all posts commencing at Grade 3 or higher. It was further noted that the Head of Housing Services post related solely to Redditch as Bromsgrove District Council had not retained its housing stock.

**RECOMMENDED that**

**the Pay Policy Statement 2017/18, as set out in Appendix 1 to the report, be approved.**

**96. OVERVIEW AND SCRUTINY COMMENTS ON THE MEDIUM TERM FINANCIAL PLAN AND COUNCIL TAX RESOLUTIONS**Overview and Scrutiny Committee Comments on the Medium Term Financial Plan

As advised under Leader's Announcements, it was noted that the Overview and Scrutiny Committee had made no recommendations on the Medium Term Financial Plan following their pre-scrutiny of this on 14th February 2017.

# Executive Committee

Monday, 20 February 2017

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The Medium Term Financial Plan and the 7th February 2017 Executive Committee's recommendations for this were to be considered at the meeting of the Council taking place immediately following the Executive Committee.

## Council Tax Resolutions

Members considered the recommendations for the setting of the Council Tax for 2017/18, the report for which had been circulated as Additional Papers. Officers apologised for the lateness of the report which was unavoidable as this could only be produced once all of the required information had been received from the relevant precepting authorities.

Uniquely, subsequent to publication of the provisional Local Government Finance Settlement 2017/18 in mid-December, the final Settlement figures had not yet been confirmed by Government. Officers had taken appropriate advice on this and it had been confirmed that Members could still make a decision on the setting of the Council Tax.

The proposed Council Tax for a band D unparished property for 2017/18 was £227.21. This represented a 2.25% increase on the previous year's figure of £222.21. The 2.95% increase from Worcestershire County Council was noted.

## **RECOMMENDED that**

**the recommendations, as set out in Appendix 1 to the report and as appended to these minutes, setting a Council Tax for 2017/18 of £227.21 for a band D unparished property, be approved.**

The Meeting commenced at 7.00 pm  
and closed at 7.07 pm

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Chair





REDDITCH BOROUGH COUNCIL  
Council Tax Setting 2017/18

REPORT OF THE EXECUTIVE DIRECTOR FINANCE & RESOURCES

1.0 PURPOSE

To seek approval of the appropriate formal resolutions to determine the levels of Council Tax for Redditch Borough Council for 2017/18. The levels of tax take account of the requirements of Redditch Borough Council, Worcestershire County Council, the Police & Crime Commissioner for West Mercia, Hereford and Worcester Fire & Rescue Authority and Feckenham Parish Council.

2.0 BACKGROUND

The Localism Act 2011 made significant changes to the Local Government Finance Act 1992 and requires the billing authority to calculate a Council Tax requirement for the year, not its budget requirement as previously.

3.0 PRECEPTS AND LEVIES

Details have been received from the various precepting bodies to enable the Council to set the Council Tax for 2017/18. The amounts of the precepts are set out below:

	£
Worcestershire County Council	28,470,930
Police & Crime Commissioner for West Mercia	4,836,628
Hereford & Worcester Fire & Rescue Authority	2,028,740
Redditch Borough Council	5,804,343
Parish precept	8,300
<b>Total</b>	<b>41,148,941</b>

4.0 INFORMATION

It is necessary to formally set Council Tax levels throughout the area for the spending requirements of Redditch Borough Council, Worcestershire County Council, the Police & Crime Commissioner for West Mercia, Hereford and Worcester Fire & Rescue Authority and Feckenham Parish Council. If the Council approves the recommendations set out below the average band D Council Tax in 2017/18 will be £1,674.50, made up as follows:

REDDITCH BOROUGH COUNCIL  
Council Tax Setting 2017/18

Authority	2016/17 £	2017/18 £	Increase %
Redditch Borough Council	222.21	227.21	2.25
Worcestershire County Council	1,122.31	1,155.31	2.94
Police & Crime Commissioner for West Mercia	189.60	189.60	0.00
Hereford & Worcester Fire & Rescue	78.00	79.53	1.96
Feckenham Parish Council	22.69	22.85	0.70
<b>Total Council Tax</b>	<b>1,634.81</b>	<b>1,674.50</b>	<b>2.43</b>

The % increases all relate to the change from current year levels.

The necessary formal resolutions are set out below.

**The Council is recommended to resolve as follows:**

1. that it be noted at its meeting on 17th January 2017, the Executive Committee calculated the Council Tax Base 2017/18
  - (a) for the whole Council area as 25,509.11 [Item T in the formula in Section 31B of the Local Government Act 1992, as amended (the "Act")]; and
  - (b) for dwellings in those parts of its area to which a Parish precept relates; this being Feckenham Parish as 363.26.
2. Calculate the Council Tax requirement for the Council's own purposes for 2017/18 (excluding Parish precepts) is **£5,804,343**.
3. That the following amounts be calculated for the year 2017/18 in accordance with sections 31 to 36 of the Act:
  - (a) £60,246,887 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (2) of the Act (taking into account all precepts issued to it by Parish Councils) (*i.e. Gross expenditure*)
  - (b) £54,339,544 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (3) of the Act. (*i.e. Gross income*)

REDDITCH BOROUGH COUNCIL  
Council Tax Setting 2017/18

- (c) £5,812,643 being the amount by which the aggregate of 3 (a) above exceeds the aggregate at 3 (b) above, calculated by the Council, in accordance with Section 31A (4) of the Act, as its Council Tax requirement for the year. (Item R in the formula in Section 31B of the Act).
- (d) £227.86 being the amount at 3 (c) above (Item R), all divided by Item T (1(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
- (e) £8,300 being the aggregate amount of all special items (Feckenham Parish precept) referred to in Section 34 (1) of the Act.
- (f) £227.54 being the amount at 3 (d) above less the result given by dividing the amount at 3 (e) above by Item T (1 (a) above), calculated by the Council, in accordance with Section 34 (2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.
- (g) £250.06 being the amount given by adding to the amount at 3(f), the amount of the special item relating to the Parish of Feckenham 3(e), divided by the amount in 1(b) above.
- (h) The amounts below given by multiplying the amounts at 3(f) and 3(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band, divided by the number which in that proportion is applicable to dwellings listed in Band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwelling listed in different valuation bands.

REDDITCH BOROUGH COUNCIL  
Council Tax Setting 2017/18

Valuation Band	Proportion of Band D tax paid	Parish of Feckenham £	All other parts of the Council's area £
A	6/9	166.71	151.47
B	7/9	194.49	176.72
C	8/9	222.28	201.96
D	1	250.06	227.21
E	11/9	305.63	277.70
F	13/9	361.20	328.19
G	15/9	416.77	378.68
H	18/9	500.12	454.42

4. It be noted that for the year 2017/18, Worcestershire County Council, Police & Crime Commissioner for West Mercia and Hereford and Worcester Fire and Rescue Authority have issued precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each category of dwelling in the Council's area as indicated below:

	Valuation Bands							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Worcestershire County Council	770.21	898.57	1,026.94	<b>1,155.31</b>	1,412.05	1,668.78	1,925.52	2,310.62
Police & Crime Commissioner for West Mercia	126.40	147.47	168.54	<b>189.60</b>	231.74	273.87	316.01	379.21
Hereford and Worcester Fire and Rescue Authority	53.02	61.86	70.69	<b>79.53</b>	97.20	114.88	132.55	159.06

5. Having calculated the aggregate in each case of the amounts at 4(h) and 5 above, that Redditch Borough Council in accordance with Sections 30 and 36 of the Local Government Finance Act 1992 hereby sets the amounts shown below as the amounts of Council Tax for 2017/18 for each part of its area and for each of the categories of dwellings:

REDDITCH BOROUGH COUNCIL  
Council Tax Setting 2017/18

Valuation Band	Proportion of Band D tax paid	Parish of Feckenham £	All other parts of the Council's area £
A	6/9	1,116.34	1,101.10
B	7/9	1,302.65	1,284.61
C	8/9	1,488.45	1,468.14
D	1	1,674.50	1,651.65
E	11/9	2,046.02	2,018.69
F	13/9	2,418.72	2,385.72
G	15/9	2,790.85	2,752.76
H	18/9	3,349.01	3,303.31

6. That the Executive Director Finance & Resources be authorised to make payments under Section 90(2) of the Local Government Finance Act 1988 from the Collection Fund by ten equal instalments between April 2017 to March 2018 as detailed below:

	Precept £	Surplus on Collection Fund £	Total to pay £
Worcestershire County Council	29,470,930	37,644	29,508,574
Police & Crime Commissioner for West Mercia	4,767,493	6,360	4,856,402
Hereford & Worcester Fire	2,028,740	2,616	2,031,356

7. That the Executive Director Finance & Resources be authorised to make transfers under Section 97 of the Local Government Finance Act 1988 from the Collection Fund to the General Fund the sum of £5,811,808 being the Council's own demand on the Collection Fund (£5,804,343) and Parish Precept (£8,300) and the distribution of the Surplus on the Collection Fund (£7,465).
8. That the Executive Director Finance & Resources be authorised to make payments from the General Fund to Feckenham Parish Council the sums listed above (£8,300) by instalment on 1 April 2017 in respect of the precept levied on the Council.

REDDITCH BOROUGH COUNCIL

Council Tax Setting 2017/18

9. That the above resolutions 3 to 5 be signed by the Chief Executive for use in legal proceedings in the Magistrates Court for the recovery of unpaid Council Taxes.
  
10. Notices of the making of the said Council Taxes signed by the Chief Executive are given by advertisement in the local press under Section 38(2) of the Local Government Finance Act 1992.



## Executive

### Committee

Tuesday, 4 April 2017

## MINUTES

#### Present:

Councillor Bill Hartnett (Chair), Councillor Greg Chance (Vice-Chair) and Councillors Debbie Chance, Brandon Clayton, John Fisher, Mark Shurmer, Yvonne Smith and Pat Witherspoon (during Minute No's 97 to part of 112)

#### Also Present:

Councillor Nina Wood-Ford (for Minute No.101)

#### Officers:

Ruth Bamford, Jess Bayley, Clare Flanagan, Sue Hanley, Louise Jones, Jayne Pickering, Amanda Singleton and Judith Willis

#### Democratic Services Officer:

Debbie Parker-Jones

#### 97. APOLOGIES

An apology for absence was received from Councillor Juliet Brunner.

#### 98. DECLARATIONS OF INTEREST

Councillor Pat Witherspoon declared an Other Disclosable Interest in Agenda Item 9 – Worcestershire Housing Partnership Plan – as detailed at Minute No. 105 below.

#### 99. LEADER'S ANNOUNCEMENTS

##### Work Programme

The following reports which were due to be considered, or possibly considered, at the meeting had been deferred to a later date:

- Council Procurement Rules;
- Financial Regulations;
- Engagement Strategy;

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Chair

# Executive Committee

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- Equalities Strategy;
- Pre-Application Charging Schedule (changing to 'Planning Fees' report);
- Redditch Sports and Physical Activity Strategy 2017/22;
- Health and Safety Policy – Driving at Work;
- Health and Safety Policy – Statutory Inspections;
- Review of Service Delivery Options – HRA Gas Maintenance Service; and
- Policy for HRA Gas Maintenance.

### Additional Papers

Two sets of Additional Papers had been circulated prior to the meeting:

- Additional Papers 1 – which comprised an extract of the minutes of the Overview and Scrutiny Committee meeting held on 28th March 2017 in relation to the Mental Health Services for Young People Task Group report; and
- Additional Papers 2 – which contained the appendix to the Council's Response to the Solihull Local Draft Plan report at agenda Item 7, which had been omitted from the agenda in error.

## **100. MINUTES**

### **RESOLVED that**

**the minutes of the meeting of the Executive Committee held on 20th February 2017 be agreed as a correct record and signed by the Chair.**

## **101. MENTAL HEALTH SERVICES FOR YOUNG PEOPLE TASK GROUP - FINAL REPORT**

Councillor Nina Wood-Ford, Chair of the Mental Health Services for Young People Task Group, gave a brief presentation on the Task Group's final report. She was accompanied by Jess Bayley, Democratic Services Officer and report author. In addition to the Task Group's report which appeared in the agenda papers, Members also had before them a Minute Extract and recommendations of the Overview and Scrutiny (O&S) Committee's meeting of 28th March 2017, which had been circulated as Additional Papers 1. It was noted that at the O&S meeting in March the Task Group had been advised that a different department at Worcestershire County Council organised Youth Mental Health First Aid training. The words "Public Health Department" had therefore been removed from the wording of Recommendation 3.



# Executive Committee

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Councillor Wood-Ford explained the background to the report, which had arisen in light of concerns about the prevalence of mental health issues in Redditch. The Task Group wanted to focus on children and young people for early intervention purposes. Some of the categories of people who were at higher risk of mental health and wellbeing problems were highlighted, and it was noted that Redditch had:

- higher levels of deprivation than the county average (one of the higher risk categories);
- a higher proportion of young people in the local population than the county average;
- higher than average mental ill health problems than the county average; and
- a higher suicide rate than the average for the county.

The review had taken place at a time of change to mental health services. The following public documents which had been relevant to the review were emerging, or being implemented, as the review had taken place:

- Worcestershire Transformation Plan for Children and Young People's Mental Health and Wellbeing;
- West Midlands Combined Authority's Mental Health Commission's *Thrive West Midlands Action Plan*; and
- Suicide Prevention Plan for Redditch.

The Task Group's report had resulted in a total of seven recommendations which were designed to help young people and the people who worked with them. The Executive Committee was being asked to determine Recommendations 4, 5 and 6 only. Recommendations 1, 2 and 3 were recommendations to external organisations and for noting only. Recommendation 7, which related to the reconvening of the Task Group in 12 months' time to monitor progress in the Borough against actions set out in the documents referred to above, had been resolved by O&S and, again, was for noting only.

Members thanked the Task Group for an extremely helpful report and the hard work that had been put into this very important issue. The Council had been the only authority in the county to sign up to the West Midlands Mental Health Concordat, and invaluable work was also being carried out on the 'Time to Talk' initiative which the Council had pledged support to and which UNISON was leading on within the Council.

# Executive Committee

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Members noted Recommendations 1, 2, 3 and 7. In relation to Recommendation 4, the Leader stated that he was happy to write the proposed letter to the Secretary of State for Education and to work with the appropriate O&S Member(s) to compile this. The Leader also suggested that a copy of the Task Group's report be sent to the Member of Parliament for Redditch with a covering letter making her aware of the contents of this in light of her work for the town.

The proposals at Recommendation 6 to review the implications for Council Services of Actions 4 and 5 of the West Midlands Combined Authority Mental Health Commission's *Thrive West Midlands Action Plan*, and that the outcomes of this work be reported for the Executive Committee's consideration in due course, were also supported. It was noted that this would complement work which was already being undertaken by the Council. Officers undertook to forward a copy of the *Thrive West Midlands Action Plan* to Members following the meeting.

The Executive Committee did not support Recommendation 5, which proposed the establishment of a new theme dedicated to projects which helped people experiencing mental health and wellbeing problems under the Council's grants programme. Members were of the view that the current themes provided sufficient scope for applications from voluntary and community sector organisations that worked in these fields, with many grants having been awarded over the years to organisations whose work included mental health and wellbeing elements. Councillor Wood-Ford responded that the recommendation had arisen following feedback from such organisations that they were unaware that they could apply to the Council for grant funding. Members agreed that as much awareness as possible of the grants process, the existing themes and the types of applications which could be made under these was key to ensuring that as many organisations as possible applied for grants. They requested therefore that any efforts currently undertaken by Officers in promoting the grants process be doubled to heighten awareness.

## **RESOLVED that**

- 1) the Leader of the Council write to the Secretary of State for Education, the Rt. Hon. Justine Greening, urging her to ensure that Personal, Social, Health and Economic Education (PSHE) Lessons, to include lessons about mental health and wellbeing issues, become a statutory part of the national school curriculum (*Recommendation 4 in the report*);**

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- 2) a new theme dedicated to projects which help people experiencing mental health and wellbeing problems not be added to the Council's grants programme (*Recommendation 5 in the report*); and
- 3) Senior Officers, following consultation with the Portfolio Holders for Corporate Management and Housing respectively, review the implications for Council Services of the following actions detailed in the West Midlands Combined Authority Mental Health Commission's *Thrive West Midlands Action Plan*:

Action 4: the proposal to evaluate a financial incentive to encourage companies to demonstrate their commitment to mental health and wellbeing; and

Action 5: the proposal to help people to gain housing and work (including potentially supported accommodation); and

the outcomes of this work be reported for the consideration of the Executive Committee (*Recommendation 6 in the report*).

**RESOLVED to NOTE the following recommendations from the Task Group to the Emotional Wellbeing and CAMHS Partnership Board and Worcestershire County Council that:**

- 4) Child and Adolescent Mental Health Services (CAMHS) should not withdraw services from young people who fail to engage during their appointments (*Recommendation 1 in the report*);
- 5) a representative of the new Liaison and Diversion Service for Worcestershire should work as a Change Champion in Connecting Families once the service starts to operate in the county (*Recommendation 2 in the report*); and
- 6) Worcestershire County Council should review the provision of Youth Mental Health First Aid training to determine whether a concessionary rate could be offered to enable staff from smaller Voluntary and Community Sector organisations to participate. (*Recommendation 3 in the report*).

**RESOLVED to NOTE the following recommendation from the Task Group to the Overview and Scrutiny Committee that:**

- 7) the Mental Health Services for Young People Task Group should be reconvened in 12 months' time to receive

monitoring updates from Officers about progress in the Borough with the implementation of:

- a) the actions detailed in the *Worcestershire Transformation Plan for Children and Young People's Emotional Wellbeing and Mental Health*;
- b) the West Midlands Combined Authority Mental Health Commission's *Thrive West Midlands: An Action Plan to Drive Better Health and Wellbeing in the West Midlands*; and
- c) the Suicide Prevention Plan for Redditch (*Recommendation 7 in the report*).

**102. REDDITCH BOROUGH COUNCIL RESPONSE TO LOCAL TRANSPORT PLAN 2017 - 2030**

Members considered the informal response submitted by Officers as part of the consultation on the Worcestershire Local Transport Plan (LTP) 2017 – 2030. The informal response had been submitted to the County Council on 17th March 2017 in order to meet the consultation deadline and Member endorsement of the response was now being sought.

Officers explained that central government required the County Council to produce LTPs to set out objectives for developing transport plans. The purpose of the consultation on the LTP was to set out the County Council's aspirations and priorities for investing in the transport networks, including infrastructure, technology and services to support all relevant modes of transport including walking, cycling, rail, bus and community transport, as well as highways.

The informal response set out general comments and concerns that the Council had in relation to the LTP, and sought clarification on elements of this. Members endorsed the response and in doing so noted that issues which had previously been raised with the County Council had not been addressed within the LTP. Notably, there was a fundamental lack of regard within the LTP for strategic growth issues related to future housing needs of the Greater Birmingham Housing Market Area, and no mention of rail service.

**RECOMMENDED that**

- 1) the informal response to the Worcestershire Local Transport Plan 2017 – 2030, attached at Appendix A to the report, for submission as the formal Council response be approved; and

**RESOLVED that**

- 2) **the report be noted.**

**103. REDDITCH BOROUGH COUNCIL RESPONSE TO SOLIHULL DRAFT LOCAL PLAN**

Members considered the Officer response (circulated as Additional Papers 2) submitted to the consultation on the Solihull Draft Local Plan. The informal response had been submitted to Solihull Metropolitan Borough Council on 17th February 2017 in order to meet the consultation deadline, and Member endorsement of the response was now being sought.

Officers explained that the purpose of the consultation on the Draft Local Plan was to seek views on the revised policies and proposed site allocations for housing and employment land, in addition to those in the existing Plan. The Officer response to the consultation raised a number of concerns which it was felt still needed to be addressed through the Plan. Notably, it was not clear exactly what the Objectively Assessed Housing Need for Solihull was. It was also felt that the Plan did not adequately respond to the shortfall of 37,900 dwellings arising from Greater Birmingham Housing Market Area (GBHMA) as indicated in the Birmingham City Development Plan. Solihull had not formally committed to accommodating 2000 dwellings in a particular location. Also, there was no clear rationale to help determine or indicate what the relevant level of additional housing that Solihull should be accommodating to address this shortfall would be.

**RECOMMENDED that**

- 1) **the Officer response to the Solihull Draft Local Plan, attached at Appendix A to the report, for submission as the formal Council response be approved; and**

**RESOLVED that**

- 2) **the report be noted.**

**104. VOLUNTARY AND COMMUNITY SECTOR GRANT FUNDING - ALLOCATION OF UNALLOCATED FUNDS FOR 2017/18**

Members considered the Notes and recommendations of the Grants Panel Meeting held on 14th March 2017.

The Panel considered nine resubmitted major grant applications which had been received from a variety of Voluntary Sector Organisations in line with the Council's five themed Strategic

# Executive Committee

Tuesday, 4 April 2017

Purposes, for a number of unallocated sums of money that had been re-advertised in parallel with the Stronger Communities Grants applications. Each of the applications was scored in accordance with the Council's Grants Programme requirements, with recommendations made to either approve or reject each of the applications.

The Panel were informed that the remaining budget of £1,000 under the "Keep my place safe and looking good" Theme remained unallocated as no new or re-submitted applications had been received under this Theme. The Panel agreed that it be recommended to the Executive Committee that the unallocated budget be incorporated into the Stronger Communities grants funding theme for 2017/18.

## RESOLVED that

- 1) the following grants for the unallocated budgets for 2017/18 be awarded:

Group	Theme and relaunched amount	Project	Amount
Redditch Play Council	Help Me to Live My Life Independently £16,000	The Redditch Play Council	£16,000
NewStarts	Help Me Run a Successful Voluntary Sector Business £5,000	Skills for a New Start	£5,000
The Ditch Youth Project	Help Me to Live My Life Independently £1,000	The Ditch Youth Project	£1,000

- 2) the unallocated sum of £1,000 relating to the Theme "Keep my place safe and looking good" be included in the Stronger Communities grants funding theme for 2017/18.

## 105. WORCESTERSHIRE HOUSING PARTNERSHIP PLAN

The Committee received a report which outlined the Memorandum of Understanding and the Worcestershire Housing Partnership Plan, both of which had been developed, together with partners, by the Worcestershire Strategic Housing Partnership (WSHP) and

were subject to a 10-week consultation which ended on 31st December 2016.

Officers presented the report and explained the background to the WSHP. The group aimed to develop, lead and drive the Worcestershire strategies and strategic plans which related to housing, housing-related support needs and the growth and economic success agenda to ensure a joined-up approach across the county. A more joined-up approach should then enable agencies to use their resources more efficiently in the future. The vision for the Partnership Plan was “the right home environment is essential to health, wealth and wellbeing throughout life”, with the vision being supported by three key priorities as detailed in the report.

Whilst Members supported the Plan a concern was raised that various references were made in this to affordable housing, but that there were no references to social housing, which were two separate things. A Member also expressed disappointment that Redditch Co-operative Homes were reportedly unaware of the existence of the Plan. Officers agreed to take Members’ comments back to the Council’s Chief Executive.

**RESOLVED that**

- 1) the Worcestershire Housing Partnership Plan be endorsed; and**
- 2) the Worcestershire Memorandum of Understanding be agreed.**

(During the consideration of this matter, Councillor Pat Witherspoon declared an Other Disclosable Interest in this item by virtue of her being one of the Council’s representatives on Redditch Co-operative Homes, and remained in the room during the consideration of this.)

**106. FINANCE MONITORING QUARTER 3 2016/17**

The Committee received a report which detailed the Council’s final financial position for the General Fund Revenue, Capital and Housing Revenue Account (HRA) for the period April to December 2016 (Quarter 3 2016/17). Officers apologised for the omission of report appendices 2 (HRA Monitoring April – December 2016/17) and 3 (Revenue Budget Reconciliation) from the agenda papers, which they confirmed they would circulate to Members after the meeting.

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Tuesday, 4 April 2017

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It was noted that there was currently a revenue underspend of £54k, projected to be £59k by the year end. This included a proportion of the projected underspend being allocated back to the HRA.

Officers explained the position in relation to the Capital Budget Summary. Whilst there were a few underspends in the third quarter due to the timing of projects commencing, it was anticipated that the majority of capital expenditure would be on target to budget for the financial year. There were expected carry forward positions on the crematorium enhancement and HRA capital projects.

Paragraph 3.6 of the report detailed information in relation to the HRA. Rental income had shown a shortfall of £189k due to the increase in the number of Right to Buy sales following relaxation of the discount rules. This had partially been offset by a £17k increase in non-dwelling rental income due to higher than expected garage lettings. There had been other significant overspends in the Repairs and Maintenance and Supervision and Management teams, for the reasons detailed in the report. It was reported that the detail included in the missing Appendix 2 would further inform Members as to the financial position for the HRA.

Regarding the number of void properties requiring costly repair works, Members queried whether the Council pursued former tenants to recover repair costs. Officers stated that so far as they were aware the Council did seek to recover such costs, and that they would check how this was done and would report back to Members on this. It was confirmed that void recharges had been looked at under transformation and that this was an area which the relevant Head of Service was currently looking into. Members queried how many void properties were affected and whether the trend for this was increasing, details of which Officers also agreed to obtain and to circulate to Members. Officers also provided clarification on the reference to “temporary staff vacancies” detailed at page 106 of the agenda. This referred to staff vacancies which had temporarily been held vacant, rather than to vacancies for temporary members of staff. It was agreed that this wording be amended in future to avoid any further confusion.

## **RESOLVED that**

**the current financial positions for the quarter April to December 2016, as detailed in the report, be noted.**

## **107. OVERVIEW AND SCRUTINY COMMITTEE**

The Committee received the minutes of the meeting of the Overview and Scrutiny Committee held on 14th February 2017.



It was noted that there were no recommendations to consider.

**RESOLVED that**

**the minutes of the meeting of the Overview and Scrutiny Committee held on 14th February 2017 be received and noted.**

**108. MINUTES / REFERRALS - OVERVIEW AND SCRUTINY COMMITTEE, EXECUTIVE PANELS ETC.**

Minute Extract of 28th March 2017 Overview and Scrutiny Committee

A Minute Extract and recommendations arising from the meeting of the Overview and Scrutiny Committee held on 28th March 2017 (circulated as Additional Papers 1) were considered along with Agenda Item 5 – Mental Health Services for Young People Task Group – Final Report (Minute No.101 refers).

**109. CORPORATE PARENTING BOARD - PORTFOLIO HOLDER UPDATE**

Councillor Yvonne Smith, Portfolio Holder for Community Safety and Regulatory Services and the Council's representative on the Worcestershire County Council Corporate Parenting Board (CPB), provided Members with an oral update on the work of the Board. It had been agreed that an item from the Portfolio Holder updating Members on the work of the Board would appear on all Executive Committee agendas from hereon, in light of the outcomes of the Ofsted Inspection of Children's Services and Review of the effectiveness of the Local Safeguarding Children Board in late 2016. The CPB was a means of securing elected Member engagement with the issues affecting children in care. The Portfolio Holder updates to Executive would help to disseminate relevant information in a public arena, to show that work was being carried out and would allow questions to be raised on this.

Councillor Smith proceeded to give a detailed oral update as set out below.

1. The CPB was a cross-party advisory body to Worcestershire County Council's Executive and others, on matters concerning Looked After Children (LAC; children and young people either in Foster Care or in Children's Residential Care) and Care Leavers.
2. It existed to ensure that the needs of LAC and Care Leavers were met.
3. It had no decision-making powers.

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4. It was chaired by County Councillor Marc Baylis who was responsible for Children, Families and Communities.
5. It met at least six times a year.
6. Membership of the CPB comprised 6 County Councillors and one Councillor from each of the Worcestershire District/Borough Councils.
7. A number of County Council Officers (including Catherine Driscoll as the responsible Director), District/Borough Council Officers and representatives from various partner agencies such as Child and Adolescent Mental Health Services (CAMHS), Babcock Prime and the Community and Voluntary sector such as Swanswell also attended the meetings.
8. Children and young people from the Who Cares We Care Children in Care Council and Speak Out Care Leavers Council also attended to represent the voices of the children and young people.
9. Listening to the LAC was a golden thread running through the Board to provide children and young people with an opportunity to help shape the services they received.
10. Reports and presentations were taken to the CPB for consideration and at the 2nd February 2017 meeting the following items were discussed:
  - a presentation on the Care Leavers' Strategy and Strategic Plan;
  - the Annual Corporate Parenting Board report;
  - a report on Unaccompanied Asylum Seeking Children;
  - Council key issues debate feedback;
  - the Corporate Parenting Strategy and Pledge;
  - the Children's Services Ofsted Report relating to Corporate Parenting; and
  - the CPB's Work Programme.
11. District responsibilities were mostly about providing an appropriate place for Care Leavers to live and to prevent them from going into bed and breakfast accommodation.
12. It was crucial that the district housing departments received sufficient notice that a Care Leaver was about to leave care and confirmation that the Care Leaver had the ability to manage their tenancy.
13. Sadly some care leavers did not have the basic skills to manage their finances, to cook and clean and could get into difficulties with their tenancies.

In closing, Councillor Smith read out the following quotes:

From the Care Leavers' Strategy by Eleanor Schooling, Ofsted National Director of Social Care, December 2016:

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*“Care is what we receive from our family and friends. Sometimes we forget that it can be as simple as having supportive and healthy relationships with people who care about us. As Corporate Parents, we try to replicate that relationship as closely as possible, so that Care Leavers get the same support that many of their peers get as they begin adulthood.”*

And from a young person who attended a CPB meeting:

*“We don’t need you to know us personally but we want to know that you think of us and our needs when you are planning services.”*

Members thanked Councillor Smith for the comprehensive update. It was agreed that the best approach was for Councillor Smith to continue to provide oral updates in the future, unless she felt that a written report was more appropriate. As this was the first update which had contained a lot of background information it was requested that a detailed minute be provided for this. A query was raised as to whether Members should be sent a copy of the CPB minutes. Councillor Smith responded that the meetings were not open to the public and that all reports were marked not for publication. She was unsure as to why the Board minutes were not made public and confirmed that she would check with the County Council why this was the case, and would seek confirmation from them as to what information could and could not be obtained.

Councillor Smith confirmed that the next CPB meeting was due to take place on Thursday 6th April 2017, which she would update Members on at the June Executive Committee meeting.

**RESOLVED that**

**the update be noted.**

**110. ADVISORY PANELS - UPDATE REPORT**

**RESOLVED that**

**the report be noted.**

**111. EXCLUSION OF THE PUBLIC**

**RESOLVED that**

**under S.100 I of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, the public be excluded from the meeting for the following matter on the grounds that it involves the likely**

**disclosure of exempt information as defined in paragraph 4 of Part 1 of Schedule 12 (A) of the said Act, as amended.**

**Item 15 – Customer Access and Financial Support Services Shared Service Business Case.**

**112. SHARED SERVICE BUSINESS CASE FOR CUSTOMER ACCESS AND FINANCIAL SUPPORT SERVICES**

The Committee received a confidential report on the Business Case for Customer Access and Financial Support Services. Members were advised that the Business Case had already been considered by the Shared Services Board who had endorsed this.

Officers gave a presentation on the proposed Business Case, which included details of:

- the strategic and operational purposes for Customer Access and Financial Support;
- transformation work which had been carried out over the preceding 3 years and which would continue in the future;
- the financial and staffing implications of the proposed structure; and
- the evidence-base to support the proposals.

Officers advised that a shared service would provide for greater resilience and enable changes to be made to the structure, which in turn would provide for greater one-to-one support for customers in need. Work carried out by the service had also evidenced a need to provide dedicated financial independence support to customers.

The proposed structure would provide a sound base moving forward, finalise working arrangements which had been in place for some time and ensure the provision of a high quality customer focused service. The proposed structure also recognised that there were significant external influences which were outside of the Council's control but which the Council had to adapt to quickly, for example Welfare Reforms, and provided flexibility for this and to continue to meet customer demand.

Members supported the Business Case and thanked Officers for an excellent evidence-based report.

**RECOMMENDED that**

**the Business Case for the Customer Access and Financial Support Services Shared Service be approved.**

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[During consideration of this item Members discussed matters that necessitated the disclosure of exempt information. It was therefore agreed to exclude the press and public prior to any debate on the grounds that exempt information would be revealed relating to labour relations matter.]

The Meeting commenced at 7.00 pm  
and closed at 9.05 pm

.....  
Chair





# Audit, Governance & Standards

## Committee

Thursday, 2 February 2017

## MINUTES

### Present:

Councillor David Thain (Chair), Councillor Jane Potter (Vice-Chair) and Councillors Tom Baker-Price, Natalie Brookes, Michael Chalk, Andrew Fry, Mark Shurmer and Pat Witherspoon

Dave Jones – Independent Member for Audit and Governance (non-voting co-opted member of the Committee)

### Also Present:

Neil Preece and Richard Percival – Grant Thornton (External Auditors)

### Officers:

Andy Bromage, Claire Felton, Sam Morgan, Amanda Singleton and Paul Stephenson

### Democratic Services Officer:

Debbie Parker-Jones

### 25. CHAIR'S OPENING REMARKS - SAM MORGAN

The Chair informed Members that Sam Morgan, Financial Services Manager, was leaving the authority after in excess of 25 years' service at the Council. Members thanked Mrs Morgan for her work over the years and wished her well for the future.

### 26. APOLOGIES AND NAMED SUBSTITUTES

Apologies for absence were received on behalf of Councillor Rachael Smith.

### 27. DECLARATIONS OF INTEREST

There were no declarations of interest.

.....  
Chair

# **Audit, Governance & Standards**

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## **28. MINUTES**

The minutes of the meeting of the Audit, Governance and Standards Committee held on 22nd September 2016 were submitted.

### **RESOLVED that**

**the minutes of the meeting of the Audit, Governance and Standards Committee held on 22nd September 2016 be confirmed as a correct record and signed by the Chair.**

## **29. MONITORING OFFICER'S REPORT - STANDARDS REGIME**

Members received a report from the Monitoring Officer (MO) outlining the current position in relation to standards regime matters.

Since the last meeting of the Committee in September 2016 two complaints had been received, both of which had been made against Borough Councillors by members of the public. Following investigation by the MO both complaints had been resolved locally, with one of the complaints having been based on information which was found to be factually incorrect.

Regarding Member training, the MO advised that Officers were continuing to populate the Member Training Programme for 2017/18. If Members wished for any training to be added to this they should pass their requests onto their Group Leader for consideration, or in the case of non-group Members direct to the MO.

A Member raised concerns at previous poor attendance by Members at Corporate Parenting training, and stated their view that this should be put out to Members again to attend. The MO stated that if Members wished to have attendance at particular training sessions made compulsory they should again route any such requests through their Group Leader.

### **RESOLVED that**

**the Monitoring Officer's report be noted.**



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## 30. GRANT THORNTON - PROGRESS REPORT AND UPDATE

The Chair welcomed Mr Neil Preece, new Audit Manager at Grant Thornton, to his first meeting of the Committee. Mr Preece had replaced Suzanne Joberns.

Mr Preece presented the report and advised that progress was going well. A slightly different approach was being taken by Grant Thornton to audit work this year with joint interim visits, covering both Redditch Borough Council and Bromsgrove District Council, being carried out by a single audit team, rather than two separate teams as had previously been the case. Initial planning work had been carried out in January and interim audit work was due to be completed in March. Regular meetings were taking place with key Officers regarding progress and the majority of the Value for Money work had been completed.

The Chair queried whether, in light of the Financial Services Manager's impending departure from the authority, together with Mr Preece's recent appointment and the fact that Grant Thornton's contract as the Council's external auditors was due to cease in April 2018, the following year was something which the Committee needed to worry about. Mr Percival responded that Grant Thornton were keen to retain the Council as a client and hoped that they would be successful in their bid for this under the upcoming Public Sector Audit Appointments framework.

Mr Preece and Officers responded to Members' question in relation to the implications of the Apprentice Levy and salary sacrifice, as highlighted in the report. Members raised various questions on the possible impact of Brexit, and queried how many migrant workers (defined as those who did not hold a British passport) the Council employed. Officers agreed to find out the figure and to report this back to Members. Whilst the Committee agreed that it was not possible to ascertain the impact of Brexit at this stage, Officers confirmed that the Council did not receive any EU grants, nor did it have any foreign investments. EU procurement rules would be affected however no detail on this was known at present.

**RESOLVED that**

**the Grant Thornton Progress Report and Update included at Appendix 1 to the report be noted.**

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## 31. GRANT THORNTON - ANNUAL AUDIT LETTER 2015/16

Members were presented with Grant Thornton's Annual Audit Letter which summarised the key findings arising from the work which they had carried out at the Council for the year ended 31st March 2016.

Mr Percival stated that Grant Thornton had given an unqualified opinion on the Council's financial statements on 28th September 2016. Whilst Grant Thornton had not identified any issues that had required them to issue any new statutory recommendations, they had considered the Council's response to the statutory recommendations issued in 2014/15. In doing so they had qualified their Value for Money conclusion on matters relating to progress made by the Council in implementing the 2014/15 recommendations. Grant Thornton had set out four key actions that they expected the Council to take to address the recommendations, details of which were set out in the Audit Letter. Members queried whether progress on implementing the key actions for the recommendations was improving. Mr Percival stated that work was currently being undertaken on this and that he was satisfied the direction of travel was appropriate. It was however too early to say at this stage whether all issues had been resolved as it would take time to work through these.

Whilst there had been improvements in the accounts production, further improvements were needed in order to ensure that the accounts audit could be delivered by the earlier (statutory) closedown and audit timetable in 2018. Grant Thornton were currently working with Officers to support such improvements, in particular with the standard and delivery of working papers. Officers advised that they had drawn up a detailed plan for the closedown timetable of the final accounts, which they had recently shared with Grant Thornton and which was a changing model. Officers hoped to be in a position to close down the 2016/17 accounts on 31st May 2017, which would allow opportunity to consider any 'lessons learned' for 2018. Mr Percival stated that Members also needed to ensure that they had sufficient understanding of the Council's financial position. Regarding comments made in the report that there had been a failure in governance arrangements, a Member asked to see a copy of the accounts closedown timetable referred to by Officers and commented that they felt they were not always being sufficiently informed to be an effective Committee. Officers agreed to email the timetable to Members and to send a hard copy of this to Councillor Chalk.

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A query was raised in relation to implementation dates for the third statutory recommendation; that the Council should improve the reporting of the annual budget and Medium Term Financial Strategy to Members, specifically to make clear the impact of proposals on the level of reserves and balances. The Action Plan stated that the cross party member budget scrutiny group would be presented with the revised format for the Medium Term Financial Plan for 2017/18 to 2020/21 in October 2016 to ensure that this met with Member expectations, however it was queried whether this had in fact happened. Officers advised that as the budget had been challenging this year they had not been in a position to present this information to Members. They added that the Medium Term Financial Plan had now been issued, which had included some improvements.

A discussion ensued regarding Members' ability to see background / working papers. In terms of the Committee's role, Mr Percival stated that it was not appropriate for Members to review detailed working papers. The Committee's role was to ensure that it was satisfied that due processes had been put in place for the production of the final accounts, with 'governance of process' being the Committee's main function. He added that Officers' confirmation that action plans were in place should be sufficient, and that Members should seek to ensure that adequate progress was being made by Officers against plan delivery to ensure that any plans were being properly executed. It was also noted that, in relation to the Corporate Plan and monitoring of service performance, Grant Thornton had concluded that the arrangements in place for this were sufficient to demonstrate that the Council understood and was using performance information to support informed decision making and performance management.

The Chair questioned the role of the Committee and which elements Members could monitor as part of this. Officers advised that the Committee's Terms of Reference and Procedure Rules set out this information. Both documents formed part of the Council's Constitution and were referred to the Committee on an annual basis. Officers agreed to circulate a further copy of the documents for Members' information. The Chair added that both he and other Members of the Committee could meet with Grant Thornton when required to discuss relevant issues.

## **RESOLVED that**

**the Annual Audit Letter included at Appendix 1 to the report be noted.**

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## **32. TREASURY MANAGEMENT STRATEGY STATEMENT AND INVESTMENT STRATEGY 2017/18 TO 2019/20**

The Committee considered, for recommendation to the Council, the strategy statement for treasury management and investments in order to comply with the Local Government Act 2003. It was noted that some interest rate information had been incorrectly set out in Treasury Management Strategy Statement and Investment Strategy 2017/18, attached at Appendix 1 to the report, which would therefore require minor amendment prior to Council.

Officers presented the report and highlighted some of the key elements of this. The Ratio of Financing Costs to Net Revenue Stream were noted, with it being estimated that in 2019/20 the Council would be paying back nearly 20% for capital expenditure. Officers advised that the Council only undertook external borrowing if it was unable to borrow from internal funds.

Regarding the Investment Objectives Strategy, Mr Jones stated, as he had the previous year, that he would like to have seen yield benchmark data for how the authority invested its funds. Officers stated they could look into this for the following year's report and also undertook to circulate to Members details of the current interest payments for the Housing Revenue Account.

### **RECOMMENDED that**

- 1) subject to the minor interest rate amendment as detailed in the preamble above, the Strategy and Prudential Indicators at Appendix 1 to the report be approved; and**
- 2) the updated Treasury Management Policy Statement at Appendix 2 to the report be approved.**

## **33. COMPLIANCE TEAM UPDATE**

Members were provided with the first update report on the work of the Compliance Team following the transfer of benefits fraud to the Department for Work and Pension Single Fraud Investigation Service (SFIS) in February 2016. Officers explained the background to the report and responded to Members' questions in this regard.

Following the transfer of benefits fraud various duties had remained within the Compliance Team and Officers had taken the opportunity

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to develop work for wider non-compliance issues around Council Tax and Business Rates. Members noted the work which had been undertaken by the Team and the positive results of this. The financial implications of this work, which were detailed throughout the report, included:

- reduction in long term empty properties which resulted in a net gain of New Homes Bonus income of £76.5k for 1 year and £306k over 4 years;
- identified overpayments in incorrectly claimed Council Tax discounts and exemptions of £143,344, plus £14k Council Tax Support overpayments and £11k of Housing Benefit overpayments; and
- identification of 7 missing properties (mostly annexes to existing properties, not Council properties).

Officers were currently in the process of recovering overpayments and incorrectly claimed discounts and exemptions. Where recovery action might result in financial hardship to residents this was being taken into account when agreeing repayment plans, with additional assistance such as money management advice being given to residents where relevant. Members queried the possible impact of the future rollout of Universal Credit. Officers stated that the key risks to the Council involved the direct payment of housing rents to claimants and the impact of this on the Council's ability to reclaim any overpaid housing benefits.

Officers advised that owing to other service changes during the preceding 12 months, the majority of the Compliance Team's costs had been absorbed within existing budgets. As a result of the work carried out Officers had been able to evidence financial benefits to the County Council and were currently working with County colleagues to agree funding to enable enhancement of the compliance work. The Team were also in the process of receiving training in order to identify missing or incorrectly rated premises.

Members commended the Compliance Team on the work which it had carried out over the preceding 12 months and the positive results this had seen. Members agreed that update reports should in future be referred to the Committee on a six-monthly basis. Whilst Officers were unable to confirm at this stage what monies had been recovered, and how long it would take for any overpayments to be repaid to the Council, they confirmed that they would look to see whether it was possible to include information on this in the next report.

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**RESOLVED that**

- 1) **the report be noted; and**
- 2) **Officers refer future update reports to the Committee on a six-monthly basis.**

## **34. INTERNAL AUDIT - PROGRESS REPORT**

The Committee considered the Internal Audit Progress Report, which presented Members with progress in internal audit work for 2016/17. The Head of the Internal Audit Shared Service (HIASS) presented the report and responded to Members' questions on this.

Regarding overall delivery against the Internal Audit Plan it was noted that the number of days used to 31st December 2016 had, in some areas, exceeded the number of planned days. The HIASS explained the reasons for this and stated that he would be speaking with the s151 Officer at year end and would report back to the Committee. Whilst some areas had almost reached their number of planned days there were no major concerns with this and the HIASS did not envisage that the number of overall days would exceed the number of forecasted days.

Under Performance Indicators, the 59% Service Productivity figure was starting to show signs of recovery after the arrival of three new auditors in the first quarter, along with a further auditor towards the end of Quarter 2. Expectation was that productivity would continue to increase as the auditors became more familiar with Partner and Service requirements. In relation to Planned Follow Ups at Appendix 3 to the report, there were no exceptions to report.

A discussion ensued on Planned Follow Ups. Mr Jones asked whether there was enough emphasis by senior management to close down outstanding actions on recommendations early on. The HIASS stated that some areas did take longer than others and that there was not always a quick fix to an issue. He added that it was reasonable to say that when second and third follow up visits were required this took up additional resource and increased number of days. Mr Jones commented that there should not be third follow ups as this drove waste into the system and queried whether the scope of some audits should be changed, particularly given that the number of follow ups had increased significantly over the previous year. It was queried whether members of the Senior Management Team (SMT) at director level, and/or Portfolio Holders, should become involved in the process, particularly where outstanding

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actions were not being dealt with in a timely manner, resulting in additional Follow Ups

Mr Percival commented that Grant Thornton would expect Internal Audit to carry out their audit work, set recommendations and agree implementation dates with relevant service Officers for completion of required actions and to undertake required follow up on these. He added that if recommendations were not being implemented within agreed timeframes then there should be a clear escalation route, which would involve more senior managers. There should be a clear explanation from Officers as to why actions were not progressing, to ascertain whether the particular circumstances involved warranted any delays. If circumstances had changed this should equally be made clear and looked into, otherwise this would lead to a culture of non-compliance.

Members queried how the position would be reported back on and whether a formal request in this regard needed to be made to the Senior Management Team (SMT). As no members of SMT were present to respond in this regard Officers agreed to look into the position and report back on this at the next meeting. The HIASS confirmed that he did not have any strong views against the proposal for senior management involvement however he added that the Corporate Management Team (Heads of Service) would need to be engaged in any agreed process to ensure that there was a clear escalation route and engagement throughout.

**RESOLVED that**

**subject to the required Officer action detailed in the preamble above in relation to Planned Follow Ups, the report be noted.**

## **35. INTERNAL AUDIT - DRAFT AUDIT PLAN 2017/18**

Members received the draft Internal Audit Operational Plan for 2017/18, together with the Key Performance Indicators for the Worcestershire Internal Audit Shared Service for the same period. It was noted that the Plan would be subject to final approval at the Committee's April.

The Head of Internal Audit Shared Service (HIASS) introduced the report and highlighted the key aspects of this. In doing so he referred to the discussion which had taken place under the previous agenda item in relation to Planned Follow Ups and the action arising from that discussion. The draft Plan included 5 additional days for follow up on recommendations owing to an increasing

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number of recommendations being revisited on more than one occasion.

He stated that audit demand could change in some instances and that he and the s151 Officer would discuss the position if that were the case. Some of the Performance Indicators had been changed slightly following discussions with the s151 Officer and Mr Jones, the Independent Member on the Committee, and these now provided additional information for the Committee's information.

In response to Members' questions the HIASS confirmed that the Corporate Risk Register was taken into consideration when drawing up the Plan. Officers also advised that the Committee received 6 monthly updates in relation to the Corporate Risk Register and that the Annual Corporate Risk Register was referred to the Committee in April each year. Mr Jones added that he was also working with the s151 Officer on the Corporate Risk Register. It was noted that the overall number of audit days for 2017/18 remained at 400; the same as for 2016/17.

## **RESOLVED that**

**the draft Internal Audit Operational Plan for 2017/18, which was subject to final approval at the Committee's April meeting, be noted.**

### **36. APRIL - SEPTEMBER FINANCIAL SAVINGS MONITORING REPORT 2016/17**

Members received the second of the new style report which had been established to monitor savings for 2016/17, and which included the delivery of savings and additional income for the period April to September 2016.

The report provided a statement to show the savings against the Council's Strategic Purposes and the delivery of savings for the financial year. The report was separate to the main financial monitoring report that was presented to the Executive Committee as it focused on the delivery of savings rather than the overall financial position of the Council. For 2016/17 the report also presented other savings and additional income that had been generated across the Council. Grant Thornton, the Council's external auditors, had recommended that the delivery of savings be monitored more closely to ensure the Council was meeting savings in the way that was expected when the budget had been set.



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Officers explained that the savings were based on the previous year's base budget. The majority of the savings were projected savings to the end of the financial year and would be ongoing. It was noted that the lower election costs as a result of there being no local elections in 2017 was a one-off saving for the current year only.

## RESOLVED that

the financial position for savings for the period April 2016 to September 2016, as presented in the report, be noted.

### 37. COMMITTEE ACTION LIST AND WORK PROGRAMME

#### Action List

#### i) Ref 1 – Statement of Accounts 2014/15 – Inventories

Mr Jones confirmed that he had met with Officers from the Stores Team the previous April to discuss inventories and had undertaken an inventory risk analysis. He had looked at the Council's ordering process, which he had concluded was satisfactory. He stated that there were no optimum minimum or maximum order levels, no lean process in place and the Council did not have a formal inventory management policy. Mr Jones queried whether the Council needed to look at introducing such a policy. Officers advised that the issues raised would need to be looked at and it was agreed that Mr Kevin Hirons, Environmental Services Manager, be invited to the next meeting of the Committee for this item.

Action: item to remain on Action List for April meeting.

#### ii) Treasury Management Strategy Statement and Investment Strategy 2016/17 to 2018/19 – Liquidity risk

Mr Jones stated that he had not received any feedback from Officers on this matter.

Officers proceeded to circulate details relating to the Council's cash flow as at January 2017 and advised that ledgers for this were completed on a daily basis.

It was agreed that Officers would meet separately with Mr Jones to discuss this information further and that the item be removed from the Action List in the meantime.

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Action: subject to Mr Jones meeting with Officers to discuss any ongoing cash flow concerns, the item be removed from Action List.

- iii) Debt Recovery Update – Quarters 1 and 3 2015/16 – Write-offs

Mr Jones confirmed that he had met with an Officer to review the corporate Dashboard. He stated that some elements within the Dashboard did not show hard or soft savings, and that some of the parameters had been changed with no comments or sign-off from service managers.

Mr Jones confirmed that he would arrange to meet with Jayne Pickering in order that the position could be looked into and reported on further at the April meeting of the Committee.

Action: item to remain on Action List for April meeting.

- iv) Internal Audit – Progress Report – Key Performance Indicators (KPIs) / Measures Dashboard

As reported on earlier in the meeting under the Internal Audit draft Audit Plan 2017/18 (Minute No. 35 refers), it was noted that some of the Performance Indicators had been changed slightly following discussions with Jayne Pickering and Mr Jones. As a result of this the Performance Indicators now provided helpful additional information for the Committee.

Action: item to be removed from Action List.

## Work Programme

The Work Programme was noted without comment.

## **RESOLVED that**

**the Committee's Action List and Work Programme be noted and the amendments and updates highlighted be agreed.**

## **38. CALENDAR OF MEETINGS 2017/18**

Members were presented with the meeting dates of the Committee for the 2017/18 Municipal Year.

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It was anticipated that the Officer Briefing on the Statement of Accounts would take place on either 5th or 7th September 2017. Officers would confirm the date once this had been finalised.

**RESOLVED that**

**the Calendar of Meetings 2017/18 be noted.**

The Meeting commenced at 7.00 pm  
and closed at 9.16 pm

.....  
Chair





## Planning Committee

18<sup>th</sup> January 2017

### MINUTES

#### Present:

Councillor Andrew Fry (Chair), Councillor Nina Wood-Ford (Vice-Chair) and Councillors Tom Baker-Price, Michael Chalk, Matthew Dormer, Gareth Prosser, Yvonne Smith, Jennifer Wheeler and Pat Witherspoon

#### Officers:

Amar Hussain, Helena Plant and Laura Russ

#### Democratic Services Officer:

Jan Smyth

#### 58. APOLOGIES

Apologies for absence were received on behalf of Councillors Roger Bennett and Wanda King. Councillors Tom Baker-Price and Pat Witherspoon were confirmed as substitutes for Councillor Bennett and Councillor King respectively.

#### 59. DECLARATIONS OF INTEREST

No declarations of interest were made.

#### 60. CONFIRMATION OF MINUTES

##### RESOLVED that

the minutes of the meeting of the Planning Committee held on 14<sup>th</sup> December 2016 be confirmed as a correct record and signed by the Chair, subject to the following amendment:

Minute 50 – Planning Application 2016/222/FUL – the address for the Application Site be amended to read Former Holdex Factory Car Park, Moons Moat Drive, Moons Moat North, Redditch.

.....  
Chair

# Planning Committee

18<sup>th</sup> January 2017

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**61. UPDATE REPORTS**

The published update reports for the Planning Applications were noted.

**62. APPLICATION 2016/290/FUL –  
LAND AT FAR MOOR LANE, WINYATES GREEN,  
WINYATES, REDDITCH**

Erection of nine dwellings, associated access and landscaping.

Applicant: Mr Shaun Hussey

**This matter was WITHDRAWN from the Agenda by Officers to enable the Applicant to address a number of issues raised by Worcestershire County Council Highways Department, and was not discussed.**

**63. APPLICATION 2016/332/RM –  
THE JOLLY FARMER, WOODROW SOUTH. WOODROW,  
REDDITCH B98 7UH**

Reserved Matters application seeking consent for scale, appearance and landscaping, following Outline Planning Approval Reference 2014/096/OUT for the erection of 14 dwellings and formation of access road.

Applicant: Seven Capital (Woodrow) Ltd

Reverend Mike Spencer addressed the Committee under the Council's public speaking rules.

**RESOLVED that**

**having regard to the Development Plan and to all other material considerations, Planning Permission be GRANTED, subject to the Conditions and Informatives set out on pages 24 to 27 of the main agenda report but with Conditions 2, 3, 4 and 6 being amended to read as detailed below:**

**Conditions**

- 2) The development hereby approved shall be implemented in accordance with the following plans and documents:
  - Site Location Plan drawing no. 16-132-PL05A;

# Planning Committee

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- Planning Layout drawing no. 16-132-PL-01 Rev C;
- Type A 4 Bed Detached House Type Plans and Elevations, drawing no. 16-132-PL-03 Rev A;
- Type B 3 Bed Semi-terraced House Type Plans and Elevations, drawing no. 16-132-PL-02 Rev B;
- Type Ad 4 Bed Detached House Type Plans and Elevations, drawing no. 16-132-PL-04 Rev A;
- Arboricultural Method Statement dated January 2017, Ref 9376\_AMS.001 Rev A and Tree Protection Plan drawing no. 9376 TPP 01 Rev B;
- Planting Plan drawing no. 6054/ASP 1 Rev D;
- Updated Ecological Appraisal and Bat Survey Report dated 11<sup>th</sup> April 2014 and 13<sup>th</sup> October 2016;
- Locations of bird and bat boxes document and drawing received 10<sup>th</sup> January 2017.

**Reason:** To accurately define the permission for the avoidance of doubt and to ensure that the development is satisfactory in appearance in order to safeguard the visual amenities of the area, in accordance with Policy B(BE).13 of the Borough of Redditch Local Plan No.3.

- 3) The dwellings and hard surfacing to the driveways shall be constructed in the following materials:

Facing Brick - Forterra Clumber Red Mixture  
 Main Roof/Garage Tile - Forticrete Gemini Mixed Russett  
 Vertical Hanging Tile - Marley Eternit Plain Tile : Smooth Grey  
 Concrete Block Paving - Smooth Grey

**Reason:** to ensure that the development is satisfactory in appearance, to safeguard the visual amenities of the area, in accordance with Policy B(BE).13 of the Borough of Redditch Local Plan No. 3

# Planning Committee

18<sup>th</sup> January 2017

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4) **The Condition wording**

**‘ in accordance with the methods detailed in the Arboricultural Method Statement dated November 2016 and the Tree Protection Plan drawing 9376 ‘**

**be amended to read as follows:**

**‘ the Arboricultural Method Statement dated January 2017, ref 9376\_AMS.001 Rev A and the Tree Protection Plan drawing no. 9376 TPP 01 Rev B.**

6) **Prior to first occupation of the dwellings, 8 Schwegler bat and bird boxes shall be erected in accordance with the details and positions outlined in the Locations of bird and bat boxes document and drawing received 10<sup>th</sup> January 2017, at a height of 4 metres, and shall remain for the lifetime of the development.**

**Reason: To enhance the habitat of bats and birds which are protected species under the Wildlife and Countryside Act 1981, and in accordance with Paragraph 118 of the National Planning Policy Framework (NPPF).**

(Officers reported on additional information received from the Applicants in relation to amended plans, proposed external materials, landscaping and ecology matters that necessitated amendments to a number of the Conditions recommended in the main agenda report, all as detailed in the published Update Report, copies of which were provided to Committee Members and the public gallery prior to commencement of the meeting.)

The Meeting commenced at 7.00 pm  
and closed at 7.18 pm

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CHAIR





# Planning Committee

15<sup>th</sup> February 2017

## MINUTES

### Present:

Councillor Andrew Fry (Chair), Councillor Nina Wood-Ford (Vice-Chair) and Councillors Joe Baker, Michael Chalk, Matthew Dormer, Gareth Prosser, Yvonne Smith and Jennifer Wheeler

### Officers:

Amar Hussain and Helena Plant

### Democratic Services Officer:

Jan Smyth

### 64. APOLOGIES

Apologies for absence were received on behalf of Councillors Roger Bennett and Wanda King. Councillor Joe Baker was confirmed as Councillor King's substitute for the meeting.

### 65. DECLARATIONS OF INTEREST

No declarations of interest were made.

### 66. CONFIRMATION OF MINUTES

#### RESOLVED that

**the minutes of the meeting of the Planning Committee held on 18<sup>th</sup> January 2017 be confirmed as a correct record and signed by the Chair.**

### 67. UPDATE REPORTS

The Committee received an oral update in relation to Item 5 (Application 2016/355/FUL) in relation to an amendment to proposed Conditions 3 as detailed in Minute 68 below.

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Chair

# Planning Committee

15<sup>th</sup> February 2017

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**RESOLVED that**

**the oral update be noted.**

- 68. APPLICATION 2016/355/FUL –  
44 SOUTHCREST ROAD, LODGE PARK,  
REDDITCH, B98 7JJ**

Site and rear two-storey extensions

Mr Talib Naveed

**RESOLVED that**

**having regard to the Development Plan and to all other material considerations, Planning Permission be GRANTED, subject to the Conditions and Informative set out on page 7 of the main agenda report but with Condition 3 being amended to read as follows:**

- 3) The development hereby approved shall be implemented in accordance with the following plans:**

**Drawing no. 01 16/73 – Existing floor plans and elevations**

**Drawing no. 02 16/73 Rev B – Proposed plans and elevations**

**Reason: To accurately define the permission for the avoidance of doubt and to ensure that the development is satisfactory in appearance in order to safeguard the visual amenities of the area in accordance with Policy B(BE).13 of the Borough of Redditch Local Plan 4.**

(Officers orally reported on an error in respect of Condition 3, clarifying that Drawing no. 02 16/73 Rev A, as detailed in the main report, should have read Drawing no. 02/16/73 Rev B.)

The Meeting commenced at 7.00 pm  
and closed at 7.09 pm

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CHAIR



## Planning

### Committee

Wednesday, 15 March 2017

## MINUTES

#### Present:

Councillor Andrew Fry (Chair), Councillor Nina Wood-Ford (Vice-Chair) and Councillors Tom Baker-Price, David Bush, Michael Chalk, Brandon Clayton, Wanda King, Yvonne Smith and Jennifer Wheeler

#### Officers:

Steve Edden, Amar Hussain, Simon Jones, Helena Plant and Sharron Williams

#### Democratic Services Officer:

Jan Smyth

#### 69. APOLOGIES

Apologies for absence were received on behalf of Councillors Roger Bennett, Matthew Dormer and Gareth Prosser. Councillors Brandon Clayton, David Bush and Tom Baker-Price were confirmed as substitutes for Councillors Bennett, Dormer and Prosser respectively.

#### 70. DECLARATIONS OF INTEREST

Councillor Jenny Wheeler declared an Other Disclosable Interest in Agenda Item 5 (Planning Application 2016/254/FUL – Woodfield Academy, Studley Road, Lodge Park, Redditch) as detailed in Minute 73 below.

Councillor David Bush declared an Other Disclosable Interest in Agenda Item 6 (Application 2016/290/FUL – Land at Far Moor Lane, Winyates Green, Redditch) as detailed in Minute 74 below.

Councillor Brandon Clayton declared an Other Disclosable Interest in Agenda Item 7 (Planning Application 2016/347/FUL – The Paddocks, Astwood Lane, Feckenham, Redditch) as detailed in Minute 75 below.

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Chair

# Planning Committee

Wednesday, 15 March 2017

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**71. CONFIRMATION OF MINUTES**

**RESOLVED that**

**the minutes of the meeting of the Planning Committee held on 15<sup>th</sup> February 2017 be confirmed as a correct record and signed by the Chair.**

**72. UPDATE REPORTS**

The published Update Reports for the various Applications were noted.

**73. APPLICATION 2016/254/FUL - WOODFIELD ACADEMY, STUDLEY ROAD, LODGE PARK, REDDITCH B98 7HH**

All weather pitch, including floodlights and emergency vehicle access road / DDA access.

Applicant: Mr Steve Bond, Woodfield Academy

Mr John Thornwell, on behalf of the Applicant, addressed the Committee under the Council's public speaking rules.

**RESOLVED that**

**having regard to the Development Plan and to all other material considerations, Planning Permission be GRANTED, subject to the Conditions and Informatives set out on pages 13 to 18 of the main agenda report.**

(Prior to consideration of this matter, Councillor Jenny Wheeler declared an Other Disclosable Interest in that she was personally acquainted with the registered speaker addressing the Committee on behalf of the Applicant. In view of this, Councillor Wheeler withdrew from the meeting for the duration of the Committee's consideration of the application and did not participate or vote on the matter.)

**74. APPLICATION 2016/290/FUL - LAND AT FAR MOOR LANE, WINYATES GREEN, REDDITCH**

Erection of nine dwellings, associated access and landscaping.

Applicant: Mr Shaun Hussey

**RESOLVED that**

# Planning Committee

Wednesday, 15 March 2017

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having regard to the Development Plan and to all other material considerations, authority be delegated to the Head of Planning and Regeneration Services to GRANT Planning Permission, subject to:

- 1) The satisfactory completion of a Section 106 Planning Obligation ensuring the following provision:
  - a) a financial contribution for the provision of affordable housing;
  - b) a financial contribution for the provision of waste management;
  - c) a financial contribution for open space provision;
  - d) a financial contribution for playing pitch provision;
  - e) a financial contribution for children's play provision;
  - f) a management plan for the long term management of the open space and pond within the site; and

- 2) the following Conditions and Informatives:

### Conditions

- 1) The development to which this permission relates must be begun not later than the expiration of three years beginning with the date of the grant of this permission.

Reason:- In accordance with the requirements of Section 91(1) of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

- 2) Prior to the commencement of development details of the form, colour and finish of the materials to be used externally on the walls, roofs, boundary walls / fencing shall be submitted to and approved in writing by the Local Planning Authority. The development shall then be carried out in accordance with the approved details.

Reason: To ensure that the development is satisfactory in appearance, to safeguard the visual amenities of the area and in accordance with Policies 39 and 40 of the Borough of Redditch Local Plan No.4.

- 3) The development hereby approved shall be implemented in accordance with plans to be defined.

Reason: To accurately define the permission for the avoidance of doubt and to ensure that the development is satisfactory in appearance in order to safeguard the

# Planning Committee

Wednesday, 15 March 2017

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visual amenities of the area in accordance with Policies 39 and 40 of the Borough of Redditch Local Plan No.4.

- 4) No development shall take place until full details of both hard and soft landscape works have been submitted to and approved in writing by the Local Planning Authority. These details shall include proposed boundary treatment and other means of enclosure, hard surfacing materials, new planting, trees and shrubs to be retained, together with measures to be taken for their protection while building works are in progress.

Reason:- In the interests of the visual amenity of the area and in accordance with Policy 39 of the Borough of Redditch Local Plan No.4.

- 5) All hard and soft landscaping works shall be carried out in accordance with the approved details. The works shall be carried out prior to the occupation of any part of the development or in accordance with a programme agreed in writing by the local planning authority. Any trees or plants which within a period of 5 years from the completion of the development die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of similar sizes or species unless the local planning authority gives written approval to any variation.

Reason:- In the interests of the visual amenity of the area and in accordance with Policy 39 of the Borough of Redditch Local Plan No.4.

- 6) A Construction Environmental Management Plan shall be submitted to and approved in writing by the local planning authority prior to commencement of development. This shall include the following:-
- a. Measures to ensure that vehicles leaving the site do not deposit mud or other detritus on the public highway;
  - b. Details of site operative parking areas, material storage areas and the location of site operatives facilities (offices, toilets etc);

The measures set out in the approved Plan shall be carried out in full during the construction of the development hereby approved. Site operatives' parking, material storage and the positioning of operatives'

facilities shall only take place on the site in locations approved by in writing by the local planning authority.

Reason: To protect the amenities of nearby properties during the construction of the development and to protect the natural and water environment from pollution in accordance with the provisions of the National Planning Policy Framework.

- 7) No works or development shall take place until a scheme for foul and surface water drainage has been submitted to, and approved in writing by the Local Planning Authority. If infiltration techniques are used then the plan shall include the details of field percolation tests. The scheme shall provide an appropriate level of runoff treatment. The approved scheme shall be completed prior to the first use of the development hereby approved.

Reason: In order to ensure satisfactory drainage conditions that will not create or exacerbate flood risk on site or within the surrounding local area and in accordance with National Planning Policy Framework.

- 8) No works or development shall take place within at least 5 metres alongside all ordinary watercourses allow for an appropriate buffer strip.

Reason: In order to ensure satisfactory drainage conditions that will not create or exacerbate flood risk on site or within the surrounding local area and in accordance with National Planning Policy Framework.

- 9) Finished floor levels within the development shall be set no lower than 150 mm above the surrounding finished ground levels.

Reason: In order to ensure satisfactory drainage conditions that will not create or exacerbate flood risk on site or within the surrounding local area and in accordance with National Planning Policy Framework.

- 10) Recommendations set out in the Ecological Appraisal dated 6 May 2016 shall be implemented during construction of the development.

Reason:- In the interests of ecology in the local area and in accordance with Policy 16 of the Borough of Redditch

# Planning Committee

Wednesday, 15 March 2017

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**Local Plan No.4 and paras 9 and 109 of the National Planning Policy Framework.**

- 11) **No development shall take place until full details of an ecological enhancement scheme has been submitted to and approved in writing by the Local Planning Authority. These details shall include measures to encourage / maintain ecology in this area including the use of the site as a wildlife corridor and enhancements to the pond. The approved schemes shall be fully implemented prior to the first occupation of the development.**

**Reason:- In the interests of ecology in the local area and in accordance with Policy 16 of the Borough of Redditch Local Plan No.3 and paras 9 and 109 of the National Planning Policy Framework.**

- 12) **Before any other works hereby approved are commenced, visibility splays shall be provided from a point 0.6m above ground level at the centre of the access to the application site and 2.4 metres back from the near side edge of the adjoining carriageway, (measured perpendicularly), for a distance of 90 metres in each direction along the nearside edge of the adjoining carriageway as shown on drawing 150 revision L - Proposed Site Plan. Nothing shall be planted, erected and/or allowed to grow on the triangular area of land so formed which would obstruct the visibility described above.**

**Reason: In the interests of highway safety.**

- 13) **The development hereby permitted shall not be first occupied until the access, turning area and parking facilities shown on the approved plan have been properly consolidated, surfaced, drained and otherwise constructed in accordance with details to be submitted to and approved in writing to the Local Planning Authority and these areas shall thereafter be retained and kept available for those users at all times.**

**Reason: In the interests of highway safety and to ensure the free flow of traffic using the adjoining highway.**

- 14) **No part of the development hereby approved shall be first occupied until the proposed footway on the east side of Far Moor lane running north from the site access to the bus stop north of Longhope Close as generally**



shown on the approved plans, to include a drop kerb pedestrian crossing on Far Moor lane, has been provided and retained as such.

**Reason:** To provide a safe pedestrian route to local facilities.

- 15) The garages to Plots 1, 6, 7, 8 and 9 shall be fitted with an electric vehicle fast charging point and the remaining plots shall be fitted with an electric vehicle fast charging point either adjacent to their parking spaces or within their garages prior to the first occupation of the respective dwelling and shall be retained in perpetuity.

**Reason:** To promote sustainable transport and to comply with the County Council's Parking Policy.

- 16) Gas protection measures should be incorporated within the foundations of the proposed structure, approved in prior to commencement of the development by the Local Planning Authority, or a risk assessment should be undertaken to establish whether the proposed development is likely to be affected by gas emissions from this area, provided to and approved by the Local Planning Authority, prior to commencement of the development.

Where significant risks are identified or insufficient data hinders an appropriate risk assessment, a targeted site investigation proposal or proposed remedial measures must be provided to and approved in writing by the Local Planning Authority, prior to commencement of the development.

**Reason:-** To ensure that the risks to buildings and their occupants from potential landfill gas are adequately addressed.

- 17) No demolition, site clearance or development shall take place until all trees and hedges to be retained on the site and around the boundaries of the site have been protected in accordance with the specification set out in British Standard BS:5837 2005: Guide for Trees in relation to Construction, and such protection measures shall remain in situ for the duration of the development.

**Reason:-**To ensure the protection of trees and hedgerows in the interests of visual amenity in

accordance with Policy 16 of the Borough of Redditch Local Plan No.4.

**Informatives**

- 1) The local planning authority has worked with the applicant in a positive and proactive manner to seek solutions to problems arising in relation to dealing with this planning application through negotiation and amendment.
- 2) The applicant is advised that due to the close proximity of other properties, the applicant should be directed to Worcester Regulatory Services 'Code of Best Practice for Demolition and Construction Sites' which can be found on the WRS website.
- 3) The attention of the Applicant is drawn to the need to keep the Highway free from any mud or other material emanating from the Application site of any works pertaining thereto.
- 4) This permission does not authorise the laying of private apparatus within the confines of the public highway.

The applicant should apply to the Worcestershire County Council's Network Control Manager, County Hall, Spetchley Road, Worcester WR5 2NP (telephone 0845 607 2005), for consent under the New Roads and Streetworks Act 1991 to install private apparatus within the confines of the public highway.

Precise details of all works within the public highway must be agreed on site with the Highway Authority.

- 5) No work on the site should be commenced until engineering details of the improvements to the Public Highway have been submitted to and approved by the Highway Authority and an agreement under Section 278 of the Highways Act 1980 entered into.
- 6) If it is the Developer's intention to request the County Council, as Highway Authority, to adopt the proposed roadworks as maintainable at the public expense, then details of the layout and alignment, widths and levels of the proposed roadworks, which shall comply with any plans approved under this planning consent unless otherwise agreed in writing, together with all necessary drainage arrangements and run off calculations shall be

# Planning Committee

Wednesday, 15 March 2017

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submitted to the County Council's Network Control Manager, Worcestershire County Council, County Hall, Spetchley Road, Worcester, WR5 2NP. No works on the site of the development shall be commenced until these details have been approved and an Agreement under Section 38 of the Highways Act, 1980, entered into.

- 7) It is not known if the proposed roadworks can be satisfactorily drained to an adequate outfall. Unless adequate storm water disposal arrangements can be provided, the County Council, as Highway Authority, will be unable to adopt the proposed roadworks as public highway.

The applicant is, therefore, advised to submit the Engineering details referred to in this conditional approval to the County Council's County Network Control Manager, Worcestershire County Council, County Hall, Spetchley Road, Worcester, WR5 2NP at an early date to enable surface water disposal arrangements to be assessed.

- 8) Drainage arrangements shall be provided to ensure that surface water from the driveway and/or Vehicular turning area does not discharge onto the Public Highway. No drainage or effluent from the proposed development shall be allowed to discharge into any Highway drain or over any part of the Public Highway.
- 9) In respect to condition 7 the applicant is advised that the peak runoff rate from the development for the 1 in 1 year rainfall event and the 1 in 100 year rainfall event plus an appropriate allowance for climate change must never exceed the peak runoff rate for the same event. The scheme shall be designed so that flooding does not occur on any part of the site for a 1 in 30 year rainfall event and not in any part of any building for the 1 in 100 year rainfall event plus climate change. Flows resulting from rainfall in excess of a 1 in 100 year rainfall event shall be managed in exceedance routes that minimise the risk to people and property.

The runoff volume from the development in the 1 in 100 year 6 hour rainfall event shall not exceed the Greenfield runoff volume for the same event.

- 10) The applicant should be aware that this permission also includes a legal agreement under S106 of the Town and Country Planning Act 1990 (as amended) and that the

**requirements of that and the Conditions listed above must be complied with at all times.**

(Officers highlighted a number of proposed additional highway Conditions and informatives received from the Highways Authority together with the deletion of Condition 15 (as detailed on page 28 of the main agenda report) and the consequent need to renumber the list of Conditions and Informatives as a result of the additions and deletion, as set out in the resolution above and as outlined in the published Update Report, copies of which were provided to Members and the public gallery prior to commencement of the meeting.)

(Prior to consideration of this matter, Councillor David Bush declared an Other Disclosable Interest in that his brother-in-law's property backed onto the development site. In view of this, Councillor Bush withdrew from the meeting for the duration of the Committee's consideration of the application and did not participate or vote on the matter.)

**75. APPLICATION 2016/347/FUL - THE PADDOCKS, ASTWOOD LANE, FECKENHAM, REDDITCH B96 6HG**

Erection of 5 no. dwellings comprising 2 x 3 bedroom bungalows and 3 x 3 bedroom houses on the site of approved Outline Application for 6 no. dwellings (2014/105/OUT).

Applicant: Mr M Fitzpatrick: Sandpiper TKL

**RESOLVED that**

**having regard to the Development Plan and to all other material considerations, authority be delegated to the Head of Planning and Regeneration Services to GRANT Planning Permission, subject to:**

- 1) **the satisfactory completion of a Planning Obligation ensuring that:**
  - a) **Contributions are paid to the Borough Council in respect of off-site open space, pitches and equipped play, in accordance with the Council's adopted SPD;**
  - b) **A financial contribution is paid to the Borough Council towards the provision of wheelie bins for the new development; and**
- 2) **the Conditions and Informatives as set out on pages 37 to 41 of the main agenda report.**

# Planning Committee

Wednesday, 15 March 2017

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(Prior to consideration of this matter, Councillor Brandon Clayton declared an Other Disclosable Interest in that he had expressed views on the proposed development at a Parish Council meeting, at which the Developers had been present. In view of this Councillor Clayton withdrew from the meeting for the duration of the Committee's consideration of the application and did not participate or vote on the matter.)

**76. APPLICATION 2016/350/HYB - LAND NORTH OF NASH ROAD, OLD FORGE DRIVE, PARK FARM, REDDITCH**

Hybrid application for the construction of up to 30,745m of B1, Light Industry, B2 General Industry and B8 Storage and Distribution with ancillary offices, including parking and servicing areas in outline with matters of layout, scale, appearance and landscaping reserved for future consideration; full application for the means of access from Old Forge Drive and Nash Road and internal service roads, including details of foul and surface water drainage.

Applicant: Mr A Plant

**RESOLVED that**

**having regard to the Development Plan and to all other material considerations, Planning Permission be GRANTED, subject to the Conditions set out on pages 54 to 61 of the main agenda report, but with Conditions 1, 3, 6, 10 and 19 amended to read as follows:**

**Time Limit**

- 1) The access roads, associated engineering and drainage works shall be commenced within 3 years of the date of this permission. Application for the approval of the matters reserved by Conditions of this permission shall be made to the Local Planning Authority before the expiration of 5 years from the date of this permission. With the exception of the access roads, the development hereby permitted shall be begun not later than whichever is the latest of the following dates:**

**i) The expiration of five years from the date of this permission;**

**or**

**ii) The expiration of one year from the final approval of the reserved matters; or**

- iii) In the case of approval on different dates, the final approval of the last such matter to be approved.

Reason: To conform with the requirements of Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

#### **RESERVE MATTERS**

- 3) With the exception of the access road and associated engineering works, approval of the details of the appearance, landscaping, layout and scale (hereinafter called "the reserved matters") shall be obtained from the Local Planning Authority in writing before any development is commenced on a parcel by parcel basis.

Reason: Required to be imposed pursuant to Section 92 of the Town and Country Planning Act 1990 (as amended) and to enable to the Local Planning Authority to exercise proper control over these aspects of the development.

#### **NEW ACCESS**

- 6) Before any part of any unit is first brought into use, the new access off Old Forge Drive and associated highway works shall be laid out, constructed and completed in accordance with details to be submitted to and approved in writing by the Local Planning Authority.

Reason: In the interests of highway safety in accordance with Policy 20 of the Borough of Redditch Local Plan No.4 and to ensure the new access is designed to limit the influence into the remainder of the BS5837:2012 RPA of the Ash trees to be retained within G1.

#### **DRAINAGE SCHEME**

- 10) The proposed drainage scheme shall be constructed in accordance with the details provided within the FRA and drainage plan, and the proposed scheme does not exceed the specified discharge rate of 230 l/s at the 1 in 100 year return period. The approved drainage scheme associated with each parcel shall be completed prior to the first use of the development constructed upon it.

All proposed subsurface tanks must be lined with an impermeable liner to ensure that there is no leaching of

existing Trichloroethylene contamination from the site into the adjacent watercourse.

Reason: In order to ensure drainage conditions that will not create or exacerbate flood risk on site or within the surrounding local area in accordance with Policy 18 of the Borough of Redditch Local Plan No.4.

**ELECTRIC VEHICLE CHARGING POINTS**

- 19) Electric Vehicle Charging points shall be installed for a minimum of 10% of the parking spaces serving each unit constructed, in accordance with details to be submitted and approved in writing by the Local Planning Authority as part of the reserved matters submissions. This may be phased with 5% of spaces operational prior to the occupation of each unit and a further 5% of spaces made ready for electric vehicle charging by incorporating appropriate cabling to allow additional provision to meet future demand. The electric charging points shall comply with BS7671 and the socket with BS1363 which must be provided with a locking weatherproof cover if located externally. The approved Electric vehicle charging scheme for each unit shall be installed before each unit is first occupied and shall thereafter be retained for the lifetime of the development.

Reason: To reduce carbon emissions and encourage sustainable modes of transport for the movement of goods and people in accordance with Policy 15 of the Borough of Redditch Local Plan No.4 and Paragraph 35 of the NPPF.

(Officers highlighted and provided explanations on a number of matters raised by the Applicant, in relation to Officers proposed Conditions and a request that the Planning Committee be asked to give consideration to amendments to recommended Conditions 1, 3, 6, 10 and 19, as detailed in the published Update Report, copies of which were provided to Committee Members and the public gallery prior to commencement of the meeting, which Members agreed to support.)

77. **APPLICATION 2017/005/FUL - 1 - 16 HOLLOWAY PARK, HOLLOWAY LANE, LAKESIDE, REDDITCH**

Construction of pitched roof over existing flat roof on 16 bungalows

Applicant: Mr Adrian Guida-Jones, for Housing Capital, Redditch Borough Council

# Planning Committee

Wednesday, 15 March 2017

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**RESOLVED that**

having regard to the Development Plan and to all other material considerations, Planning Permission be **GRANTED**, subject to the Conditions and Informative as set out on pages 64 to 65 of the main agenda report.

78. **APPLICATION 2017/027/FUL - UNIT 21 KINGFISHER WALK, KINGFISHER SHOPPING CENTRE, TOWN CENTRE, REDDITCH B97 4EY**

Change of Use from Sui Generis Use to Class A3 Use

Applicant: Ken Williams, Kingfisher Shopping Centre

Mr Amar Hussain, the Committee's Legal Officer read out a representation on behalf of the Applicant, Mr Ken Williams, in his absence, under the Council's public speaking rules.

**RESOLVED that**

having regard to the Development Plan and to all other material considerations, retrospective Planning Permission be **GRANTED**, subject to Condition 2 as set out on page 69 of the main agenda report with Condition 1 being deleted.

(Officers highlighted an error in the main agenda report in that Condition 1 (Time limits) would not be required if Members were minded to approve, in view of the fact that Planning Permission would be retrospective.)

The Meeting commenced at 7.00 pm  
and closed at 8.30 pm

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CHAIR