



# Overview and Scrutiny Committee

Tuesday, 22nd July, 2014

## MINUTES

### Present:

Councillor Jane Potter (Chair), and Councillors Roger Bennett (substituting for Councillor Gay Hopkins), Andrew Brazier (substituting for Councillor Carole Gandy), Natalie Brookes (Substituting for Councillor Joe Baker), David Bush, Andrew Fry, Alan Mason, Paul Swansborough and Pat Witherspoon

### In attendance

Mr Roger Hill (Co-opted Member of the Voluntary and Community Sector Task Group)

### Officers:

E Baker, S Green, D Hancox and S Hanley

### Democratic Services Officers:

J Bayley and A Scarce

## 11. APOLOGIES AND NAMED SUBSTITUTES

Apologies for absence were received from Councillors Carol Gandy, Gay Hopkins and Joe Baker. Councillors Andrew Brazier, Roger Bennett and Natalie Brookes respectively attended as substitutes.

## 12. DECLARATIONS OF INTEREST AND OF PARTY WHIP

Councillor Jane Potter declared an other disclosable interest in respect of Minute No 16, the Proposals for Change by Tudor Grange Academy, as she was a member of the board of governors at Tudor Grange Academy. She left the room and took no part in the discussions about this item.

Councillor David Bush declared an other disclosable interest in respect of Minute No 16, as a member of the board of governors at Walkwood Middle School, part of the pyramid group which would be affected by the proposed changes by Tudor Grange Academy.

.....  
Chair

# Overview and Scrutiny Committee

Tuesday, 22nd July, 2014

---

Following discussion and advice from Officers, Councillor Bush left the room and took no part in the discussions of this item.

In the absence of the Vice Chair and in light of the Chair having to leave the room it was noted that a Chair would need to be appointed to preside over Minute No 16 during the Committee's consideration of the scoping document for the Proposed Changes by Tudor Grange Academy.

## **RESOLVED that**

**Councillor Roger Bennett be appointed Chair for Minute No 16 during consideration of the scoping document containing terms of reference for the review of Proposals for Change by Tudor Grange Academy.**

## **13. MINUTES**

### **RESOLVED that**

**the minutes of the meeting of the Overview and Scrutiny Committee held on 17th June 2014, be confirmed as a correct record and signed by the Chair.**

## **14. VOLUNTARY AND COMMUNITY SECTOR TASK GROUP - FINAL REPORT**

Former Councillor Roger Hill was welcomed back as a co-opted member of the Task Group. Councillor Pat Witherspoon, as Chair of the group, delivered a presentation outlining the work and the final ten recommendations of the group (Appendix 1). Councillor Witherspoon thanked her fellow Members and Officers for their support during a long and detailed investigation.

Following the presentation the Grants Officer provided additional information:

- A coffee morning was held following the launch of the Grants Programme, which had proved very popular, with the last event being attended by over 50 members of the Voluntary Sector.
- BARN also attended this session to assist with applications and had delivered a series of social media workshops via the training programme funded by the Council.
- A funding feedback session was also being considered and it was hoped that this would assist organisations to source funding from elsewhere in order to become more self-sustaining.

# Overview and Scrutiny Committee

Tuesday, 22nd July, 2014

---

Members of the group also responded to a number of questions covering the following areas:

- The role of the apprentice and the need for this to include specific training.
- The difficulty in providing training for Grants Panel Members and of taking formal minutes at its meetings. It was felt that these would be time consuming and were not appropriate, although it was acknowledged that a formal list of action points could be recorded.
- It was acknowledged that the Panel needed to be open and transparent in view of the significant sum of money involved and to ensure that the Council complied with the Local Government Transparency Code 2014.
- The Redditch Hour on twitter and how this would be administered and how those of other areas were maintained.
- Members were keen to ensure that volunteers were rewarded for their work and suggested a prize giving event should be held for this purpose.
- How the group had established that the grants awarded to groups provided the Council with value for money.
- Match funding and how currently those in receipt of a grant were encouraged to seek funding from other sources. There was a danger that smaller groups would be unable to access other funding and would be unable to continue if this were made a pre-requisite of an application.
- The monetary value of a volunteer, which was estimated at approximately £11 per hour. Members were informed that a piece of work would be undertaken in the future to try and ascertain the monetary benefit to the Council of the work carried out by the groups who were successful with their grant applications.

In respect of recommendation 5, the Framework Agreement for the Provision of Debt and Budgeting Advice, the Committee noted that whilst funding for the first year of this framework had been secured additional funding would be needed to support the framework in the following two years.

## **RECOMMENDED that**

- 1) the following should be addressed in relation to the Council's grants programme:**
  - a) the timescales for the Council's grants process should be reviewed to ensure that decisions are**

- made in sufficient time to enable Voluntary and Community Sector organisations to plan constructively for the year ahead;
  - b) the geographical spread of the client base for Voluntary and Community Sector organisations should be taken into account by the Grants Panel as part of the scoring process when considering applications for grants;
  - c) the template for the Council's application form for Council grants should be reviewed;
  - d) action points should be recorded at meetings of the Council's Grants Panel;
- 2) the following actions should be taken in respect of the members of the Grants Panel:
- a) formal training should be provided to Members of the Grants Panel;
  - b) wherever possible members of the Grants Panel should visit Voluntary and Community Sector organisations that have been awarded larger project grants as part of the monitoring process. These visits should take place before the second instalment of funding is provided to the organisations;
- 3) the implications of the Local Government Transparency Code 2014 should be considered by Officers to ensure that the Council's grants process is amended as and when required. Officers should ensure that any changes that are made to the process in response to these requirements take account of local needs;
- 4) the Council should employ an apprentice to support the work of the Grants Officer. Consideration should be given to sharing this apprentice with a Voluntary and Community Sector organisation;
- 5) the *Framework Agreement for the Provision of Debt and Budgeting Advice to be Delivered Within the Locality areas in Redditch* should continue to be supported by the Council for the foreseeable future;

# **Overview and Scrutiny Committee**

Tuesday, 22nd July, 2014

---

- 6) an informal working group of Council Officers should be formed to discuss and share knowledge about current joint working with Voluntary and Community Sector organisations. These informal meetings would also provide an opportunity for different teams to identify further opportunities to work with Voluntary and Community Sector organisations and highlight any duplication of work;
  - a) dedicated space should be introduced on the Council's intranet to allow Officers working with Voluntary and Community Sector organisations and / or volunteers to share information;
- 7) the following actions should be taken in relation to the Staff Volunteering Policy:
  - a) the policy should be refreshed and promoted;
  - b) a taster list of local volunteering opportunities should be advertised on the "Briefcase" section of the Council's intranet for the consideration of staff. In particular, consideration should be given to advertising volunteering opportunities that would help to address the Council's strategic purposes;
- 8) a Staff Award should be created to recognise the voluntary work carried out by members of staff;
- 9) the Council should work with local businesses and Voluntary and Community Sector organisations to introduce a "Redditch Hour" on twitter and other social networks;
- 10) A Voluntary Sector Event should be held on a regular basis to help promote
  - a) the work of local Voluntary and Community Sector organisations to each other as well as potential customers;
  - b) volunteering opportunities to local residents; and
  - c) a prize giving awards ceremony should form part of this event.

This event could potentially be aligned to existing events that are already take place.

## 15. COMMUNITY INFRASTRUCTURE LEVY - PRESENTATION

The Chair reminded Members that this item had arisen following the Committee's request for further information whilst discussing the Executive Work Programme at the previous meeting.

Members received a presentation from Officers in respect of the Community Infrastructure Levy (CIL) as detailed in Appendix 2. Officers stressed that they were still at the very early stages of investigating the option of using CIL and further information would be provided to Members in due course through various means, including the Planning Advisory Panel.

Following the presentation Officers responded to questions which covered the various areas including:

- The cost of the annual audit in the longer term and how these costs could be recovered.
- The knock on effect on the Council if Bromsgrove District Council (BDC) were to use CIL charges and the option to transfer monies between the authorities. Work was being carried out in conjunction with BDC to ensure that the Council did not lose out.
- The impact on the price of land should the Council choose to go down the CIL route.
- How the money would be collected from the developer and how it could be used.
- Although CIL had been in place since 2010, the Council had only recently begun exploring whether it was suitable. The delay was due to firstly needing to have a local plan in place, which had taken some time, however, the Council's Local Plan was in the final stages and this would run alongside the early development stages of CIL.
- Currently only 12% of local authorities had CIL in place, but nationally there was a push to encourage all authorities to go down the route of CIL.

### **RESOLVED that**

**the presentation on the Community Infrastructure Levy be noted.**

## 16. TASK GROUP REVIEWS - DRAFT SCOPING DOCUMENTS

A number of topic proposal forms had been submitted for Members' consideration and would be presented and considered in turn. Councillor Potter reminded the Committee that it had agreed to hold

# Overview and Scrutiny Committee

Tuesday, 22nd July, 2014

---

only two Task Groups at any one time (it was confirmed that this figure did not include the Football Task Group as this was being facilitated by other Officers).

## Provision of Support Networks for LGBT Task Group

Due to unforeseen circumstances Councillor Joe Baker, who had proposed this topic, was unable to attend the meeting. He had contacted the Chair and she had agreed to defer consideration of this topic proposal until the following meeting of the Committee.

## Obesity Levels Task Group

Councillor Potter provided the Committee with background information as to why she felt this topic should be the subject of a task group. Senior Officers had highlighted during the Member induction process in May 2014 that obesity was an area of concern at both a national and local level. Obesity led to other physical health problems such as diabetes which required significant treatment and support from the health service. It was also an area which affected both adults and children and it was important to ensure that the measures put in place to tackle the problem were as effective as possible. She believed it would be useful to find out what was available and how the information was provided to the community to ensure it was reaching those that needed help the most. Councillor Potter also noted that lessons could be learned from international practices and made reference to a project which had been successfully carried out in Oklahoma, USA, which was now one of the healthiest parts of the country.

Some Members, though supportive of the idea, questioned whether a Task Group was necessary as it was understood that some positive work was already being carried out locally. Tackling obesity was also a priority at county level and a comprehensive health education training programme was being rolled out. The Children and Young People's Plan at Worcestershire County Council had also picked up this issue and were particularly concerned about the impact of obesity amongst deprived communities.

Councillor Potter was keen to reassure Members that she did not want the Task Group to duplicate the work already being carried out but for it to galvanise that work and bring all that was available together to ensure it was visible to those in most need of support.

Work that had been carried out by Birmingham City Council on this matter was highlighted and it was suggested that the programmes

# Overview and Scrutiny Committee

Tuesday, 22nd July, 2014

---

that they had put together could be useful to learn about as they had been carried out in a holistic and cost effective way. It was acknowledged that sporting activities and healthy eating could be expensive and that those most affected might not be able to afford some options.

Councillor Potter explained that she was keen to Chair the review. Councillor Swansborough also expressed an interest in participating in the exercise.

## Proposals for Change by Tudor Grange Academy

Councillor Witherspoon introduced this item and highlighted that Members should be aware of the significant public interest in the subject from the numerous emails that had been received from residents. She also informed Members that previous changes in education in the Borough had led to a reduction in the educational attainment of young people in Redditch and it had taken a long time to recover from this.

The Committee was informed that the governors of Tudor Grange Academy would consider the final draft of the proposed changes at a special meeting on 13th August and, if approved, these would go on to the Education Funding Agency on 15th August. It was therefore acknowledged that there was not a great deal of time for an investigation to be carried out. However, Councillor Witherspoon suggested that a short sharp review could be carried out to explore the implications of these proposed changes for the rest of the education system in the Borough and the role of the ward Councillor in supporting the local community in this context.

During discussion of this item the following areas were considered:

- The Council had no powers to intervene in the decision taken by Tudor Grange Academy.
- The changes could be put in place from September 2015.
- The impact the changes would have on the current school arrangements needed to be examined and whether due process in respect of the consultation had been followed, including whether all schools in the Borough had been involved in this process.
- The educational attainment for those young people living in deprived areas of the Borough.
- The Council and Committee had a community leadership role to play.
- The limited timescale available to investigate the matter effectively.



# Overview and Scrutiny Committee

Tuesday, 22nd July, 2014

---

(During the consideration of the scoping document containing the terms of reference for the Short, Sharp Review of Proposals for Change by Tudor Grange Academy Councillor Potter declared an other disclosable interest in respect of this item as a member of the board of governors at Tudor Grange Academy. She left the room and did not take part in discussions of the matter.

Councillor David Bush also declared an other disclosable interest in respect of this scoping document as a member of the board of governors at Walkwood Middle School, part of the pyramid group that would be affected by the proposed changes by Tudor Grange Academy. He too left the meeting during consideration of this scoping document, did not take part in discussions of this matter and did not thereafter return to the meeting having submitted his apologies for the remainder of the meeting.

In the absence of the Chair of the Committee, as agreed under minute 12, Councillor Roger Bennett chaired the meeting whilst the Committee was considering the scoping document relating to the proposals for change by Tudor Grange Academy).

## **RESOLVED that**

- 1) the terms of reference for the proposed review of Provision of Support Networks for LGBT Task Group be considered at the meeting of the Committee on 2nd September 2014;**
- 2) the terms of reference for the proposed Task Group review of Obesity Levels be approved;**
- 3) Councillor Jane Potter be appointed to Chair the Obesity Levels Task Group;**
- 4) further nominations to the Obesity Levels Task Group be confirmed at the meeting of the Committee on 2nd September 2014;**
- 5) the terms of reference for the short sharp review of the proposals for change by Tudor Grange Academy be approved;**
- 6) Councillor Pat Witherspoon be appointed to Chair the short sharp review of the proposals for change by Tudor Grange Academy; and**

# Overview and Scrutiny Committee

Tuesday, 22nd July, 2014

---

7) further nominations to the short sharp review of the proposals for change by Tudor Grange Academy be confirmed at the meeting of the Committee on 2nd September 2014.

## 17. OVERVIEW AND SCRUTINY TRAINING SESSION TWO - FEEDBACK

Councillor Potter introduced this item and commented that she had been disappointed with the low attendance at the follow-up scrutiny training session on 2nd July.

There had been a list of subjects which had been put forward during the training and Members were asked if they wished to highlight anything in particular. It was confirmed that Councillor Potter had already identified a number of items that could potentially be included on the Committee's Work Programme from this list.

**RESOLVED that**

**the Overview and Scrutiny Training Event Report be noted.**

## 18. OVERVIEW AND SCRUTINY RECOMMENDATION TRACKER - FIRST QUARTER REPORT

Officers informed the Committee that the report detailed actions which had been taken in order to implement scrutiny recommendations in the first quarter of 2014/15. Appendix 1 referred to recommendations which had been implemented and Appendix 2 of the report referred to actions which were outstanding and for which Officers had requested progress reports. It was highlighted that in respect of the Market Task Group a detailed update report would be received by the Committee at its October meeting.

A number of Members commented that one of the Access for Disabled People Task Group's recommendations, regarding the equalities training organised for 24th July, clashed with a meeting which a large number of Councillors would be attending. It was therefore requested that this be cancelled and rescheduled for a more convenient later date.

Councillor Potter commented that she felt the way in which the tracker was designed was both repetitive and difficult to understand. Following discussion Officers were asked to investigate alternative formats for the Committee's consideration.

# Overview and Scrutiny Committee

Tuesday, 22nd July, 2014

---

**RESOLVED that**

- 1) **Officers investigate revising the format of the Quarterly Recommendation Tracker with a view to simplifying the report;**
- 2) **Officers make arrangements for the equalities training planned for 24th July to be cancelled and rescheduled at a later date; and**
- 3) **the report be noted.**

**19. EXECUTIVE COMMITTEE MINUTES AND SCRUTINY OF THE EXECUTIVE COMMITTEE'S WORK PROGRAMME**

Officers confirmed that the Executive Committee had considered the Abbey Stadium Task Group's final report as detailed in the minutes. They had accepted four of the recommendations, subject to slight re-wording, and had deferred making decisions on recommendations three and four in respect of therapeutic services and a sauna/steam room as they wished to look at the trust option for managing leisure services in further detail before making a decision on these areas.

Councillor Mason informed the Committee that neither he nor Councillor Gandy were happy with the fact that the Executive Committee had deferred making a decision in respect of these recommendations and were concerned that there was the possibility that these recommendations could get lost and no final decision would be made in the future. Following discussions the Committee agreed that a revised wording of the recommendations should be submitted to the Executive Committee for further consideration which it was hoped would address the Executive Committee's concerns.

**RECOMMENDED that**

**When exploring the option for Council leisure facilities to be managed by a trust the potential for the following facilities to be introduced at the Abbey Stadium should be investigated further, in both cases taking into account whether these options would be economically viable:**

- a) **therapeutic services**
- b) **a sauna/steam room**

**RESOLVED that**

**the minutes of the Executive Committee held on 24th June and the latest edition of the Executive Committee's Work Programme be noted.**

## **20. OVERVIEW AND SCRUTINY WORK PROGRAMME**

Members discussed whether it would be prudent to include an item on the Work Programme in respect of any policy which arose from the Community Infrastructure Levy as it had generated a great deal of debate earlier in the meeting. Officers confirmed that the Committee could pre-scrutinise any new draft policy if they so wished. However, it was highlighted that the Council's Planning Advisory Panel, to which all Members were invited, would be involved in any policy development and that this was a more appropriate route to follow if Members wished to be part of the decision making process.

**RESOLVED that**

**the Overview and Scrutiny Committee's Work Programme be noted.**

## **21. TASK GROUPS - PROGRESS REPORTS**

Football Task Group – Chair, Councillor David Bush

As Councillor Bush had left the meeting Councillor Potter provided an update on his behalf. It was understood that the Redditch Football Stakeholders Group were carrying out a piece of work similar to that of the Task Group and therefore Members had agreed to hold a meeting, which was due to take place on 6th August, to discuss whether to continue with their investigations. In particular, Members were mindful that they did not wish the Task Group to duplicate any work being carried out by the Stakeholders Group.

**RESOLVED that**

**the update be noted.**

## **22. HEALTH OVERVIEW AND SCRUTINY COMMITTEE**

Councillor Pat Witherspoon, as the Council's representative on the Health Overview and Scrutiny Committee (HOSC), provided an update from the most recent meeting. The main areas of interest had included information on the outbreaks of the Winter norovirus which had been lower than previous years and "Winter Schemes".

# Overview and Scrutiny Committee

Tuesday, 22nd July, 2014

---

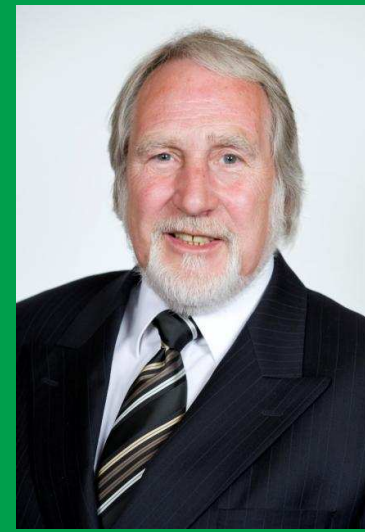
The information in relation to this had been gathered from one day's observation in January 2014 which had been classed as satisfactory. The aim of the Winter Schemes was to improve patient flow in hospital and the HOSC had questioned how this could be based on an accurate assessment from such a limited observation.

There had been lengthy debate and criticism around the report writing and the use of what was judged to be an excessive amount of jargon and acronyms. The areas discussed had included:

- The five health hubs and the impact on the Clinical Commissioning Groups.
- The frailty unit at the Worcester Royal Hospital.
- The future of the acute hospitals including the need for capacity to be in place and the centralising of paediatrics in Worcester and maternity services to be midwife-led.
- A pilot scheme of "clinical navigation" to be trialled, whereby the reception would sign post patients to either a doctor, nurse or emergency services.

The Meeting commenced at 7.00 pm  
and closed at 9.00 pm





# Appendix 1 Voluntary and Community Sector Task Group

Councillor Pat Witherspoon, Chair,  
Councillor Andrew Brazier and Roger  
Hill

July 2014



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

# Introduction

First of all - Please could we take questions at the end!

- The review was launched in October 2013.
- You have our report attached. Anything recorded in the report was based on the evidence we were provided with during the review.
- A key aim of the review was to assess the Council's grants process to ensure that it was transparent and value for money.
- The work of the Third Sector Task and Finish Group was taken into account to help minimise the potential for duplication.
- Members gathered evidence in a variety of ways.
- This included interviews with Council Officers, the relevant Portfolio Holder and the Chair of the Grants Panel.
- We reviewed appropriate documentation both from Redditch and external sources.
- We also consulted with leading, local representatives of the Voluntary and Community Sector...

REDDITCH BOROUGH COUNCIL

making  
difference

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



# Consultation

We were keen to consult with representatives of a range of Voluntary and Community Sector Groups. We visited two bodies, BARN and the Sandycroft Wellbeing Centre, which were selected due to their extensive links to other Voluntary and Community Sector Groups...



# Consultation Findings

...and we also issued a survey which was designed to obtain feedback from a greater number of Voluntary and Community Sector groups.

The key findings of this consultation were:

- Alternative sources of funding can be obtained by groups from a range of funding providers including the national lottery and other public sector organisations.
- A number of groups have been or will be affected by the removal of Worcestershire County Council's Supporting People and Future Lives funding.
- Some groups rely on Redditch Borough Council for funding, including a small number of groups that were found to be reliant on Council funding by the Third Sector Task and Finish Group in 2008.
- The Council provides other forms of support to the sector in addition to grants, such as concessionary rents on Council properties.

REDDITCH BOROUGH COUNCIL

making  
a  
difference

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

## Recommendation 1 (a – d) Changes to the Grants Programme

Current arrangements	The group's proposals
Meetings of the Grants Panel take place throughout the year and recommendations are reported to the Executive Committee in early spring, (usually in March).	The Grants Panel's recommendations should be reported to the Executive Committee earlier in the calendar year to enable groups to plan more effectively for the new financial year. We found that in some cases groups were not taking on new clients in the first few months of the calendar year because they couldn't guarantee they would have the funding needed.
Applications for funding are scored by the Grants Panel in line with a particular scoring criteria. The location in which the applicant is based and whether clients living outside the Borough will benefit from the project is not considered as part of the scoring process.	The Grants Panel should take into account in future both the locations where the applicant is based and where the project will be delivered as part of the scoring process. Every attempt should be made to prioritise funding for Redditch based groups that deliver services to Redditch residents.
The template for the application form for project grants is based on the version used by Worcestershire County Council as proposed by the Third Sector Task and Finish Group in 2008.	Whilst recognising that Officers do provide guidance to groups that are struggling to complete their applications we feel that the form could be simplified to encourage a greater number and range of eligible groups to apply for funding.
Informal notes are taken at meetings of the Grants Panel.	Formal minutes in future should be taken during these meetings to ensure that the process remains robust and accountable. Any declarations of interest should also be reported to the Executive Committee.

## Recommendation 2: Members of the Grants Panel

Current arrangement	The group's proposals
<p>Member training – We have received conflicting information on this point. Early in the review they were advised that informal, on-the-job training is provided. At the end of the review Members were informed that formal training is offered. However, the training does not currently form part of the formal Member Development programme.</p>	<p>However, formal training should be consistently provided to members of the Grants Panel. This should form part of the Council's corporate Member Development programme.</p>
<p>Officers visit groups in receipt of grant funding as part of the monitoring process. Members of the Grants Panel have been encouraged to visit groups in the past but this has not happened consistently.</p>	<p>Wherever possible members of the Grants Panel should visit groups in receipt of funding as part of the monitoring process. These visits should take place prior to groups receiving their second instalment of grant funding.</p>

**Recommendation 3: The implications of the Local Government Transparency Code 2014 should be considered by Officers to ensure that the Council's grants process is amended as and when required. Officers should ensure that any changes that are made to the process in response to these requirements take account of local needs**

- The Local Government Transparency Code 2014 details key points with implications for Council grants programmes.
- It is designed to enable greater transparency within local government.
- This will require Officers to publish detailed information in future years about grants awarded to Voluntary, Community and Social Enterprise organisations. Greater detail will need to be provided than has been published in previous years.
- Relevant Officers have been provided with a copy of the code.
- These requirements should also be communicated to Voluntary, Community and Social Enterprise organisations so that they understand the reasons why this amount of information needs to be published.

**Recommendation 4: The Council should employ an apprentice to support the work of the Grants Officer. Consideration should be given to sharing this apprentice with a Voluntary and Community Sector organisation.**

We believe that there would be a number of benefits to employing an apprentice to support the Grants Officer potentially in partnership with a Voluntary or Community Sector group:

- The apprentice could provide office cover and ensure a consistent point of contact is available in the Grants Officer's absence.
- The apprentice could gain work experience in both local government and the Voluntary and Community Sector.
- The apprentice could gain useful transferable skills from working in both the Public and Voluntary and Community Sector.
- The apprentice could help to maintain positive working relationships between the Council and Voluntary and Community Sector organisations and address any potential areas for misunderstanding.

**Recommendation 5: The *Framework Agreement for the Provision of Debt and Budgeting Advice to be Delivered Within the Locality areas in Redditch* should continue to be supported by the Council for the foreseeable future.**

- The framework has already been developed and agreed.
- It has particular relevance to supporting residents who require help managing their finances and debts.
- The support provided in line with the framework could help some of the most vulnerable residents living in Redditch.
- The framework is also important to the Council as it links directly to some of our strategic purposes.
- The group is keen to ensure that the Executive Committee commits to supporting this framework for the foreseeable future.

## Recommendation 6: Informal Officer Working Group

Current arrangements	The group's proposals
There are numerous Council services that work with a variety of Voluntary and Community Sector groups as well as volunteers as detailed in the group's final report.	An informal officer working group should be established to provide officers with a chance to communicate about the work they are doing.
There is a section of the Council's intranet dedicated to grants . No information is listed in this area at the moment.	This section of the intranet could be developed further and used by Officers to share information about the work services are doing.



## Recommendations 7 and 8: Staff Volunteering Policy and Staff Award for Volunteering

- There has been a Staff Volunteering Policy since 2011.
- Staff can ask to volunteer 16 hours of working time per year. (Approval is required from their manager).
- To date only five employees have volunteered in line with the policy.
- Feedback from staff (and their managers) has been positive.
- The policy is due to be refreshed and this could provide a useful opportunity to promote volunteering.
- We feel that a taster list of volunteering opportunities could be promoted on the “briefcase” section of the intranet.
- We are suggesting that the list should be linked to the Council’s strategic purposes.
- The group also believes that a staff award recognising the work of staff who volunteer would help to promote this policy to staff and demonstrate the Council’s commitment to volunteering.

**Recommendation 9: The Council should work with local businesses and Voluntary and Community Sector organisations to introduce a “Redditch Hour” on twitter and other social networks.**

- Many towns and cities in the country that have developed recognised “hours” on social media.
- This includes Worcester, Droitwich Spa and Malvern in Worcestershire.
- These hours provide Voluntary and Community Sector organisations, businesses and public sector bodies with a local networking platform.
- There is currently no “Redditch hour” on social media.
- Council Officers have indicated that introducing a “Redditch Hour” could be a positive development for Redditch, including for the Voluntary and Community Sector.
- The Council could help by supporting the launch of the Redditch Hour and helping to promote it at the local level.



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

## Recommendation 10: Voluntary Sector Event

- A number of the witnesses interviewed during the review were enthusiastic about the possibility of an event to help them:
  - network with other groups;
  - promote their services to potential customers; and
  - promote volunteering opportunities to potential volunteers.
- This could be linked to existing events.
- The Council could support the event for example by acting as host or helping with promotions.

Any questions?



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

# Community Infrastructure Levy

ONS

22/07/14



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

# What is the Community Infrastructure Levy (CIL)?

- A levy that local authorities can choose to charge on new developments in their area. A charge per square metre of floor space towards the provision of infrastructure
- A contribution or infrastructure / land in kind towards infrastructure needed to support development of the area
- Came into force on 6th April 2010 through the Community Infrastructure Levy Regulations 2010 (as amended)
- There have been CIL Regulation Amendments in 2011, 2012, 2013 and 2014. Latest guidance on CIL published on 12th June 2014

# What is CIL for?

- To help pay for infrastructure needed to support new development
- *But not to remedy existing deficiencies unless the new scheme will make it worse*
- Councils must spend the income on infrastructure (and that can change over time)

# Why set a CIL?

- Money for infrastructure through charging nearly all new development -a little from almost everyone (so fairer)
- There is a lack of government or other sources of funding available
- It is set out in a schedule based on evidence (so more transparent)
- Provide developers with more certainty
- From April 2015 we will only be able to pool S106 on a v. limited basis so would be at risk of significantly reducing income from developer contributions
- Gives communities the flexibility to spend their share of the levy on local infrastructure priorities



# Benefits of the Levy?

- Can collect from a wider number of developments, which could see a big uplift in income
- Delivers additional funding for infrastructure projects that support growth and benefit the local community
- Gives flexibility and freedom to set our own priorities for what the money should be spent on
- Provides developers with more certainty 'up front' about how much money they will be expected to contribute, which in turn encourages greater confidence and higher levels in inward investment
- CIL could be used as leverage to match fund projects

# Community Benefits of the Levy?

- Ensures greater transparency for local people, because they will be able to understand how new development is contributing to their community
- Enables us to allocate 15% of levy to Feckenham PC when development has taken place within that area.
- Where there is no PC or neighbourhood plan
  - Enables us to allocate 15% of levy across Redditch to the area where development has taken place.

# Community share of CIL

<p>Parish council ✓ Neighbourhood Plan ✓</p> <p>= 25% uncapped, paid to Parish</p>	<p>Parish council ✓ Neighbourhood Plan X</p> <p>= 15% capped at £100 / dwelling, paid to Parish</p>
<p>Parish council X Neighbourhood Plan ✓</p> <p>= 25% uncapped, local authority consults with community</p>	<p>Parish council X Neighbourhood Plan X</p> <p>= 15% capped at £100 / dwelling, local authority consults with community</p>

# Charging CIL – some basics

- £ per square metre on net additional (internal) floorspace
- Rates can vary by geographic area, use or scale (or all of these)
- Due when the development starts
- It is index linked
- The landowner is responsible for paying it
- The local planning authority is the charging authority (& sets the CIL)

# When does it apply?

- To all development that involves ‘buildings that people normally go into’
- Development over 100sqm gross internal floorspace
- A single dwelling (even under 100sqm) (but not subdivisions of dwellings)
- Includes permitted development (it doesn't have to follow a planning permission)
- Once set, you can't pick and choose which developments to charge

# CIL v Section 106

- Government is scaling back S106 and it's limited by Reg 122 to:
  - Necessary to make development acceptable in planning terms
  - Directly related to the development
  - Fairly and reasonably related in sale and kind to the development
- Limiting of pooling S106 contributions from April 2015
- S106 may be more appropriate for some types of infrastructure
- Preventing double charging
- S106 – designed to mitigate the direct impact of specific developments

# Setting the CIL Rate

We must strike an appropriate balance between:

- Meeting all or part of the infrastructure funding gap

and

- The impact of CIL upon the economic viability of development across the Borough

# What you need to set a CIL?

- Up to date local plan
- Total cost of infrastructure
- Evidence on infrastructure funding gap
- Other possible sources of funding
- Up to date list of infrastructure projects
- Evidence on viability – proportionate, focus on key sites / types of sites (resi, commercial, retail)
- Statement detailing any known site specific matters which S106 contributions will be sought
- S106 information about the amount of funding collected in recent years
- Data from local developers – land values, if possible
- Extra viability work if considering differential rates
- State-aid compliant if differential rates set



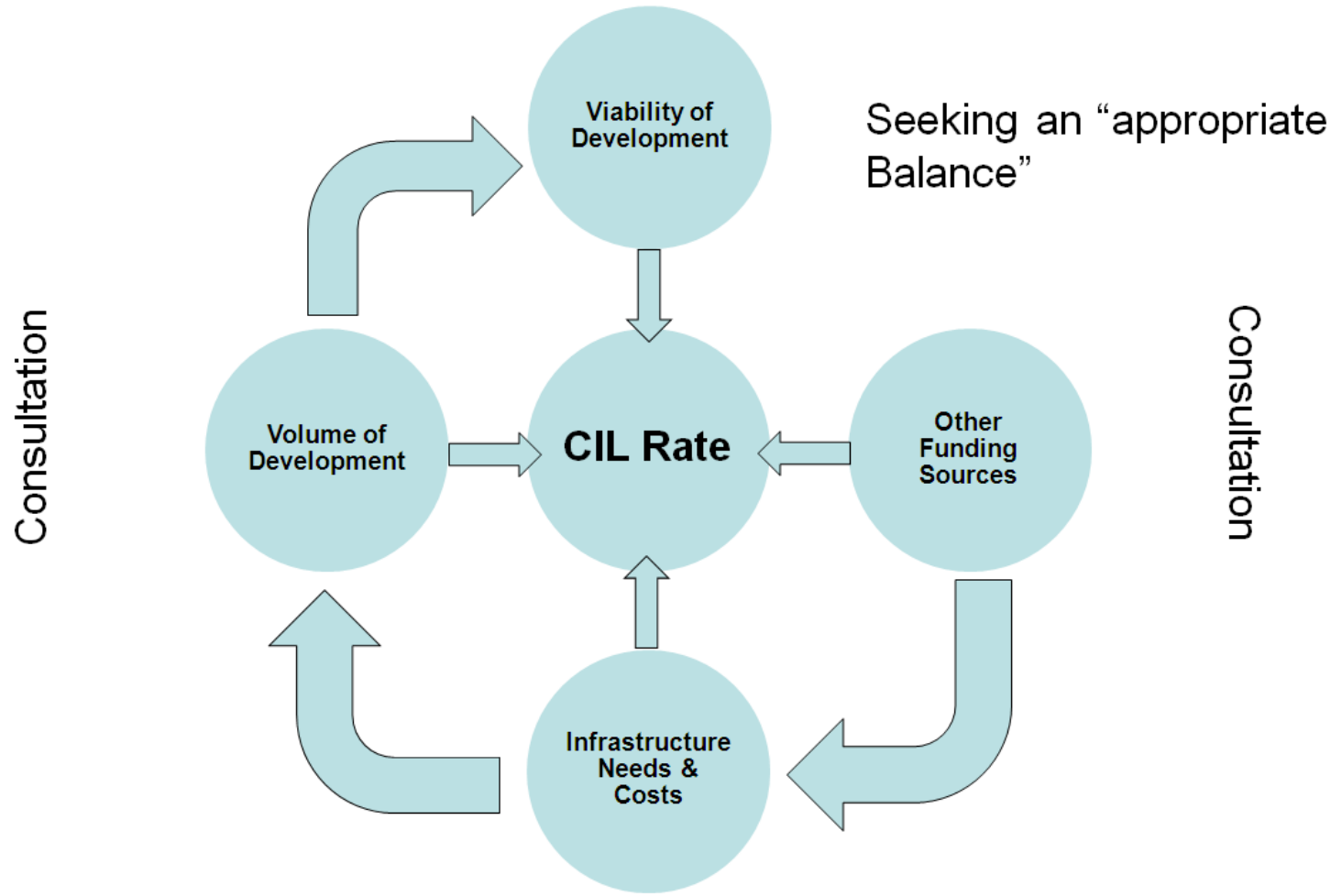
# Administrative costs?

- We can use funds from the levy to recover administration costs
- Can spend up to 5% of total levy receipts
- Administration expenses can cover levy set-up costs - including consultation, preparing viability evidence, examination,
- Can cover on-going expenses - establishing and running billing and payments systems, enforcing the levy, legal cost, monitoring and reporting.
- Allows a 'rolling cap' on admin expenses to help with initial set up costs

# Examination – what’s tested?

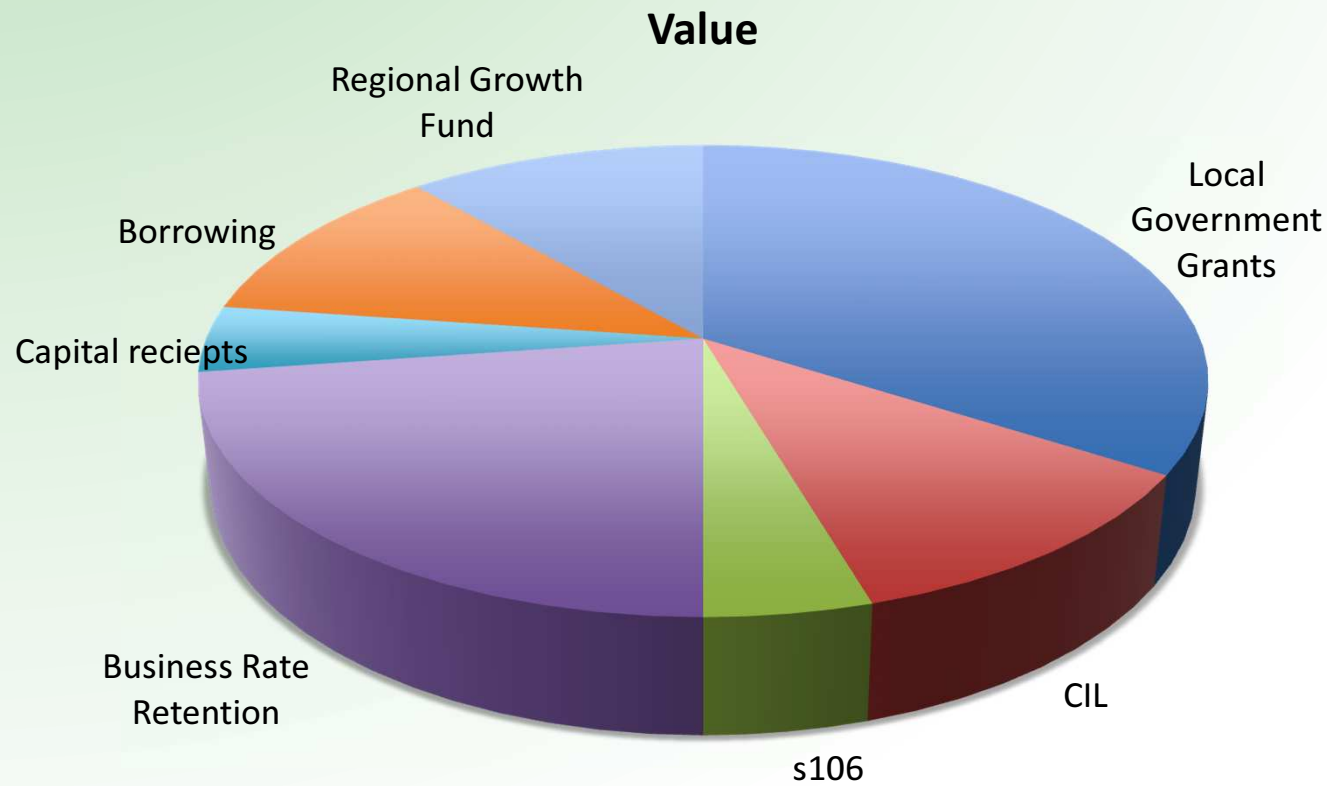
- Can have a ‘joint’ examination
- May have a pre-hearing meeting
- Relationship between CIL, S106, other sources of funding and the Regulation 123 list
- Relationship between Local Plan Infrastructure and CIL Infrastructure
- Proportion of CIL for neighbourhoods
- The Inspector can recommend Approval, Approval subject to modifications or Rejection

# Considerations for setting CIL

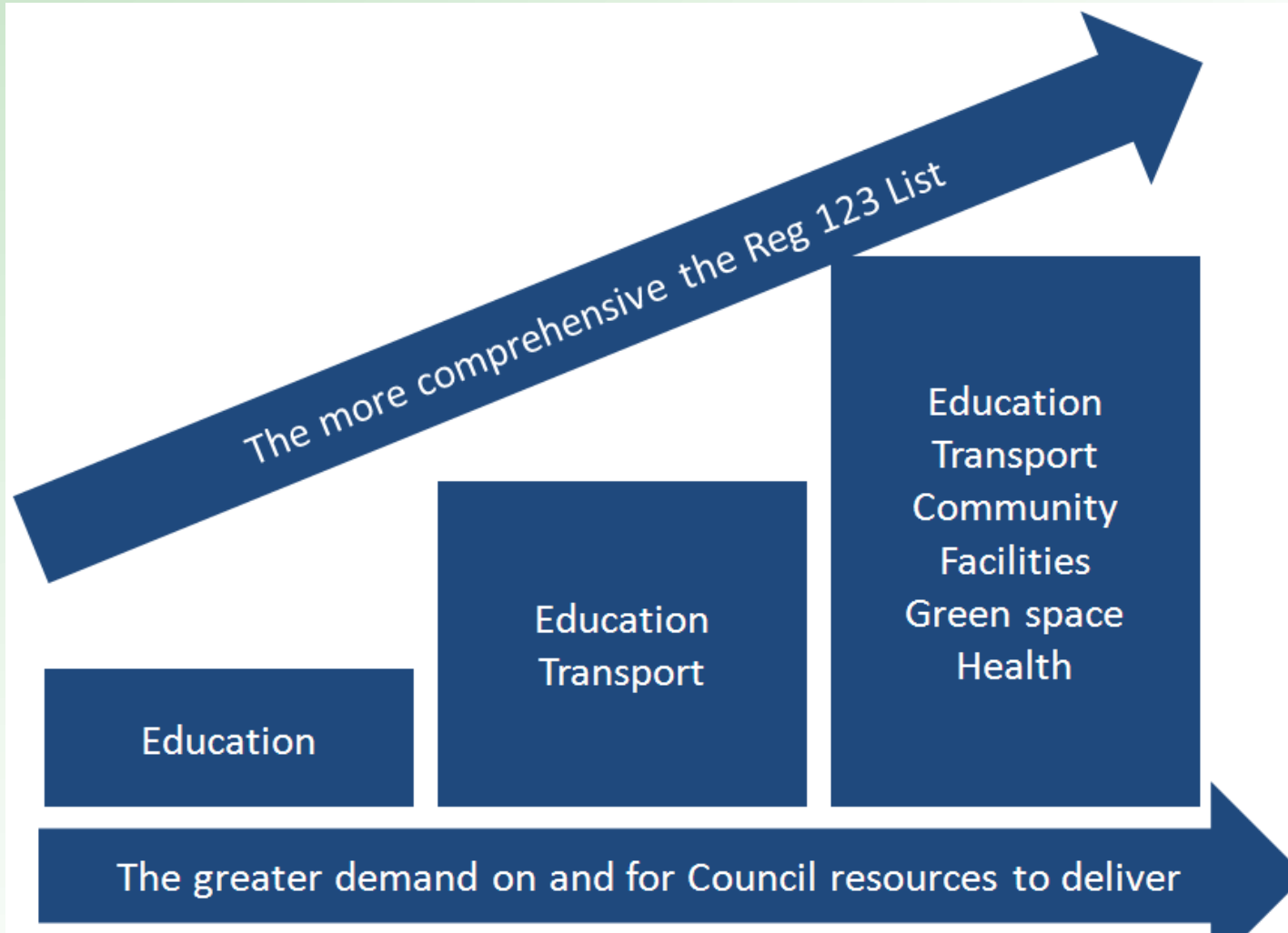


# The Funding Pie

CIL cannot be expected to pay for all of the infrastructure required  
CIL = 5-10%



# Implications for RBC Resources



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

# Moving forward with CIL for Redditch

- Next steps – Working with members on the Preliminary Draft Charging Schedule

Local Plan No.4
Examination <b>June / September 2014</b>
Adoption <b>December 2014</b>

Proposed CIL
Preliminary Draft Charging Schedule Consultation <b>September 2014</b>
Draft Charging Schedule Consultation <b>September 2015</b>
Examination <b>January 2016</b>



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