



Overview and Scrutiny Committee

Thu 1 Jun
2017
7.00 pm

Committee Room Three
Town Hall
Redditch

REDDITCH BOROUGH COUNCIL

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**If you have any queries on this Agenda please contact
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Overview and Scrutiny

Thursday, 1st June, 2017

7.00 pm

Committee Room 3 Town Hall

Agenda

Membership:

Cllrs:	Tom Baker-Price (Chair)	Gay Hopkins
	Jane Potter (Vice- Chair)	Paul Swansborough
	Matthew Dormer	Jennifer Wheeler
	Andrew Fry	Nina Wood-Ford
	Pattie Hill	

1. Apologies and named substitutes
2. Declarations of interest and of Party Whip

To invite Councillors to declare any Disclosable Pecuniary Interests or Other Disclosable Interests they may have in items on the agenda, and to confirm the nature of those interests, and any Party Whip.
3. Minutes of the meeting of the Overview and Scrutiny Committee held on 28th March 2018 (Pages 1 - 12)
4. Redditch Local Strategic Partnership - Monitoring Update Report (Pages 13 - 18)
5. Engagement Strategy - Pre-Scrutiny (To Follow)
6. Performance Scrutiny - Response from Bromsgrove District Council (Pages 19 - 24)
7. Overview and Scrutiny Recommendations - Monitoring Update Report (Pages 25 - 36)
8. Executive Committee Minutes and Scrutiny of the Executive Committee's Work Programme (Pages 37 - 62)
9. Overview and Scrutiny Work Programme (Pages 63 - 66)
10. Working Groups - Update Reports
 - a) Budget Scrutiny Working Group
 - b) Performance Scrutiny Working Group

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11. Task Groups - Progress Reports

- a) Homelessness Short, Sharp Review
- b) Staff Survey Joint Scrutiny

12. Health Overview and Scrutiny Committee - Verbal Update (Councillor Wood-Ford)

13. West Midlands Combined Authority Overview and Scrutiny Committee - Verbal Update



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MINUTES

Present:

Councillor Jane Potter (Chair), Councillor Gay Hopkins (Vice-Chair) and Councillors Joe Baker, Tom Baker-Price, Matthew Dormer, Andrew Fry, Paul Swansborough, Jennifer Wheeler and Nina Wood-Ford

Officers:

Sue Hanley

Democratic Services Officers:

J Bayley and A Scarce

79. APOLOGIES AND NAMED SUBSTITUTES

There were no apologies for absence. Councillor Swansborough asked for it to be noted that he needed to leave the meeting at 8.00 pm.

80. DECLARATIONS OF INTEREST AND OF PARTY WHIP

There were no declarations of interest nor of any party whip.

81. MINUTES

RESOLVED that

the minutes of the meeting held on 14th February 2017 be confirmed as a correct record and signed by the Chair.

82. 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 presentation on the findings of the Group and its recommendations. This included information in respect of the background to the setting up of the Task Group and how it linked to the Council's Strategic Purposes. As it was such a broad subject it had been agreed that the group would concentrate

.....
Chair

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on services for children and young people. Information was provided in respect of those at higher risk of mental health and wellbeing problems together with details of the situation in Redditch. Councillor Wood-Ford also highlighted that there were a number of changes which were underway including actions delivered in line with the Worcestershire Transformation Plan for Children and Young People's Mental Health and Wellbeing, the West Midlands Combined Authority Mental Health Commission's Thrive West Midlands Action Plan and the Suicide Prevention Plan for Redditch.

Councillor Wood-Ford explained that the group had put forward seven recommendations which were designed to help young people and the people who worked with them. All these proposals were based on the evidence gathered and had unanimous, cross-party consensus. Whilst the group were aware that recommendations to partner organisations did not have to be accepted, it was hoped that they would be supported. Details of each recommendation were then given together with the thinking behind them and brief details of the supporting evidence.

Following the presentation Members thanked the group for their detailed and comprehensive report. A number of points were made in respect of the Transformation Plan and the work that it contained, due to concerns that this would be expensive and questions were raised as to whether funding for this was available. Officers confirmed that the plan was already in place and was being delivered on a rolling basis; a number of the actions had been carried out, some were on going and a number remained to be addressed. The plan had also been refreshed in recent months.

Members subsequently discussed a number of areas of the report in more detail, including the following:

- The work of the Child and Adolescent Mental Health Services (CAMHS) team and the allocation process for their services.
- Difficulties in engaging with young people.
- It was confirmed that although the group had sent a questionnaire to all local schools only four had responded.
- The data that had been considered by the group. Officers agreed to provide Members with the data from the Redditch Health Profile for 2016 and the Redditch Health and Wellbeing Profile for 2013 for information.
- The group agreed that there was some very good work going on and that mental health was an issue which was now openly spoken about. This had helped raise the profile of mental ill health and the need for support.

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- The need for support and training to be made available for those who had contact with the young people at an early stage, for example within schools.
- It was confirmed that the funding available took into account population per clinical commissioning group area.

Following the discussions Officers highlighted a number of points which had been raised by external witnesses once the report had been published within the agenda. In respect of Recommendation 2 the Change Champion referred to for the Connecting Families Team it had been suggested it would be helpful to clarify whether this arrangement should be for Redditch only, as it was acknowledged that there were different Connecting Families teams across the county. In respect of Recommendation 3 the group have been advised that a different department at Worcestershire County Council organised Youth Mental Health First Aid Training and it was therefore suggested that the words "Public Health Department" be removed from the wording. The Committee were also asked to note that the 50% cuts to Early Help this was to the Early Help provider in Redditch not to the whole of the Early Help which covered a range of difference services.

It was also confirmed that the recommendations 1, 2 and 3 were to external organisations, recommendations 4, 5, and 6 were to the Executive Committee and recommendation 7 was a resolved item for this Committee.

RECOMMENDED to the Emotional Wellbeing and CAMHS Partnership Board that

- 1) **Child and Adolescent Mental Health Services (CAMHS) should not withdraw services from young people who fail to engage during their appointments; and**
- 2) **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.**

RECOMMENDED to Worcestershire County Council that

- 3) **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.**

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RECOMMENDED to the Executive Committee that

- 4) **The Leader of the Council should 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;**
- 5) **a new theme should be added to the Council's grants programme which is dedicated to projects which help people experiencing mental health and wellbeing problems; and**
- 6) **Senior officers, following consultation with the Portfolio Holders for Corporate Management and Housing respectively, should 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.

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

The outcomes of this work should be reported for the consideration of the Executive Committee.

RESOLVED that

the Mental Health Services for Young People Task Group reconvenes 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**

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c) the Suicide Prevention Plan for Redditch.

83. TASK GROUP REVIEWS - DRAFT SCOPING DOCUMENTS

The Chair invited Councillor Joe Baker to present a scoping document detailing the draft terms of reference for a proposed review of homelessness in the Borough.

Councillor Baker explained that there appeared to have been an increase in the number of homeless people on the streets of Redditch. This had led to an increase in the number of residents raising their own concerns with him. He suggested it would be appropriate to hold a scrutiny Task Group into the issue to look at all aspects of it, as there were a variety of causes and it was important to ensure that preventative work was being carried out. Councillor Baker believed that there were a lot of myths around the problems homeless people caused and he suggested that recent publicity which had been issued on this subject locally was not helpful. A review would provide an opportunity to get a clear view of the support available and preventative work that was carried out by both the Council and other agencies.

It was highlighted that the Council had carried out an investigation into Homelessness in 2006 and that Bromsgrove District Council had more recently investigated the issue in 2016. Whilst it was acknowledged that Bromsgrove District Council's report would be useful background information, Councillor Baker commented that the demographics were different so this would not be a sufficient reason for this Committee not to carry out a review. He also suggested that enough time had passed since the previous review of this subject in Redditch to ensure that a fresh investigation of homelessness would not result in duplication.

The Committee subsequently discussed the recent work of the Redditch Town Centre Partnership in respect of homelessness. Members noted that a local church was carrying out work to support a number of homeless people. It was suggested that there was a need to get a balance between those that chose to make this a lifestyle choice and those that found they were homeless and wanted support to change their circumstances. A review would help to provide a clearer picture of the whole situation and to ensure that work was not being duplicated.

Members discussed and raised some concerns that whilst this was an important issue worthy of scrutiny it was also complicated and wide reaching. Questions were raised as to whether the scoping document was too broad to allow for successful scrutiny to be

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carried out. There were also a number of legislative changes in respect of homelessness due to be implemented later in the year which would impact on the situation and it was suggested that it might be more appropriate to carry out the investigation once these had been implemented. Whilst this was accepted Members believed that as it was a current issue time was of the essence and carrying out a review would show that the Council was listening to residents and taking action to resolve the situation. The option of a Short Sharp Review being carried out over a three month period with the potential for further work to be carried out following an interim report was also discussed.

The extent to which homelessness was a major issue within Redditch was debated and whilst it was agreed that it was not a major problem a review of the subject was still considered to be valid. In respect of the recent publicity from the Council Officers explained that this had been a multi- agency approach to raise the profile of a particular group who had heightened media attention and to deal with enquiries received in respect of that situation.

Anecdotal evidence was discussed by Members in relation to various groups around the Borough who supported the homeless and those in situations which might lead to it. Concerns were also raised as to the impact of benefit changes.

Following further discussions and agreement that any work carried out in respect of the review would commence in the new municipal year it was

RESOLVED that

- 1) a Short Sharp Review in respect of Homelessness be launched in line with the scoping document; and**
- 2) Councillor Joe Baker be appointed as Chair of the above Short Sharp Review.**

84. CRIME AND DISORDER SCRUTINY PANEL - CHAIR'S UPDATE

Councillor Matthew Dormer, Chair of the Crime and Disorder Scrutiny Panel, provided an update on the Panel meeting which had been held on 22nd March 2017. He advised that Officers had provided a comprehensive update of the work of the North Worcestershire Community Safety Partnership including details of grant funding available and specific projects which were being undertaken. Data was also provided in respect of a number of areas which were broken down to cover the three Councils within

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the Partnership; Redditch Borough, Bromsgrove District and Wyre Forest District.

It had been highlighted that shop lifting within Redditch was particularly prevalent and this was being addressed by a special project. In addition funding of £10,000 had been identified to tackle anti-social behaviour, which would be available to use where needed.

85. **WORKING GROUPS - UPDATE REPORTS AND ANNUAL REVIEW**

Budget Scrutiny Working Group – Chair, Councillor Jane Potter

Councillor Potter noted that, as agreed by the Committee in June 2016, a review needed to be carried out to establish whether the working group's activities had been useful and if it should continue to exist. Members discussed the group's activities during the year and agreed that it had been helpful and had provided Members with a better understanding of the working of the Council, in particular the impact of the difficult financial times ahead and how these would be faced in the future. For these reasons there was general consensus that the group should continue to exist in 2017/18.

Details of the work the group had carried out at its latest meeting were discussed and it was noted that this had included investigating the work of the Place Partnership. Members were advised that at a future meeting the group was intending to investigate the Council's contract procedure rules further.

Performance Scrutiny Working Group – Chair, Councillor Tom Baker-Price

Councillor Baker-Price advised Members that there were a number of recommendations in respect of the work of this group within the additional papers. At its last meeting the group had discussed its activities during the year. There had been general agreement that the group could work more productively in the coming year by bringing its work in line with the work of the Council. The Group therefore proposed to primarily focus on the Council Plan and the measures arising from that plan in 2017/18.

RESOLVED that

- 1) the Budget Scrutiny Working Group should continue to exist in 2017/18 and in future years;**

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- 2) the Performance Scrutiny Working Group continue to exist in 2017/18 and in future years;
- 3) a member of the Performance Scrutiny Working Group sit on the Budget Scrutiny Working Group, subject to its continuing existence, to help reduce the potential for duplication in the activities of the two groups;
- 4) in 2017/18 the Performance Scrutiny Working Group should primarily focus on the Council Plan and the measures arising from that plan, when selecting items for scrutiny;
- 5) subject to the agreement of Bromsgrove District Council's Overview and Scrutiny Board, in 2017/18 informal meetings should be arranged between the Performance Scrutiny Working Group and Bromsgrove District Council's Measures Dashboard (scrutiny) Working Group to share ideas and understanding of best practice in performance scrutiny; and
- 6) subject to the agreement of Bromsgrove District Council's Overview and Scrutiny Board, where both the Performance Scrutiny Working Group and the Measures Dashboard Working Group identify the same item from the dashboard as being suitable for further investigation this should be reviewed at a joint scrutiny meeting.

86. OVERVIEW AND SCRUTINY ANNUAL REPORT 2016/17

The Chair introduced the Committee's Annual Report and said she felt the Committee had had another successful year. In particular the activities of the two Working Groups had been proved extremely useful. Throughout the year the Committee had received a number of presentations and reports including on such topics as the Herefordshire and Worcestershire Sustainability and Transformation Plan and Employment Opportunities for People with Disabilities. The Committee had also commenced its first piece of joint scrutiny work with Bromsgrove District Council in response to the Staff Survey and it was hoped that joint working would continue between the two Councils in the future where appropriate.

The Joint Increasing Physical Activity Task Group, hosted by Worcestershire County Council, had been completed at the start of the year followed by the Committee's own Mental Health Services for Young People Task Group in March 2017. Progress on all the recommendations from the Committee's work had, as usual, been

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monitored through the Recommendation Tracker and the Crime and Disorder Panel had received an update on the work of the North Worcestershire Crime and Disorder Partnership. Regular updates had also been received by the Committee from the Council's representatives on both the West Midlands Combined Authority Scrutiny Committee and the Worcestershire County Council Health Overview and Scrutiny Committee.

The Chair highlighted the work of the Provision of Support Networks for the LGB&T Community Task Group and the community awards received by Members and Officers in recognition of this work. Members noted that this had been a much appreciated and well received report and had made a real difference to the community. The Committee also acknowledged that it had been a privilege to receive nominations for these awards from the local Redditch LGB&T Community Group and for a representative of Stonewall to attend a meeting of Council to help present the awards.

Members were given an opportunity to comment on the report and Councillor Gay Hopkins suggested that an update be provided on the work of the Improving Disabled People's Access to Redditch's Taxi Fleet Short, Sharp Review. It was agreed that this would be included within the Annual Report.

Following consideration of the Annual Report the Chair invited Councillor Jenny Wheeler, the Council's representative on the West Midlands Combined Authority's (WMCA) Overview and Scrutiny Committee, to provide a brief update of its work for inclusion in the annual report. As part of this Councillor Wheeler provided background information in respect of the establishment of the WMCA Overview and Scrutiny Committee and the meetings which had been held over the year.

Councillor Wheeler also provided details about the Draft Order which would come into effect on 8th May 2017. This highlighted that the Chair must be an appropriate person and could not be of the same political party as the Mayor. It was noted that non-constituent members did not have an automatic vote but could be given one by resolution of the WMCA Board. Members were encouraged to lobby the Leader, who sat on the Board, to ensure that this vote was given to the non-constituent members.

In respect of the work of the WMCA Overview and Scrutiny Committee four "select" committees had been established to look at key areas. It was noted that following the Order coming into effect these would need to be renamed Task and Finish Groups. The areas covered by these groups were:

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- Mental Health (of which Councillor Wheeler was a member).
- Land
- Productivity
- Budget

The WMCA Overview and Scrutiny Committee hoped to create a database as a central resource of scrutiny work that had already been carried out by constituent and non-constituent members. This could help to limit duplication and could be a useful resource. A key future role of the WMCA Overview and Scrutiny Committee would be to hold the Mayor to account and this would be done at least twice a year with the potential to for the Mayor to attend further meetings if necessary.

Concerns had been raised around Local Enterprise Partnerships (LEPs) being actively involved with the WMCA Overview and Scrutiny Committee. Currently of the three LEPs in the area one had chosen not to appoint a representative to the Committee. There was one dedicated Scrutiny Officer (which was a requirement) who had been seconded for 15 months from Sandwell Metropolitan Borough Council for two days a week.

During consideration of the annual report the Chair referred Members to the Committee's previous discussions in respect of changing the day of the Committee to a Thursday in order to carry out more effective pre-scrutiny work. Officers confirmed that this would be feasible on all but two occasions; one where a presentation from an outside organisation had already been arranged and the other in respect of the budget setting process prior to consideration of the budget at full Council in February.

Members were asked to inform Officers of any further changes to the annual report prior to it being considered at Council on 24th April. The Chair concluded the item by thanking both Members and Officers for their hard work and commitment throughout the year.

RESOLVED that

- 1) **the Overview and Scrutiny Committee's meetings in 2017/18 take place on a Thursday evening with exception of the meetings due to take place in July 2017 and February 2018; and**

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- 2) subject to the amendments detailed in the preamble above the Overview and Scrutiny Committee's Annual Report 2016/17 be approved.

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

Officers highlighted that there were no Minutes on this occasion. The latest edition of the Executive Committee's Work Programme had been attached for Members' consideration to provide an opportunity for the Committee to identify any items considered suitable for pre-decision scrutiny.

RESOLVED that

the Executive Committee Work Programme 3rd April to 31st July 2017 be noted.

88. OVERVIEW AND SCRUTINY WORK PROGRAMME

Officers confirmed that the dates of future meetings would be updated in line with discussions held earlier in the meeting. As requested at the previous meeting the Engagement Strategy had been added to the Committee's Work Programme, however this had now been put back on the Executive Committee Work Programme and would therefore not be pre-scrutinised until the first meeting of the new municipal year. The item requested at the previous meeting in respect of Economic Development Strategy would be considered in December 2017.

89. TASK GROUPS - PROGRESS REPORTS

Staff Survey Joint Scrutiny Task Group – Vice Chair, Councillor Jane Potter

Councillor Potter explained that the group had requested sickness absence data at a meeting in February and after consideration of this had requested further information. The additional information was presented at the group's meeting on 22nd March by relevant Officers. Information had also been provided in respect of a new staff leave system which had been introduced, which had shown a gap in the data and concerns had been raised that sickness absence was not being reported correctly. Officers assured Members that this had been raised at Corporate Management level and Heads of Service had been tasked with ensuring that all responsible officers were updating the new system in a timely manner.

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It was explained that from the additional data the group had been able to see that in some areas where there appeared to be significant absences this was in fact due to long-term sickness and this could quite quickly have an adverse impact on data for a particular team. It was therefore important to look at the whole picture and not at one particular area in isolation.

The group had also discussed the potential for joint working in a number of ways and this was something which the group would give further consideration to at future meetings.

90. HEALTH OVERVIEW AND SCRUTINY COMMITTEE

Councillor Nina Wood-Ford, the Council's representative on the Worcestershire Health Overview and Scrutiny Committee (HOSC), advised that there had not been a meeting of the Committee since her last update. The Committee was due to meet the following week, on 5th April 2017.

The Meeting commenced at 7.00 pm
and closed at 8.52 pm

Redditch Sustainable Community Strategy – Overview and Scrutiny Monitoring Report – June 2017

Redditch Community Sustainable Strategy (SCS)

The Redditch Sustainable Community Strategy is the strategy produced by Redditch Partnership which sets out the strategic direction for Redditch and how partners can contribute to achieving a shared vision for the Borough. The current Redditch Sustainable Community Strategy (SCS) was pre-scrutinised in March 2011 with the final Strategy gaining approval by full Council on 28th March 2011. Originally the Strategy was in place for 3 years. A mini refresh of the SCS priorities was undertaken during 2015 with the outcome that a few minor changes were made to the priorities.

The current vision of the Strategy is:

‘Redditch will be successful and vibrant with communities that have access to good job opportunities, good education, good health and are communities that people will be proud to live and work in’.

The four current priorities of the SCS are:

Priority One	Health Inequalities	Focus is on following issues: smoking, alcohol, drugs; obesity / healthy lifestyles and mental health and wellbeing.
Priority Two	Education attainment, school readiness and raising aspirations of young people.	Focus is on three issues: improving literacy and numeracy; raising aspirations; and improve statistical levels of attainment particularly for Early Years and Key Stage 2.
Priority Three	The economy of Redditch with a focus on providing a larger and more diverse job offer.	Focus is on three broad issues: promotion of Redditch as a business location; jobs and worklessness; and fostering economic ambition in young people.
Priority Four	Lead on transformational change of services for citizens in Redditch	Focus is on leading and implementing the Connecting Families programme which is being piloted in Redditch.

Redditch Partnership

The SCS is overseen by a group of strategic partners working in Redditch (see structure diagram appended to this report). This group used to be known as the Redditch Partnership Board but since April 2014, the group has been slightly reconfigured and is now known as Redditch Partnership Executive Group (RPEG). The remit of the group has been extended so as well as looking at the priorities, the group also provides strategic direction to current partnership initiatives and programmes in Redditch such as Early Help, Stronger Families, Future Lives, Social Prescribing. The Group is chaired by Duncan Berry from the YMCA.

Sitting underneath this group are several other groups including the Redditch Community Wellbeing Trust (RCWT). This is a Thematic Group looking at issues regarding children and young people and also health issues. This group oversees the Redditch Health and Wellbeing Plan.

Other groups include the Redditch Economic Development Theme Group, and the Positive Activities Sub Group. Please see the appended structure chart which shows the groups linked into Redditch Partnership.

Redditch Partnership Executive Group (RPEG)

During the last three years, RPEG has taken a lead role in helping to shape the Connecting Families programme in Redditch. Connecting Families is a new way of working across health, social, early years and family care and is being piloted in Redditch before being rolled out across the County.

The Group actively monitors strategic commissioning, initiatives and programmes being implemented across the County and in Redditch with a view to influencing decision making where possible and ensuring co-ordination and minimisation of duplication.

In March 2017 RPEG held an away day with the purpose of refocussing its work. The key message to come out of the this away day was that RPEG should focus on one issue for a time limited period to make as big an impact on that issue as possible. The issue to focus on was not decided on but is subject to further discussion at the next RPEG meeting on Wednesday 24th May 2017.

Redditch Economic Development Theme Group (REDTG)

This Group is chaired by Elected Members and includes business reps, and officers from North Worcestershire Economic Development and Regeneration.

There is an Action Plan with four emerging priorities.

- Enterprising - nurturing existing businesses. Encouraging future entrepreneurs to start up their own business.
- Vibrant - enhancing the retail, leisure and residential offer within Redditch town centre. Improving the environment and urban fabric of the area.
- Confident - Positively promoting Redditch as a place to live, work, invest and visit and help to change perceptions of the area, encourage new inward investment into Redditch and positioning Redditch on the regional and national stage.
- Skilled - Improving the aspirations of our younger population, re-skilling and up-skilling our workforce to meet the future demands of employers, and creating a higher wage economy.

Redditch Community Wellbeing Trust (RCWT)

The RCWT holds meetings every two months. Meetings consist of items for information around health inequalities, children and young people and older people and also an element of identifying needs and actions to help with their action planning. Some of the projects, schemes and initiatives in the RCWT Action Plan include:

- Social Prescribing;

- Eating Well on a Budget staff training;
- Health Chat Training;
- Older People/Social Isolation - booklet Action Plan;
- Maternal Health/ Early Years including Breastfeeding/ Smoking in pregnancy/ Weight management in pregnancy and early years;
- Developing stronger links with Early Help/ Midwives/Health visitors through Children's Centre advisory board;
- "Right from the Start" campaign;
- Mental health initiatives.

Positive Activities Sub Group

This group is made up of organisations which provide activities for children and young people in the town. They meet to co-ordinate their activities to make sure that they are collaborating effectively, making best use of resources and avoiding duplication. Recently they have met to discuss the re-commissioning of the WCC funded Positive Activities Fund. An underspend of Community Safety Partnership funding has recently been made available for providers in Redditch to bid for to tackle issues of ASB caused by young people in Matchborough Centre. Providers have utilised the Positive Activities Sub Group as a chance to come together and discuss ideas and receive information from the Officers involved in facilitating the bidding process.

Wellbeing in Partnership Newsletter

The "Wellbeing in Partnership" Newsletter continues to be published on a monthly basis with the aim of providing information about strategic issues and local projects/initiatives being undertaken across both Redditch and Bromsgrove. It was envisaged the newsletter would act as one way of ensuring partners and locally elected Members were better informed about activity in their local area. Both Bromsgrove and Redditch Members should be receiving this newsletter but the current and previous copies can be accessed on the Redditch Partnership website.

Redditch and Bromsgrove Directory of Services

A directory of services building on current directories produced by the Council's Customer Service Team and the Parenting and Family Support Service is currently in the process of being built. The Council's IT development team are working on the technical side of this while officers including Customer Services, Parenting and Family Support, Redditch and Bromsgrove Partnership Managers and the two Health Improvement Coordinators are working to populate this with all services from the statutory, voluntary and community sector available in Redditch and Bromsgrove. Once finished, the fully searchable directory will be available on the Council's webpages for the public and local partners to use. Local organisations will be able to contact the administrating team and add their organisations details to the directory if not already on there. The administrating team will also work to keep the directory as up to date as possible.

Further information: - please contact Helen Broughton, Helen.broughton@bromsgroveandredditch.gov.uk, ext.3237 or look at the Redditch Partnership webpages at www.redditchpartnership.org.uk

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Regional & County Level Groups which input into Local Level Groups

Connecting Families Strategic Group

Chief Execs Board

Shenstone Group

Worcs. Partnership Executive Group

Leaders Board

Local Nature Partnership/Climate Change Group/Warmer Worcestershire

Health & Wellbeing Board and Health Improvement Group

Worcestershire Safeguarding Board

H&W Sports Partnership / Worcs Arts

Worcestershire Voices

LEPs

Local Level Groups not reporting directly into Redditch Partnership structures

North Worcestershire Community Safety Partnership / Safer Redditch

Community Forum

Town Centre Partnership

Mental Health Action Group

Redditch Business Leaders Forum

Arts in Redditch (AiR)

Affordable Warmth Group

Redditch and Bromsgrove Dementia Action Alliance

Digital Inclusion Partnership

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Agenda Item 4

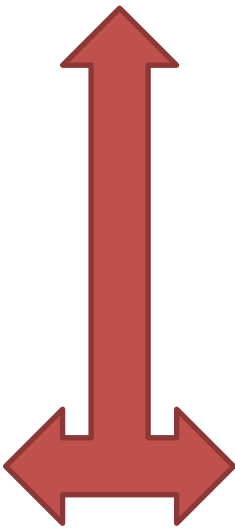
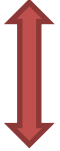
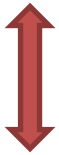
REDDITCH PARTNERSHIP EXECUTIVE GROUP (RPEG)

Redditch Community Wellbeing Trust (Health & Children and Young People)

Positive Activities Sub Group

Economic Development Theme Group

Local Level Groups reporting into Redditch Partnership structures



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REDDITCH BOROUGH COUNCIL**OVERVIEW AND SCRUTINY
COMMITTEE**

1st June 2017

**PERFORMANCE SCRUTINY – RESPONSE FROM BROMSGROVE DISTRICT
COUNCIL**

Relevant lead Councillor	Councillor , Chair of the Performance Scrutiny Working Group
Relevant Head of Service	Claire Felton, Head of Legal, Equalities and Democratic Services
Ward(s) Affected	No specific ward relevance.
Non-Key Decision	

1. SUMMARY OF PROPOSALS

This report outlines the response received from Bromsgrove Overview and Scrutiny Board to recommendations made by the Redditch Overview and Scrutiny Committee in respect of performance scrutiny.

2. RECOMMENDATIONS

The Committee is asked to RESOLVE that

the report be noted.

3. KEY ISSUES**Background**

- 3.1 The Performance Scrutiny Working Group was established in June 2016. The purpose of this group was to identify items that were suitable for scrutiny from the Council's measures dashboard.
- 3.2 Also in June 2016 Bromsgrove District Council's Overview and Scrutiny Board established the Measures Dashboard Working Group. The purpose of the Measures Dashboard Working Group is similar to that of the Performance Scrutiny Working Group.
- 3.3 At the meeting of the Overview and Scrutiny Committee on 28th March Members reviewed the operation of the working group and agreed that it should continue to form a part of the Council's scrutiny process. As agreed by Members the working group in 2017/18 will have a focus on the measures for the Council Plan.
- 3.4 Members also believed that there might be opportunities for Redditch Members to learn from Bromsgrove Members and vice versa in terms of scrutinising performance measures in the most effective manner. For this reason the Committee resolved that, subject to the agreement of Bromsgrove District Council's Overview and Scrutiny Board, informal meetings should be arranged between members of both groups in 2017/18.

REDDITCH BOROUGH COUNCIL**OVERVIEW AND SCRUTINY
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- 3.5 Members were also aware that there might be occasions when both the Redditch Performance Scrutiny Working Group and the Bromsgrove Measures Dashboard Working Group would choose to investigate the same measures in detail. When this occurs Redditch Members suggested that the option to undertake joint scrutiny meetings should be explored further, subject to the agreement of Bromsgrove District Council's Overview and Scrutiny Board.
- 3.6 The Bromsgrove Overview and Scrutiny Board considered these proposals from the Redditch Overview and Scrutiny Committee at a meeting on 24th April 2017. Bromsgrove Members agreed that there might be opportunities for Redditch and Bromsgrove Members to learn from each other and to share best practice during informal meetings. The Board therefore agreed that informal meetings between members of the two working groups should be organised to take place twice a year.
- 3.7 The Board also considered the proposal in respect of holding joint scrutiny meetings in cases where the same items had been identified as suitable for further scrutiny on the dashboard. Whilst the Bromsgrove Members recognised the constructive intentions of this proposal Members highlighted that, due to delays in accessing the dashboard on their iPads, the Measures Dashboard Working Group was at a different, earlier stage in reviewing the performance of Council services than the Redditch Performance Scrutiny Working Group. For this reason Bromsgrove Members did not feel that joint performance scrutiny meetings would be appropriate at this stage.

Financial Implications

- 3.8 There are no specific financial implications.

Legal Implications

- 3.9 No specific legal implications have been identified.

Service / Operational Implications

- 3.10 There are no specific service or operational implications.

Customer / Equalities and Diversity Implications

- 3.11 No specific customer, equalities or diversity implications have been identified.

4. RISK MANAGEMENT

No specific risks have been identified.

**OVERVIEW AND SCRUTINY
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5. APPENDICES

Appendix 1 – Extract from the minutes of the meeting of the Bromsgrove Overview and Scrutiny Board held on Monday 24th April 2017.

6. BACKGROUND PAPERS

Performance Scrutiny Working Group – Update Report and Annual Review, report to the Overview and Scrutiny Committee on 28th March 2017

AUTHOR OF REPORT

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APPENDIX 1**BROMSGROVE DISTRICT COUNCIL****MEETING OF THE OVERVIEW AND SCRUTINY BOARD****24TH APRIL 2017 AT 6.00 P.M.**

PRESENT: Councillors L. C. R. Mallett (Chairman), S. A. Webb (Vice-Chairman), C. Allen-Jones, S. R. Colella (until Minute Item No. 117/16), C.A. Hotham, C. J. Spencer, P.L. Thomas (from Minute Item No. 115/16) and M. Thompson

Officers: Ms. J. Pickering and Ms. J. Bayley

MINUTE EXTRACT – MINUTE 115/16

115/16

JOINT SCRUTINY WORK WITH REDDITCH BOROUGH COUNCIL

The Board considered a proposal that had been received from Redditch Borough Council's Overview and Scrutiny Committee to undertake joint performance scrutiny where appropriate.

Members were advised that Redditch Members had established a Performance Scrutiny Working Group, which had a similar remit to Bromsgrove District Council's Measures Dashboard Working Group, in June 2016. At the latest meeting of the Redditch Overview and Scrutiny Committee Members had agreed that the Performance Scrutiny Working Group should continue with its work in 2017/18. Redditch Members had become aware that there were similarities between the work of the Performance Scrutiny Working Group and the Measures Dashboard Working Group and had felt that it might be useful to hold informal meetings to enable Members to share ideas and best practice. The Redditch Overview and Scrutiny Committee had also proposed that joint scrutiny meetings could be held, involving Members of both working groups, where the same issues were identified as suitable for further scrutiny.

Councillor S. A. Webb, the Chairman of the Measures Dashboard Working Group, explained that the group had discussed this proposal at their latest meeting. Members had had some concerns that due to delays accessing the dashboard on their iPads the group was at a different stage in terms of scrutinising the performance of Council services to Redditch Members. For this reason Members concurred that it would be premature to hold joint scrutiny meetings in 2017/18. However, there was recognition that informal meetings, every 6 months,

could add value as it would provide an opportunity for Members from the 2 Councils to share ideas.

RESOLVED that in 2017/18 informal meetings should be arranged every 6 months between Redditch Borough Council's Performance Scrutiny Working Group and Bromsgrove District Council's Measures Dashboard Working Group to share ideas and understanding of best practice in performance scrutiny.

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SCRUTINY RECOMMENDATIONS – MONITORING TRACKER

Relevant Portfolio Holder	Councillor John Fisher, Portfolio Holder for Corporate Management
Portfolio Holder Consulted	No
Relevant Head of Service	Claire Felton, Head of Legal, Equalities, and Democratic Services
Ward(s) Affected	No specific ward relevance.
Non-Key Decision	

1. SUMMARY OF PROPOSALS

This report provides an update on the action that has been taken to implement recommendations made through the scrutiny process since the previous update was provided.

2. RECOMMENDATIONS

The Committee is asked to RESOLVE that
the report be noted.

3. KEY ISSUES**Background**

- 3.1 The Overview and Scrutiny Committee monitors the implementation of scrutiny recommendations. The latest update on progress with the implementation of scrutiny recommendations is attached at Appendix 1.
- 3.2 Wherever possible an estimated date for the final implementation of outstanding recommendations has been provided. In cases where an action requested through a scrutiny recommendation has been resolved the recommendation has been recorded as being completed.
- 3.3 The Committee will be aware that there are some recommendations where it would be reasonable for Officers to require further time to implement. For example, Officers would require some time to implement recommendations made at a recent meeting of the Committee. Where possible an explanation has been provided for the delay in implementation.
- 3.4 Members are invited to consider the updates provided regarding these recommendations and to identify whether any further action is required to facilitate the implementation of any of these recommendations.

**OVERVIEW AND SCRUTINY
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- 3.5 The Committee may conclude that, based on the update provided by Officers, it is no longer feasible to implement the action proposed in a recommendation. In these cases Members may want to agree to remove the recommendation from the tracker report and to ask Officers to take no further action.
- 3.6 The Committee is asked to note that once recommendations have been implemented they will be removed from the tracker, though any updates contained in previous editions of the report will remain available to view on the Council's website.

Financial Implications

- 3.7 There are no direct financial implications directly relating to this report.

Legal Implications

- 3.8 There are no legal implications directly relating to this report.

Service / Operational Implications

- 3.9 There are no direct service or operational implications that have been identified for this report.

Customer / Equalities and Diversity Implications

- 3.10 No direct customer or equality and diversity implications have been identified for this report.

4. RISK MANAGEMENT

No risks have been identified.

5. APPENDICES

Appendix 1 – Recommendation Tracker.

AUTHOR OF REPORT

Name: Jess Bayley, Democratic Services Officer
Email: jess.bayley@bromsgroveandredditch.gov.uk
Tel.: (01527) 64252

Overview and Scrutiny Recommendation Tracker

Project / recommendation and date proposed	Action	Team responsible	Date for completion	Comments
Voluntary and Community Sector (July 2014)				
Recommendation 4	The Council to consider employing an apprentice to support the work of the Grants Officer.	Community Services and HR.	Will be completed soon.	<p><u>Initial update:</u> There has been a delay in recruiting to this post, partly due to long-term staff sickness absence. Officers are hoping to recruit to an apprentice post, to be shared between Community Services and the Policy team, early in the New Year.</p> <p><u>June and September 2015 update:</u> A decision has been taken to postpone recruiting to this post until autumn 2015 due to long-term staff absence.</p> <p><u>January 2016 update:</u> The post of Grants and Voluntary Sector Co-ordinator is now vacant and is currently being reviewed. An apprentice will be recruited once this review has taken place and it is anticipated to be at the start of the new financial year.</p> <p><u>April 2016 update:</u> Officers have started the process to recruit an Apprentice to be in post as soon as possible.</p> <p><u>September 2016:</u> During the summer a job description for the Grants Apprentice has been drafted up. The apprentice is to be shared between VCS Grants Team, Redditch Partnership and the Policy Team and as such is officially known as the Support Services Apprentice (Grants, Policy and Partnerships). The job description is currently being tweaked by the Policy Team and it is envisaged that as soon as this is complete the advert</p>

Project / recommendation and date proposed	Action	Team responsible	Date for completion	Comments
				<p>will be sent to the College for recruitment.</p> <p><u>June 2017 update:</u> The Council has recruited Grants Officer to co-ordinate the Council's Grants programme in spring 2017. Following on from this Officers are aiming to recruit an apprentice to support both the Grants Programme and Policy Team in the summer / autumn 2017.</p>
<p>Bereavement Services Fees and Charges – pre-scrutiny</p>				
<p>Three recommendations were proposed in respect of capital works at Redditch Crematorium.</p>	<p>The following capital works were proposed for Redditch Crematorium :</p> <ol style="list-style-type: none"> 1) facility and heating improvements; 2) £344k of funding be allocated to enable capital works in the crematorium in 2016; and 3) A proportion of the income from the increased fees to be allocated to covering the capital works costs. 	<p>Bereavement Services / Environmental Services</p>	<p>To be confirmed</p>	<p><u>April 2016 Update.</u> Considerable work has taken place to look at providing an alternative chapel location for when the current chapel has to close to facilitate the works. Due to various issues this is not currently considered as being feasible and so alternative working arrangements are being sought with our partners. The Place Partnership architect will be working to finalise the detail of the scheme and the timing of the project will be considered in terms of complying with procurement processes, availability of contractors as well as limiting the impact on partners and customers.</p> <p><u>September 2016 Update:</u> Consultation with key stakeholders with regards to the Chapel closure during works is ongoing and options for how the business will operate during the works is being investigated. Early indications are that some limited provision will remain. Place Partnership and Jacobs (Architects) are finalising details with regards to the works (to ensure that we achieve the best long term outcome from the</p>

Project / recommendation and date proposed	Action	Team responsible	Date for completion	Comments
				<p>investment) which will allow for the relevant procurement processes to be followed.</p> <p><u>June 2017 update:</u> Place Partnership have issued tender documents and are in the process of evaluating the returns with a view to appointing a suitable contractor if appropriate. Consultation with all parties and key stakeholders with regards to alternative working arrangements during the works period is ongoing.</p>
Access for Disabled People to Redditch Taxis Short, Sharp Review				
Recommendation 1.1	The Hackney Carriage Vehicle Licensing Policy and the Private Hire Vehicle Licensing Policy should be amended to allow applications for new hackney carriages to be made for vehicles that are less than six years old, meet European M1 safety standards and have facilities for carrying a disabled person in a wheelchair within the vehicle. (<i>This relates to the Hackney Carriage Vehicle Licensing Policy only</i>).	Worcestershire Regulatory Services (WRS)	Subject to the outcomes of consultation with the local taxi trade and other relevant stakeholders.	During the meeting of the Licensing Committee on 18th July 2016 the recommendation was endorsed subject to the outcomes of consultation with affected parties. Consultation with taxi drivers and representatives of the Redditch Taxi Association (RTA) subsequently took place from October – December 2016. The outcomes of this consultation were reported to the Licensing Committee at a meeting on 6th March 2017. As the RTA had reported that some taxi drivers had not been consulted a further consultation has been launched in respect of this proposal, the outcomes from which will be considered at the next meeting of the Licensing Committee on 17 th July.
Recommendation 1.2	The Hackney Carriage Vehicle Licensing Policy and the Private Hire Vehicle Licensing Policy should be amended to require drivers to display stickers in their vehicles that provide information about how to report	WRS	Ongoing	The Licensing Committee was advised in November 2016 that WRS intended to include the relevant information on the ‘mini plates’ issued to all licensed drivers. It was also the intention of WRS to roll this initiative out across the County. A media campaign would also be launched to inform residents of the

Project / recommendation and date proposed	Action	Team responsible	Date for completion	Comments
	complaints.			initiative. This proposal was approved by the Licensing Committee at a meeting on 6th March 2017.
Recommendation 1.3	the Driver Licence Policy – Application for a Hackney Carriage and / or Private Hire Vehicle Driver’s Licence – should be amended to require that refresher training should be provided on driving standards and disability awareness to taxi drivers every three years.		Subject to the outcomes of consultation with the local taxi trade and other relevant stakeholders.	During the meeting of the Licensing Committee on 18th July 2016 the recommendation was endorsed subject to the outcomes of consultation with affected parties. Consultation with taxi drivers and representatives of the Redditch Taxi Association (RTA) subsequently took place from October – December 2016. The outcomes of this consultation were reported to the Licensing Committee on 6th March 2017. As the RTA had reported that some taxi drivers had not been consulted a further consultation has been issued in relation to this proposal, the outcomes from which will be considered at the next meeting of the Licensing Committee on 17th July.
Recommendation 2.1	There should be a media campaign to guide disabled people and taxi drivers when travelling by taxi about their rights and responsibilities.	Communications in consultation with WRS	Spring / summer 2017	<p>At the meeting of the Licensing Committee on 6th March 2017 Members were advised that <i>Section 165 – 167 of the Equality Act 2010 Taxi and Private Hire Passengers in Wheelchairs</i> would be implemented by the Department of Transport with effect from 6th April 2017. Under this legislation drivers of designated wheelchair accessible vehicles and private hire vehicles will be obliged by law to:</p> <ul style="list-style-type: none"> • Transport wheelchair users in their wheelchairs. • Provide passengers in wheelchairs with appropriate assistance. • Charge wheelchair users the same as non-wheelchair users. <p>When endorsing recommendation 2.1 the Licensing Committee agreed that this campaign should be launched after the implementation of this legislation locally.</p>

Project / recommendation and date proposed	Action	Team responsible	Date for completion	Comments
Recommendation 2.2	WRS should publish a list of drivers who currently operate licensed wheelchair accessible vehicles on the WRS and Redditch Borough Council websites in a similar format to Brighton and Hove City Council and Eden District Council.	WRS	July 2017	During the consultation undertaken by WRS with taxi drivers and other relevant parties in October – December 2016 every single respondent agreed with this proposal from the Task Group. At the meeting of the Licensing Committee on 6th March 2017 Members agreed that WRS should produce a list of drivers who consent to having their details published and currently operate licensed wheelchair accessible vehicles for consideration at the next meeting of the Committee on 17th July. The intention is for this list to be published on Redditch Borough Council's website once it has been considered by the Licensing Committee.
Recommendation 3.1	WRS should undertake a review of the conditions attached to taxi operators' licences.	WRS	Completed	An internal review in WRS of operator licence conditions showed that Redditch Borough Council's private hire operator conditions were broadly consistent with those the other five districts within Worcestershire.
Recommendation 3.2	The Licensing Committee should review the effectiveness of the disability awareness training provided to taxi drivers.	Licensing Committee	Not specified	No progress has been achieved to date in respect of this matter. Officers would appreciate any suggestions from Members as to how the effectiveness of the training could be reviewed.
Budget Scrutiny Working Group				
	The Council should have a robust four year funded Capital Programme for the period 2017/18 to 2020/21 to include estimates across each year of the budget.	Finance Team	Completed (and ongoing)	The Capital Programme was amended to cover a four year period in the Medium Term Financial Plan (MTFP) that was considered and approved in February 2017.

Project / recommendation and date proposed	Action	Team responsible	Date for completion	Comments
	<p>The Executive Committee recommends to Council that the revenue assumptions detailed in 3.4 of the report be incorporated into the budget setting process.</p> <p>(Paragraph 3.4 referred to budget assumptions in respect of Council Tax, pay inflation, superannuation rates, price inflation, discretionary fees and charges and capital spending).</p>	Finance Team	Completed	These assumptions were built into the MTFP that was considered and approved in February 2017.
	The Head of Community Services considers and works through the various options for the future delivery of the Shopmobility service and reports back to Members in due course.	Head of Community Services / Shopmobility	Completed	The Shopmobility service was reviewed and a report outlining proposed changes to the service was considered by the Executive Committee in February 2017.
	The Council considers ways to manage the Town Hall and other property assets in a more cost effective manner.	Place Partnership	Ongoing	The Town Hall's operating costs (heating, electric etc) are commensurate with the age of the building. Options associated with the future of the building are incorporated within the 'One Public Estate' exercise currently being undertaken for the town centre.
	A review of the recharge process be undertaken to ensure that these are accurately recorded in future.	All Services, led by the Finance Team.	Not specified.	A calculation has now been made in relation to overhead apportionment.

Project / recommendation and date proposed	Action	Team responsible	Date for completion	Comments
Performance Scrutiny Working Group				
	<p>The Head of Community Services be mandated to explore how the Lifeline Service can incorporate a resource within the service and produce a marketing strategy, in co-operation with the Communications Team to.</p> <p>a) better market Lifeline Services to residents; and</p> <p>b) develop new business opportunities to subsidise the Service.</p>	Head of Community Services / Lifeline	Ongoing	The CCTV and Lifeline Manager has worked with the Communications team to devise a marketing plan. This has included a successful social media campaign, signing up to two tender portals to look for larger contract opportunities, adding new products and services to the available range and a new leaflet to promote all that the service offers. It has become apparent that there is an opportunity to deliver a more robust marketing strategy and Officers propose to introduce a Business Development post into the structure.
	A measure should be introduced on the Corporate Dashboard to monitor Members' attendance at training sessions.	Members Support Steering Group.	Next meeting of Member Support Steering Group – date TBC	This recommendation is due to be considered at the next meeting of the Members Support Steering Group where a final decision will be made in respect of the proposed action.
Overview and Scrutiny Committee – Housing Revenue Account				
	<ol style="list-style-type: none"> 1) the draft 2017/18 Budget for the Housing Revenue Account attached to the report at Appendix A, be approved; 2) the three year budget projections 2017/18 to 2019/20, incorporating the 1% rent reduction be 	Finance Team	Completed	These recommendations were approved by the Executive Committee and Council and came into effect at the start of the financial year.

Project / recommendation and date proposed	Action	Team responsible	Date for completion	Comments
	<p>approved;</p> <p>3) the actual average recent decrease for 2017/18 be 1%; and</p> <p>4) that £780,614 be transferred to the capital reserve in 2017/18 to fund the future Capital Programme and / or repay borrowing.</p>			
Overview and Scrutiny – Pre-Scrutiny				
	The Constitutional Review Working Party give consideration to the Overview and Scrutiny Committee being permitted access to reports for the Executive Committee at an earlier stage than currently takes place.	Constitutional Review Working Party	Next meeting of the Constitutional Review Working Party – date TBC	This recommendation is due to be considered at the next meeting of the Constitutional Review Working Party.
Mental Health Services for Young People Task Group				
Recommendation 1	Child and Adolescent Mental Health Services (CAMHS) should not withdraw services from young people who fail to engage during their appointments.	External partners	Not specified.	Relevant partners have been contacted about this recommendation. At the time of writing, 10th May 2017, a response had not yet been received to this recommendation.
Recommendation 2	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.	External partners	Not specified.	Relevant partners have been contacted about this recommendation. At the time of writing, 10th May 2017, a response had not yet been received to this recommendation.

Project / recommendation and date proposed	Action	Team responsible	Date for completion	Comments
Recommendation 3	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.	External Partner – Worcestershire County Council	Not specified.	Worcestershire County Council has been contacted about this recommendation. At the time of writing, 10th May 2017, a response had not yet been received to this recommendation.
Recommendation 4	The Leader of the Council should 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.	Leader of the Council	April 2017 - completed	A letter was sent to the Secretary of State for Education regarding this matter in April 2017. A response was received in May 2017 from Edward Timpson MP, Minister of State for Vulnerable Children and Families, which acknowledged the importance of good mental health and wellbeing for young people. This letter revealed that all secondary schools in England and Wales, including maintained schools, academies and independent schools, will need to teach Relationships and Sex Education (RSE) when relevant legislation comes into effect. Parents will retain the right to withdraw their children from these lessons.
Recommendation 6	<p>Senior officers, following consultation with the Portfolio Holders for Corporate Management and Housing respectively, should review the implications for Council Services of the following actions detailed in the West Midlands Combined Authority (WMCA) Mental Health Commission's <i>Thrive West Midlands Action Plan</i>:</p> <p>a) Action 4: the proposal to evaluate a financial incentive to encourage companies to demonstrate their</p>	Chief Executive's Office	Ongoing	<p>It is too early to have made much progress on this given that the WMCA Mental Health Commission only relatively recently concluded its work however positive discussions have been held with the WMCA Mental Health lead, Redditch and Bromsgrove CCG and Worcestershire Health and Care Trust – both of whom also signed up in principal to the Mental Health concordat.</p> <p>The discussions focussed on the Housing First and primary care mental health. With regard to Housing First the WMCA have commissioned external support to design their approach and they are considering Redditch</p>

Project / recommendation and date proposed	Action	Team responsible	Date for completion	Comments
	<p>commitment to mental health and wellbeing.</p> <p>b) Action 5: the proposal to help people to gain housing and work (including potentially supported accommodation).</p> <p>The outcomes of this work should be reported for the consideration of the Executive Committee.</p>			<p>as a prospective site for the proof of concept pilot.</p> <p>With regard to primary care mental health WMCA will seek to work with the lead GP commissioner to ensure we get the proof of concept product working in Redditch.</p> <p>In relation to the work place agenda WMCA are pushing now with the fiscal incentive work at pace and have identified £7m for the Midlands Engine which gives the opportunity to do some work across the whole midlands region.</p>



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;

.....
Chair

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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.

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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.

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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

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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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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

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Chair

EXECUTIVE COMMITTEE LEADER'S WORK PROGRAMME

1 June 2017 to 30 September 2017

(published as at 2nd May 2017)



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This Work Programme gives details of items on which key decisions are likely to be taken by the Borough Council's Executive Committee, or full Council, in the coming four months. "Key Decisions" are ones which are likely to:

- (i) result in the Council incurring expenditure, foregoing income or the making of savings in excess of £50,000 or which are otherwise significant having regard to the Council's budget for the service or function to which the decision relates; or
- (ii) be significant in terms of its effect on communities living or working in the area comprising two or more wards in the Borough;
- (iii) involve any proposal to cease to provide a Council service (other than a temporary cessation of service of not more than 6 months).

If you wish to make representations on the proposed decision you are encouraged to get in touch with the relevant report author as soon as possible before the proposed date of the decision. Contact details are provided. Alternatively you may write to the Head of Legal, Equalities and Democratic Services, The Town Hall, Walter Stranz Square, Redditch, B98 8AH or e-mail: democratic@bromsgroveandredditch.gov.uk

The Executive Committee's meetings are normally held at 7pm on Tuesday evenings at the Town Hall. They are open to the public, except when confidential information is being discussed. If you wish to attend for a particular matter, it is advisable to check with the Democratic Services Team on (01527) 64252, ext: 3268 to make sure it is going ahead as planned. If you have any other queries, Democratic Services Officers will be happy to advise you. The full Council meets in accordance the Council's Calendar of Meetings. Meetings commence at 7.00pm.

EXECUTIVE COMMITTEE MEMBERSHIP

Councillor Bill Hartnett, Portfolio Holder for Community Leadership and Partnership

Councillor Debbie Chance, Portfolio Holder for the Local Environment

Councillor Greg Chance, Portfolio Holder for Planning, Regeneration, Economic Development and Transport

Councillor John Fisher, Portfolio Holder for Corporate Management

Councillor Yvonne Smith, Portfolio holder for Community Safety and Regulatory Services

Councillor Mark Shurmer, Portfolio Holder for Housing

Councillor Pat Witherspoon, Portfolio Holder for Leisure and Tourism

Councillor Juliet Brunner

Councillor Brandon Clayton

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Consolidated Revenue and Capital Outturn and Financial Reserves Statement 2016/17 Key: No	Executive 6 Jun 2017		Report of the Executive Director Finance and Resources	Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207
Caretaking and Cleaning Review Business Case Key: No	Executive 6 Jun 2017 Council 19 Jun 2017	This is likely to be an exempt item.	Report of the Head of Leisure and Cultural Services	John Godwin, Head of Leisure and Cultural Services Tel: 01527 881762
Engagement Strategy Key: No	Executive 6 Jun 2017 Council 19 Jun 2017		Report of the Head of Transformation and Organisational Development	Deb Poole, Head of Business Transformation and Organisational Development Rebecca Dunne, Policy Manager Tel: 01527 881256 Tel: 01527 881616
Equalities Strategy Key: No	Executive 6 Jun 2017 Council 19 Jun 2017		Report of the Head of Transformation and Organisational Development	Rebecca Dunne, Policy Manager Tel: 01527 881616

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Health and Safety Policy - Driving at Work Key: No	Executive 6 Jun 2017 Council 19 Jun 2017		Report of the Head of Transformation and Organisational Development	Deb Poole, Head of Business Transformation and Organisational Development Tel: 01527 881256
Health and Safety Policy - Statutory Inspections Key: No	Executive 6 Jun 2017 Council 19 Jun 2017		Report of the Head of Transformation and Organisational Development	Deb Poole, Head of Business Transformation and Organisational Development Tel: 01527 881256
Legal and Democratic Services Review Business Case Key: No	Executive 6 Jun 2017 Council 19 Jun 2017	This is likely to be an exempt item.	Report of the Head of Legal, Equalities and Democratic Services	Claire Felton, Head of Legal, Equalities and Democratic Services Tel: 01527 881429
Parks and Open Spaces Review Business Case Key: No	Executive 6 Jun 2017 Council 19 Jun 2017	This is likely to be an exempt item.	Report of the Head of Leisure and Cultural Services	John Godwin, Head of Leisure and Cultural Services Tel: 01527 881762
Partnership with a Licensed Energy Company for the Provision of Energy Key: No	Executive 6 Jun 2017		Report of the Head of Environmental Services	Kath Manning, Climate Change and Energy Support Manager Tel: 01527 587094

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Planning Policy Review Business Case Key: No	Executive Not before 6th Jun 2017 Council Not before 19th Jun 2017	This is likely to be an exempt item.	Report of the Head of Planning and Regeneration	Ruth Bamford, Head of Planning and Regeneration Tel: 01527 64252
Anti Fraud and Corruption Policy Key: No	Executive 11 Jul 2017		Report of the Executive Director Finance and Resources	Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207
Council Procurement Rules Key: No	Executive 11 Jul 2017 Council 24 Jul 2017		Report of the Executive Director Finance and Resources	Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207
Financial Regulations Key: No	Executive 11 Jul 2017 Council 24 Jul 2017		Report of the Executive Director Finance and Resources	Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207
Leisure Intervention Update Key: No	Executive Not before 11th Jul 2017		Report of the Executive Director of Finances and Resources	Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Options for a Leisure Trust Key: Yes	Executive Not before 11th Jul 2017		Report of the Executive Director Finance and Resources Sports Consultancy Initial Options Appraisal (Executive Committee, July 2015) Leisure Services Options Short, Sharp Review (Overview and Scrutiny Committee, December 2015) Leisure Intervention Update (Executive Committee, December 2015)	Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207
Planning Fees Key: No	Executive 11 Jul 2017		Report of the Head of Planning	Ruth Bamford, Head of Planning and Regeneration Tel: 01527 64252
Reddicard Review Key: No	Executive 11 Jul 2017		Report of the Head of Leisure and Cultural Services	Julie Heyes, Business Development Manager Tel: 01527 881377
Review of Saturday Opening Hours Key: No	Executive 11 Jul 2017		Report of the Head of Customer Access and Financial Support	Amanda Singleton, Head of Customer Access and Financial Support Tel: 01527 64252

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Redditch Sports and Physical Activity Strategy 2017/2022 Key: Yes	Executive Not before 11th Jul 2017		Report of the Head of Leisure and Cultural Services	Dave Wheeler, Leisure Services Manager Tel: 01527 64252 ext 3313
Service Delivery Options - HRA Gas Maintenance Key: Yes	Executive Not before 11th Jul 2017		Report of the Head of Housing Services	Liz Tompkin, Head of Housing Tel: 01527 64252 ext 3304
Write Offs April 2016 - March 2017 Annual Report Key: No	Executive 11 Jul 2017		Report of the Head of Customer Access and Financial Support	Amanda Singleton, Head of Customer Access and Financial Support Tel: 01527 64252
Budget process 2018/19 Key: No	Executive Between 1 Sep 2017 and 31 Mar 2018		Report of the Executive Director Finance and Resources	Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207
Seasonal Garden Waste Collections Key: Yes	Executive 12 Sep 2017		Report of the Head of Environmental Services	Guy Revans, Head of Environmental Services Tel: 01527 64252 ext 3292

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Economic Priorities for Redditch Annual Report 2016-17 Key: Yes	Executive 12 Sep 2017		Report of the Head of North Worcestershire Economic Development and Regeneration	Dean Piper, Head of Economic Development and Regeneration – North Worcestershire Tel: 01562 732192
Finance Monitoring Quarter 1 2017/18 Key: No	Executive 12 Sep 2017		Report of the Executive Director Finance and Resources	Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207
Voluntary and Community Sector Grant Funding 2018/19 Key: No	Executive 12 Sep 2017 Council 2 Oct 2017		Report of the Head of Community Services	Judith Willis, Head of Community Services Tel: 01527 64252 ext 3284
Fees and Charges 2018/19 Key: No	Executive 31 Oct 2017 Council 20 Nov 2017		Report of the Executive Director Finance and Resources	Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207
Local Council Tax Support Scheme Key: No	Executive 31 Oct 2017 Council 20 Nov 2017		Report of the Head of Customer Access and Financial Support	Amanda Singleton, Head of Customer Access and Financial Support Tel: 01527 64252

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Pay Policy 2018-19 Key: No	Executive 31 Oct 2017 Council 20 Nov 2017		Report of the Head of Transformation and Organisational Development	Becky Talbot, Human Resources and Development Manager Tel: 01527 64252 ext 3385
Finance Monitoring Quarter 2 2017/18 Key: No	Executive 12 Dec 2017		Report of the Executive Director Finance and Resources	Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207
HRA Initial Budget 2018/19 - 2020/21 Key: No	Executive 16 Jan 2018 Council 29 Jan 2018		Report of the Executive Director Finance and Resources and Head of Housing Services	Liz Tompkin, Head of Housing Tel: 01527 64252 ext 3304 Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207
Council Tax Base 2018/19 Key: Yes	Executive 16 Jan 2018		Report of the Executive Director Finance and Resources	Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207
Finance Monitoring Quarter 3 2017/18 Key: No	Executive 27 Mar 2018		Report of the Executive Director Finance and Resources	Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Overview and Scrutiny Annual Report 2017/18 Key: No	Council 9 Apr 2018		Report of the Overview and Scrutiny Committee	Jess Bayley, Democratic Services Officer Tel: 01527 64252 ext 3268

Overview & Scrutiny

Committee

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WORK PROGRAMME

(Report of the Chief Executive)

Date of Meeting	Subject Matter	Officer(s) Responsible for report
ALL MEETINGS	REGULAR ITEMS	(CHIEF EXECUTIVE)
	Minutes of previous meeting Consideration of the Executive Committee Work Programme Call-ins (if any) Pre-scrutiny (if any) Task Groups / Short, Sharp Review Groups – feedback Working Groups - feedback Committee Work Programme	Chief Executive Chief Executive Chief Executive Chief Executive Chair of Task Group / Short, Sharp Review Chair of Working Group Chief Executive
	REGULAR ITEMS Update on the work of the Crime and Disorder Scrutiny Panel. Tracker Report Updates on the work of the Worcestershire Health Overview and Scrutiny Committee Annual Monitoring Report – Redditch Sustainable Community Strategy	Chair of the Crime and Disorder Scrutiny Panel Relevant Lead Head(s) of Service Redditch Borough Council representative on the Health Overview and Scrutiny Committee Relevant Lead Head(s) of Service

Overview & Scrutiny

Committee

1st June 2017

OTHER ITEMS - DATE FIXED		
1st June 2017	Engagement Strategy – Pre-Scrutiny	Relevant Lead Head(s) of Service
1st June 2017	Redditch Partnership – Monitoring Update Report	Relevant Lead Director
4th July 2017	Leisure Intervention Work and Options for a Leisure Trust – Pre-Scrutiny	Relevant Lead Director
4th July 2017	Sustainability and Transformation Plan - Update	Representatives of the Worcestershire Health and Care Trust and Worcestershire Acute Hospitals NHS Trust
7th September 2017	Council Plan - Monitoring Update	Relevant Lead Head(s) of Service
7th September 2017	Homelessness Short, Sharp Review – Interim Report	Councillor Baker
7th September 2017	Housing Benefits Presentation	Relevant Lead Head(s) of Service
24th October 2017	Fees and Charges 2018/19 – Pre-Scrutiny	Relevant Lead Director
24th October 2017	Medium Term Financial Plan – Update Report	Relevant Lead Director

Overview & Scrutiny

Committee

1st June 2017

7th December 2017	Economic Development Strategy - Presentation	Relevant Lead Director
7th December 2017	Medium Term Financial Plan – Update Report	Relevant Lead Director
11th January 2018	HRA Initial Budget 2018/19 – 2020/21 – Pre-Scrutiny	Relevant Lead Director
11th January 2018	Medium Term Financial Plan – Update Report	Relevant Lead Director
13th February 2018	Medium Term Financial Plan 2018/19 – 2021/22 – Scrutiny of budget proposals	Relevant Lead Director
22nd March 2018	Overview and Scrutiny Annual Report 2017/18	
OTHER ITEMS – DATE NOT FIXED		
	Joint Strategic Needs Assessment - Presentation	To be confirmed
	Leisure Services Options Short, Sharp Review – reconsideration of the group’s final report	Councillor Potter
	Place Partnership Presentation	Relevant Lead Head(s) of Service

Overview & Scrutiny

Committee

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	Tackling Obesity Task Group - Feedback	Councillor Potter
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