



Council

Mon 21 May
2018
7.00 pm

Council Chamber
Town Hall
Redditch

REDDITCH BOROUGH COUNCIL

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**If you have any queries on this Agenda please contact
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Council

Monday, 21st May, 2018

7.00 pm

Council Chamber Town Hall

Agenda

Membership:

Cllrs:

Jennifer Wheeler (Mayor)
Salman Akbar
Joe Baker
Tom Baker-Price
Joanne Beecham
Roger Bennett
Juliet Brunner
David Bush
Michael Chalk
Debbie Chance
Greg Chance
Anita Clayton
Brandon Clayton
Matthew Dormer
John Fisher

Andrew Fry
Julian Grubb
Bill Hartnett
Pattie Hill
Wanda King
Anthony Lovell
Gemma Monaco
Gareth Prosser
Antonia Pulsford
Michael Rouse
Mark Shurmer
Yvonne Smith
Craig Warhust
Pat Witherspoon

1. Welcome

2. Apologies for Absence

3. Declarations of Interest

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.

4. Mayor's Opening Remarks

The existing Mayor, Councillor Jenny Wheeler, will provide opening remarks and report on her Mayoral year.

5. Election of the Mayor for 2018/19

Once the new Mayor has been elected s/he will make the declaration of acceptance of office, receive the chain of office and take the Mayor's seat in the front of the Chamber.

6. Election of the Deputy Mayor for 2018/19

When the new Deputy Mayor has been elected, s/he will make the declaration of acceptance of office and receive the badge of honour.

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7. Announcements

To consider Announcements under Procedure Rule 10:

- a) The new Mayor's Announcements, including the Mayor's charities.
- b) The Leader's Announcements.
- c) Chief Executive's Announcements.

8. Minutes (Pages 1 - 24)

9. Returning Officer's Report (Pages 25 - 28)

10. Leader of the Council

Further to the local elections 2018 and change of political control, Members are invited to appoint a member of the Council to hold the office of Leader of the Council for the ensuing four years.

Members will also receive any announcements from the newly appointed Leader of the Council.

11. Leader's Appointments

The Leader of the Council decides how the Executive powers of the Council will be carried out. Currently, Executive decisions are taken by the Executive Committee. The Leader also allocates portfolios and will announce arrangements for these for the coming year.

12. Appointment of Committees, Panels etc. and their Chairs and Vice Chairs (Pages 29 - 54)

13. Outside Bodies (Pages 55 - 68)

14. Scheme of Delegations (to follow)

15. Urgent Business - Record of Decisions

To note any decisions taken in accordance with the Council's Urgency Procedure Rules (Part 6, Paragraph 5 and/or Part 7, Paragraph 15 of the Constitution), as specified.

(None to date).

16. Urgent Business - general (if any)

To consider any additional items exceptionally agreed by the Mayor as Urgent Business in accordance with the powers vested in him by virtue of Section 100(B)(4)(b) of the Local Government Act 1972.

(This power should be exercised only in cases where there are genuinely special circumstances which require consideration of an item which has not previously been published on the Order of Business for the meeting.)

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MINUTES

Present:

Councillor Jennifer Wheeler (Mayor), Councillor Nina Wood-Ford (Deputy Mayor) and Councillors Joe Baker, Tom Baker-Price, Roger Bennett, Natalie Brookes, Juliet Brunner, David Bush, Michael Chalk, Debbie Chance, Greg Chance, Anita Clayton, Brandon Clayton, Matthew Dormer, John Fisher, Andrew Fry, Bill Hartnett, Pattie Hill, Gay Hopkins, Wanda King, Jane Potter, Gareth Prosser, Mark Shurmer, Rachael Smith, Yvonne Smith, Paul Swansborough, David Thain and Pat Witherspoon

Also Present:

Reverend Paul Lawlor, Mr L Beach and Ms A Drain

Officers:

Ruth Bamford, Claire Felton, John Godwin, Sue Hanley, Rachel Martin, Jayne Pickering and Amanda Singleton

Democratic Services Officer:

Jess Bayley

82. WELCOME

The Mayor opened the meeting by welcoming all those present. In line with the Mayor's theme of mental health and wellbeing for young people the Mayor invited the Reverend Paul Lawlor, from St Stephen's Church, to speak to Council on the subject of Mindfulness.

Reverend Lawlor explained that mindfulness had arisen in the 1970s and traced back to the work of Jon Kabat-Zinn, an American Professor Emeritus of Medicine. Whilst Mindfulness was not a religious practice it was informed by Buddhist principles, particularly in respect of meditation. Those present at the meeting were encouraged to relax and to concentrate on their breathing and were advised that Mindfulness was designed to enable people to contemplate life in the present moment in a non-judgemental manner. There were benefits to be attained from practising

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Mindfulness, particularly in respect of one's mental health and wellbeing. Practitioners could follow a number of self-help books, though many people preferred to participate in group activities led by a trained teacher.

83. APOLOGIES FOR ABSENCE

An apology for absence was received on behalf of Councillor Antonia Pulsford.

84. DECLARATIONS OF INTEREST

There were no declarations of interest.

85. MINUTES

RESOLVED that

the minutes of the meeting of Council held on Monday 19th February 2018 be agreed as a correct record and signed by the Mayor.

86. ANNOUNCEMENTS

a) Mayor's Announcements

The Mayor announced that she had participated in the following civic events since the previous meeting of Council:

- A visit to St Augustine's High School to welcome a number of Spanish teachers.
- Attended the Showmen's Guild Annual Dinner.
- Attended the Inner Wheel Annual Fellowship luncheon.
- Visited Hilda Clulow on the occasion of her 110th birthday party.
- Attended the West Midlands Ambulance Trust's Awards.
- Hosted her civic dinner.

The Mayor took the opportunity to thank Councillor Nina Wood-Ford, in her capacity as Deputy Mayor, for her help and support.

During consideration of this matter the Mayor also announced that four Councillors would be standing down at the forthcoming local elections; Councillors Gay Hopkins, Jane Potter, Rachael Smith and David Thain, each of whom spoke in turn about their experiences as Borough Councillors.

Councillor Rachael Smith commented that she had enjoyed the four years that she had served as a Councillor, which she

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described as the experience of a lifetime. She thanked officers and fellow elected Members for their support during this period.

Councillor David Thain paid tribute to the residents of Crabbs Cross, the ward that he had represented for four years. Thanks were also extended to fellow Members for their support, to the Mayor and to the Editor of the Redditch Standard.

Councillor Hopkins commented that during her time serving as a Councillor she had been proud of a number of episodes, including serving as the Portfolio Holder for Leisure and Tourism at a time when the redevelopment of the Abbey Stadium took place, her involvement in work on the introduction of the Springs Statue in the town centre and serving as Deputy Mayor of the Borough. Councillor Hopkins also noted that she had enjoyed participating in scrutiny activities and was particularly proud to have chaired the Improving Recycling Rates Task Group and a review of access for people with disabilities to taxis in Redditch as well as her participation in the LGB&T Scrutiny Task Group, which had resulted in the establishment of a local community group and recognition in an awards programme. Councillor Hopkins thanked officers and Members for their support and extended particular thanks to her family, especially her husband, for their help.

Councillor Potter commented that she had enjoyed serving the people of Astwood Bank and Feckenham. Highlights during her time on the Council had included serving as the Chair of the Overview and Scrutiny Committee and of the Audit, Governance and Standards Committee. She concluded by thanking Members and Officers for their support over the four years that she had served on the Council.

Following these speeches a number of tributes were paid by all Members to those Councillors who would be standing down. In particular the hard work and dedication of the four Councillors to the Borough of Redditch was highlighted and Members noted that they would all be missed.

b) The Leader's Announcements

The Leader announced that he had participated in the following activities since the previous meeting of Council:

- The Leader had presented staff awards to those who had been commended and highly commended, including the Palace Theatre, the Planning team and Laney Walsh.

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- During the LGB&T month the Leader had attended a comedy event at the Palace Theatre.
- The Leader had attended the Mayor's Civic Dinner.
- The Leader had taken part in the British Spring Clean in Church Hill as part of the Big Local project.

The Leader announced that, as requested at a previous meeting of Council, he had written to the Parliamentary Under Secretary of State for Children and Families, the Right Honourable Nadim Zahawi MP, about care leavers. Concerns had been raised that a consistent approach had not been adopted across the country to the Council Tax liability for care leavers. A response had been received and it had been highlighted that decisions about Council Tax liabilities required a decision at a local level. The Leader promised to provide a copy of this letter for the consideration of the Transition of Young People Leaving Care in Redditch Short Sharp Review.

The Leader also led tributes to the Interim Chief Executive of Worcestershire County Council, Steven Stewert, who had passed away suddenly since the previous meeting of Council. Mr Stewert would be greatly missed.

c) Chief Executive's Announcements

The Deputy Chief Executive confirmed that there were no announcements from the Chief Executive.

87. QUESTIONS ON NOTICE (PROCEDURE RULE 9)

The Leader responded to five questions that had been submitted in accordance with Council Procedure Rule 9.2.

a) Question from Ms A Drane to the Leader

Ms Drane asked the following question of the Leader:

"I attended the Executive Committee last week. It was awe-inspiring to hear of the innovative regeneration plans for Redditch Town Centre.

A considerable amount of time and obvious networking has gone into creating that vision and document.

Having been a disability consultant and a Trustee for Scope for over 15 years how will the council ensure that seamless accessibility is achieved in all aspects of the design of the regeneration ~ thus celebrating the culture and diversity that disabled people bring to any community ~ whether their impairments be physical sensory or intellectual?"

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The Leader responded as follows:

“Thank you for your question.

Let me start by saying that these are only proposals and a concept at this stage; however, having said that I can say that I do agree with you about the importance of access for all to buildings. You will be aware we have an access group in Redditch. One of the Borough’s strategic key priorities is ‘Help me to Live my Life Independently’.

The Council will ensure that seamless accessibility is achieved in all aspects of the design of the regeneration by compliance with legislation and through consultation with residents and negotiations with developers.

It should be noted that any new building developments relating to the regeneration of the town centre, like all similar developments, would be subject to the relevant requirements laid down in the building regulations.

The Council’s Building Control team will be involved in ensuring these standards are met thus providing a fully inclusive space.

In due course if there are planning applications received about town centre redevelopment proposals these will be the subject of public consultation for a minimum of three weeks.

If you would like to receive weekly details of planning applications received by the council please let Ruth Bamford, Head of Planning and Regeneration, know by emailing r.bamford@bromsgroveandredditch.gov.uk ”.

Ms Drane asked the a supplementary question about the Redditch Access Group which she noted met regularly at Redditch Town Hall at 10.30 am. Ms Drane expressed concerns that the timing of these meetings might prevent many interested parties from attending and she asked for consideration to be given to changing the timing of these meetings.

The Leader responded as follows by noting that the Redditch Access Group was an independent body, though was currently chaired by a Councillor. Ms Drane was advised that the Leader would notify the group of her concerns.

During consideration of this supplementary question Councillor Anita Clayton was provided with an opportunity to speak in her capacity as Chair of Disability Action Redditch. Ms Drain was

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advised that this matter had been raised at a recent meeting of the group and would be reconsidered at their Annual Meeting. The outcomes of these discussions would be reported back for Ms Drain's consideration.

b) Question from Mr L Beach to the Leader

Mr Beach asked the following question of the Leader:

"Will the town centre regeneration help young people like me to get on the housing ladder and allow for housing association involvement so that young people can benefit from decent housing at affordable rents?"

The Leader responded as follows:

"Thank you for your question.

Let me start by saying that these are only proposals and a concept at this stage; however, having said that I can say that for all new housing sites of 11 or more dwellings, the Council aims to secure 30% of the housing as affordable housing. Affordable housing is defined as '*Social rented, affordable rented and intermediate housing, provided to eligible households whose needs are not met by the market. Eligibility is determined with regard to local incomes and local house prices. Affordable housing should include provisions to remain at an affordable price for future eligible households or for the subsidy to be recycled for alternative affordable housing provision*'.

The affordable housing element is usually provided by a Registered Provider (RP) (formally known as housing associations) that is very often a Registered Provider/ housing association.

Having housing in the town centre will assist with the housing supply in Redditch, and as town centre housing units are often smaller in size they could be more affordable than non town centre housing and more attractive to younger people."

Mr Beach subsequently asked a supplementary question seeking clarification about the basis on which the public would be consulted on these plans?"

The Leader responded by noting that for any planning applications there would be a public notice and the item would go before the Planning Committee. For general consultation the press would be invited to publicise opportunities to respond to the public and other stakeholders.

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c) Question from Councillor Roger Bennett to the Leader

Councillor Roger Bennett asked the following question of the Leader:

“Following the failure of this Council to adequately control the contract for the annual certification of gas boilers can the Leader advise this Council and its residents the full cost incurred, in the emergency action taken in bringing this back to a Legal status, both in terms of additional resources employed and Officer time spent correcting this failure?”

The Leader responded as follows:

“Thank you for your question.

The budget for gas heating servicing and repairs in 2015/2016 (2 years ago) was made up of service contract payments of £508k and repairs of £337k making a total budget for the year of £845k.

However, due to the early termination of the contract with the service provider, we only spent £378k on contract payments and £267k on repairs which totals £645k.

The total spends relating to the additional works undertaken for 2015/16 amounted to £207k. This included all additional costs for the compliance of gas servicing.

The grand total spent on all gas servicing and repairs in 2015/16 therefore amounted to £852k which resulted in a small overspend of £7k against the total budget.”

Councillor Roger Bennett subsequently asked a supplementary question which sought clarification about the follow up action that had subsequently been taken in terms of staff, the relevant Portfolio Holder and the contractor?”

The Leader responded by explaining that the contract was withdrawn and the Portfolio Holder remained in place.

d) Question from Councillor Jane Potter to the Leader

Councillor Brandon Clayton asked the following question of the Leader on behalf of Councillor Jane Potter:

“Housing Costs - Can the Leader advise this council and its residents whether the £1.2 million overspend in the HRA budget during the last year, and which was spent on repairs, maintenance, supervision and management, will continue to rise?”

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The Leader responded as follows:

“Thank you for your question.

As requested the reasons for the £1.2m HRA variation in 2016/2017 as previously reported are:-

Reduced rental income due to an increase in the number of Right to Buy sales following relaxation of the discount rules and the government enforced 1% rent reduction regime for 2016/17, 2017/18, 2018/19 and 2019/20

Repairs and maintenance:

- Extremely high demand for ad hoc and responsive property repairs.
- Debt write off of unpaid historic invoices to tenants for past repair works.
- A number of void properties requiring costly repair works.

Supervision and Management:

- Redundancy costs.
- Job Evaluation implementation salary costs funded from the Job Evaluation provision of £300k.
- An increase in the allocation split between the General Fund and the HRA for pension costs and overhead recharges following a full review of cost share.
- Agency staff costs to cover vacant posts.

With regard to the second part of the question as to whether the overspend will continue to rise, there is obviously significant pressure on the HRA income with further reductions in rent for the next two years together with inflationary pressures on things like salaries (possible 2% rises in 2018/19 and 2019/20 which is double the forecasted rate) and the additional costs of the ongoing HRA interim arrangements.

e) Question from Councillor Paul Swansborough for the Leader

Councillor Paul Swansborough asked the following question of the Leader:

“Considering there are still serious concerns by the residents of Winyates ward over the impact of increased traffic and pollution being created by the proposed Redditch Eastern Gateway, would the council leader commit to carrying out air quality monitoring in the locality of the Winyates Green Triangle and commissioning an independent traffic assessment in partnership with Worcestershire County

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Council, Warwickshire County Council and Highways England?”

The Leader responded as follows:

“Thank you for your Question.

You have not provided any evidence that the level of increased traffic will result in pollution being created.

Generally it is stationary traffic and disrupted traffic flows in close proximity to residential buildings that can contribute to poor health from air pollution.

Traffic flows well in the vicinity of the Redditch Gateway site and the new development with its highway enhancements will not alter this situation.

It would be a poor use of public resources to undertake air quality monitoring or independent traffic assessments where there is no evidence that this needs to be done.”

Councillor Paul Swansborough expressed disappointment in the response and noted that the Council had a responsibility under relevant air quality management legislation to review air quality where appropriate. Councillor Swansborough also commented that a key officer at Stratford District Council has expressed concerns about the potential impact of the development on air quality. With this in mind he questioned whether the Leader would reconsider his answer?”

The Leader responded by noting that air quality had been monitored and he stood by his answer.”

88. MOTIONS ON NOTICE (PROCEDURE RULE 11)

There were no Motions on Notice for consideration at this meeting.

89. EXECUTIVE COMMITTEE

Leisure and Cultural Services Business Case

Members noted a number of matters during a lengthy debate in respect of the Leisure and Cultural Services Business Case, including the following:

- The Options Appraisal, considered at a previous Council meeting, which had led to Members selecting a Local Authority Trading Company (LATC) as the preferred model of service delivery.

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- The feedback that had been received from residents in relation to the different options for service delivery, which had highlighted a desire for services to meet the needs of the community and for there to continue to be some Council involvement.
- The recommendations on this subject that had been proposed at a meeting of the Overview and Scrutiny Committee on 5th March. It was confirmed that the Executive Committee had deferred making a decision on these recommendations, so these needed to be determined by Council.
- On the one hand some Members raised concerns that the recommendations from Overview and Scrutiny, particularly in relation to the Shareholders Committee, were premature and would be more suitable for discussion alongside the detailed business plan in July 2018.
- On the other hand other Members suggested that the recommendations from the Overview and Scrutiny Committee would enhance the Council's authority over the LATC and ensure that this operated in line with good business practices.
- The previous work undertaken by the Provision of Leisure Services Short Sharp Review in 2015, which had concluded that provision of services by a Trust, would be the most appropriate service delivery model for the Council moving forward.
- The leisure centres in other parts of the country that had been visited by the scrutiny group.
- The work that had subsequently been undertaken by relevant officers and the Portfolio Holder for Leisure and Tourism, which had included visiting further leisure centres across the country.
- The model of service delivery for Leisure and Cultural Services that had been adopted by neighbouring authorities in Worcestershire.
- The relatively recent change to rules in respect of TECKAL companies.

Council Housing Allocations Policy 2018 Update

Following the Executive Committee meeting held on 6th March 2018 Officers had, at the request of Members, undertaken some research in respect of the potential implications of the policy for kinship carers. Based on this research Officers had concluded that it would be appropriate to include reference to kinship carers in the policy and they were therefore proposing an additional amendment to paragraph 32 of the policy. The proposed additional amendment to the policy was tabled for Members' consideration at the meeting and this amendment was as detailed in the box below:

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Kinship Care is an arrangement where a child who cannot be cared for by their parent(s) goes to live with a relative or a family friend. Those applicants who are kinship carers will have the child added to their application providing that they have official parental responsibility or are confirmed Kinship carers by Children's Social Care.

There was general consensus amongst Members that this amendment to include reference to kinship carers should be included in the policy.

Polling Places Review

Members discussed the polling places review in some detail and during this debate a number of issues were raised:

- The difficulties with providing adequate parking to voters at the locations that had been identified as possible alternative polling places in polling districts CHB and WIB.
- Accessibility problems with some of the alternative venues that had been identified as potential sites for polling stations and the difficulties that this could cause for elderly and disabled voters.
- The impact of using Willow Trees Children's Centre as a dual polling station on both children and parents.
- The Motion on Notice considered and agreed by Worcestershire County Councillors at a Council meeting at County Hall on 25th May 2017 which had called for alternative sites to schools to be used wherever possible as polling stations.
- The difficulties encountered by schools when they needed to be closed on election days and the disruption that this could cause to both pupils' education and to their parents.
- The use of portacabins as polling places in other parts of the Borough and the potential to replicate this arrangement in polling districts CHB and WIB.
- The potential for residents to vote by post and the value of promoting postal votes in order to minimise the need for parking places close to polling stations.

One Public Estate

The recommendations in respect of the One Public Estate arising from the Executive Committee meeting held on 6th March 2018 were proposed by Councillor Bill Hartnett. In proposing these

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recommendations Councillor Hartnett explained that this formed part of the Borough's 10 point plan for economic development. The documents provided outlined initial ideas at an early concept stage and there was much more work still to be undertaken. The initial plans had been worked up over a period of 18 months. The Place Partnership Ltd had produced initial ideas and, whilst Redditch Borough Council was taking a lead, a number of partner organisations had been engaged, including Worcestershire County Council, Hereford and Worcester Fire and Rescue Service, various branches of the NHS and Homes England. Subject to approval of the proposals detailed in the report, any of the ideas that were investigated further and found to be suitable would be the subject of consultation. A range of outcomes from this work were possible but the intention would be to utilise assets in the public realm to enhance the vitality and viability of Redditch town centre.

Councillor Greg Chance seconded the recommendations arising from the meeting of the Executive Committee held on 6th March 2018. In doing so he advised Members that the proposals had received support from a wide range of partner organisations. Further investigation of the proposals detailed in the Town Centre Regeneration Prospectus and One Public Estate exercise would support work on regenerating the town and enhancing economic development in the Borough. The suggested public sector hub could serve as a civic centre, though much more work was needed before any final decisions could be taken on the regeneration package moving forward.

Early in the debate in respect of the One Public Estate report an amendment was proposed by Councillor Juliet Brunner. This amendment was seconded by Councillor Brandon Clayton.

The amendment read as follows:

"Recommendation 1

The sum of £50,000 be allocated to further explore the following established concepts for the town's regeneration.

- Develop a feasibility study to bring forward costed proposals and options for the town centre's Regeneration Prospectus*
- Ensure that the study contains plans for full consultation along the timetable with both citizens and all members*
- Authority to be delegated to the Chief Executive to manage this budget in consultation with the Portfolio Holder for Planning, Regeneration, Economy and Transport and the Leader of the Opposition*

Recommendation 2

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- *Redditch local authority to be the principal means of support for the single public estate review report*

Recommendation 3

- *Any proposed business case mandated to include exploration of multiple alternative sites and uses for: the Town Hall, Council Administration Facilities, and Leisure and Culture provision. A detailed, costed business case should set out the strategic, commercial, economic, financial and management options for each proposal*
- *Final decision to be taken by Full Council following the consideration of a detailed business case by Overview and Scrutiny Committee.*
- *That further work in respect of the Town Centre regeneration prospectus and one public estate review be scrutinised to enable all members to-participate in decision making*

Recommendation 4

- *This council recognises the changing economic climate and will initiate State of the Area Debates to engage with partners, businesses and the public with a view to creating a strategic shift in the response to regeneration of the local economy and to agree the actions the council and others could put in place to drive local economic recovery. This to ensure the widest possible consultation."*

In proposing the amendment Councillor Brunner advised that she felt an amendment was needed due to her concerns about the level of consultation that had been undertaken in relation to these proposals to date, particularly in respect of elected Members' involvement. The proposals detailed in the amendment would require detailed exploration of the various options for the regeneration of the town centre and for the findings to be outlined in business cases, consultation with affected stakeholders and further exploration of the options available by a scrutiny Task Group, which would enable greater Member involvement in the process.

Councillor Brandon Clayton, in seconding the proposals detailed in the amendment, commented that this would be a measured approach to regenerating the town centre, particularly as these changes could impact for many years to come.

Members subsequently discussed the amendment in detail. During the debate Members discussed the extent to which the existing Town Centre Regeneration Prospectus and One Public Estate documentation provided sufficient detail and whether the additional work suggested in the amendment was necessary at this stage in the process. Reference was also made to the potential for Overview and Scrutiny, the Economic Theme Group and the

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Planning Advisory Panel to investigate the matter and the need to avoid causing any delays to progress.

Reference was also made to the potential use of £50,000, which featured in both the original and amended recommendation 1. The amendment called for this funding to be spent on specific tasks whereas the recommendation from the Executive Committee called for this funding to be spent on exploring further the proposals outlined in the Town Centre Regeneration Prospectus.

Following further debate the amendment was put to the vote and was defeated.

Members subsequently moved to discussing the original proposals from the Executive Committee in respect of the One Public Estate. During discussions about the matter the following points were raised:

- The need for regeneration to take place in Redditch town centre.
- The concept of a public sector hub and the proposed location of this on Church Road.
- The impact that this hub could have on footfall in both this part of the town and on Alcester Street.
- The potential conversion of Redditch Town Hall into residential units. Members noted that this was only one option for the disposal of the building should a public sector hub be introduced in the future.
- The occupancy rates in the apartments located in Threadneedle House.
- The suitability of residential properties in the town centre for those who did not drive or who had mobility problems.
- The impact of more residential properties in the town centre on the availability of parking spaces.
- The extent to which elected Members and other stakeholders would be consulted about the proposals moving forward.
- The potential for the impact of the Redditch ring road on access to the town centre to be addressed as part of the work on regenerating the town centre.

In accordance with Council Procedure Rule 17.5, the recommendations from the Executive Committee meeting held on 6th March 2018 in respect of One Public Estate were the subject the following named vote:

Members voting FOR the resolutions:

Councillors Joe Baker, Natalie Brookes, Debbie Chance, Greg Chance, John Fisher, Andrew Fry, Bill Hartnett, Pattie Hill, Mark

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Shurmer, Rachael Smith, Yvonne Smith, Jenny Wheeler, Pat Witherspoon and Nina Wood-Ford.

Members voting AGAINST the resolutions:

No Members voted against the resolutions.

Members ABSTAINING on the resolutions:

Councillors Tom Baker-Price, Roger Bennett, Juliet Brunner, David Bush, Michael Chalk, Anita Clayton, Brandon Clayton, Matthew Dormer, Gay Hopkins, Jane Potter, Gareth Prosser, Paul Swansborough and David Thain.

Accordingly the resolutions were approved.

RESOLVED that

- 1) **the minutes of the meeting of the Executive Committee held on Monday 19th February 2018 be received and adopted;**
- 2) **the minutes of the meeting of the Executive Committee held on Monday 6th March 2018 be received and all recommendations adopted subject to:**

in respect of Minute 115 (Leisure and Cultural Services Business Case) the recommendations proposed on this subject by the Overview and Scrutiny Committee at a meeting held on 5th March 2018 be rejected; and

in respect of Minute 118 (Council Housing Allocations Policy 2018 Update) the inclusion of information about Kinship Carers, as detailed in the box provided in the preamble above, be added at paragraph 32 to the policy.

90. REGULATORY COMMITTEES

The Council considered minutes from meetings of the Planning Committee held on 17th January and 14th February 2018 and the Audit, Governance and Standards Committee held on 1st February 2018.

Officers confirmed that the recommendations detailed in the minutes of the Audit, Governance and Standards Committee had already been resolved at meetings of Council, on 19th February 2018, and the Executive Committee, on 6th March 2018 respectively.

RESOLVED that

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- 1) the minutes of the meetings of the Planning Committee held on 17th January and 14th February 2018 be received an adopted; and
- 2) the minutes of the meeting of the Audit, Governance and Standards Committee held on 1st February 2018 be received and adopted.

91. GRANTS PANEL - RECOMMENDATIONS

RESOLVED that

the Grants for 2018/19 Help Me Run a Successful Voluntary Sector Business - £50k Relaunch be awarded to the Bromsgrove and Redditch Network to the value of £5,600.

92. OVERVIEW AND SCRUTINY ANNUAL REPORT 2017/18

Due to the late hour the Overview and Scrutiny Committee's Annual Report was considered in the absence of the Chair of the Committee.

RESOLVED that

the Overview and Scrutiny Annual Report 2017/18 be received and noted.

93. REVIEW OF THE PLACE PARTNERSHIP

Officers presented a report in respect of a review of the Place Partnership and highlighted the following.

- The report needed to be presented at Council for Members' consideration as a decision needed to be taken on this matter before the end of the financial year and there were no further Executive Committee meetings scheduled to take place in March.
- It had not been possible to present a report on this subject for Members' consideration prior to this date as meetings with the Place Partnership had continued to be held to discuss this matter until very recently.
- Redditch Borough Council had transferred all of the expert Property Services staff to Worcestershire County Council under shared service agreements in 2010.
- These employees had subsequently been transferred to the Place Partnership in 2015 when the company was established.
- The original business case for the Place Partnership had had a number of key objectives including cost reduction, service transformation and business growth.

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- The partnership had initially been established to operate in line with a three year business plan and all partners had been required to commit to the partnership for that length of time. Organisations could subsequently sign up to receive services from the partnership on a rolling annual basis.
- The Managing Director had presented an updated business plan covering a five year period up to 2020/21 which all partners were being asked to sign up to.
- The Place Partnership was aiming to make savings over the five year period covered by the new business plan.
- To achieve the proposed savings the Place Partnership Ltd would need to develop the business and achieve significant levels of efficiency savings.
- The Place Partnership Ltd had recognised there were some problems and had published an Improvement Plan in January 2018.
- Correspondence received from the Managing Director of the partnership in respect of the Council's future working relationship with the partnership had been provided for Members' consideration.

Following presentation of the report a number of matters were discussed in detail by Members:

- The fact that Worcester City Council was also considering its relationship with the Place Partnership Ltd.
- The financial implications of remaining a member of the partnership and the length of time that the Council would be contractually obliged to work with the partnership should the authority sign the five year business plan.
- The role of the Council as a shareholder and representation at shareholder meetings.
- The work that had been undertaken by the Place Partnership Ltd in respect of the One Public Estate exercise. Members were advised that the technical expertise of the staff was very good.
- The one day a week of officer time allocated by the Council to the Place Partnership and what this entailed. Officers explained that this Officer provided support to the Head of Customer Access and Financial Support to enable the Council to manage the authority's working relationship with the partnership.

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 discussion of the Review of the Place Partnership on the grounds that they involve the likely disclosure of exempt

Council

Monday, 19 March 2018

information as defined in paragraph 3 of Part 1 of Schedule 12 (A) of the said Act, as amended.

(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 information would be revealed relating the financial or business affairs of a particular person (including the authority holding that information).)

94. URGENT BUSINESS - RECORD OF DECISIONS

There were no urgent decisions to note.

95. URGENT BUSINESS - GENERAL (IF ANY)

There were no separate items of urgent business to consider at this meeting.

The Meeting commenced at 7.00 pm
and closed at 11.01 pm

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Election of Borough Councillors for the Wards of Redditch Borough Council Summary of Results

Date of Election : Thursday 03 May 2018

Contested Elections

Abbey

Name of Candidate	Description (if any)	Number of Votes
GRUBB Julian	The Conservative Party Candidate	767 ELECTED
HEMMING Gabrielle Louise	Green Party	50
PATEL Nayab	The Labour Party Candidate	687
SWANSBOROUGH Sandra	UK Independence Party (UKIP)	52
TAYLOR Russell Patrick	Liberal Democrat	95

Vacant Seats: 1 Electorate: 4,422 Ballot Papers Issued: 1,655 Turnout: 37.43%

Rejected Votes: No Marks: 0 Excess Marks: 2 Voter Identity: 0 Void: 3 Rejected: 0

Astwood Bank & Feckenham

Name of Candidate	Description (if any)	Number of Votes
MCDONALD David	The Labour Party Candidate	376
PRITCHARD Bernard	UK Independence Party (UKIP)	59
VENABLES Simon Edward John	Green Party	136
WARHUST Craig	The Conservative Party Candidate	1,077 ELECTED

Vacant Seats: 1 Electorate: 4,630 Ballot Papers Issued: 1,649 Turnout: 35.62%

Rejected Votes: No Marks: 0 Excess Marks: 0 Voter Identity: 0 Void: 1 Rejected: 0

Batchley & Brockhill

Name of Candidate	Description (if any)	Number of Votes
BROOKES Natalie	The Labour Party Candidate	777
HAIGH Melvyn	UK Independence Party (UKIP)	71
MONACO Gemma Louise	The Conservative Party Candidate	809 ELECTED
POUND Steven William	Green Party	68

Vacant Seats: 1 Electorate: 5,885 Ballot Papers Issued: 1,727 Turnout: 29.35%

Rejected Votes: No Marks: 0 Excess Marks: 1 Voter Identity: 0 Void: 1 Rejected: 0

Central

Name of Candidate	Description (if any)	Number of Votes
CHANCE Deborah Jennifer	The Labour Party Candidate	883 ELECTED
SWANSBOROUGH James Robert	UK Independence Party (UKIP)	60
THOMAS Diane Elizabeth	Liberal Democrat	63
WARDELL Rachel Claire	Green Party	71
WARHURST Kurt Joseph	The Conservative Party Candidate	376

Vacant Seats: 1 Electorate: 4,311 Ballot Papers Issued: 1,457 Turnout: 33.80%

Rejected Votes: No Marks: 0 Excess Marks: 2 Voter Identity: 0 Void: 1 Rejected: 0

Church Hill

Name of Candidate	Description (if any)	Number of Votes
GEE David Howard	Liberal Democrat	87
HASLAM Kathy	UK Independence Party (UKIP)	128
ROUSE Michael Thomas	The Conservative Party Candidate	766 ELECTED
WARDELL Robert Daniel	Green Party	54
WOOD-FORD Nina	The Labour Party Candidate	765

Vacant Seats: 1 Electorate: 5,795 Ballot Papers Issued: 1,802 Turnout: 31.10%

Rejected Votes: No Marks: 0 Excess Marks: 1 Voter Identity: 0 Void: 1 Rejected: 0

Crabbs Cross

Name of Candidate	Description (if any)	Number of Votes
AKBAR Salman	The Conservative Party Candidate	737 ELECTED
DAVIES Claire Mary	Green Party	133
FRY Monica Millicent	The Labour Party Candidate	398
GEE Pamela Ann	Liberal Democrat	75
HARRISON Christopher	UK Independence Party (UKIP)	130

Vacant Seats: 1 Electorate: 4,433 Ballot Papers Issued: 1,476 Turnout: 33.30%

Rejected Votes: No Marks: 0 Excess Marks: 1 Voter Identity: 0 Void: 2 Rejected: 0

Greenlands

Name of Candidate	Description (if any)	Number of Votes
CHECKLEY David	The Conservative Party Candidate	556
KING Wanda	The Labour Party Candidate	762 ELECTED
PITT Anthony	Liberal Democrat	108
PRESTON Scott	UK Independence Party (UKIP)	95
WHITE Rylma Elaine	Green Party	74

Vacant Seats: 1 Electorate: 6,527 Ballot Papers Issued: 1,598 Turnout: 24.48%

Rejected Votes: No Marks: 0 Excess Marks: 1 Voter Identity: 0 Void: 2 Rejected: 0

Headless Cross & Oakenshaw

Name of Candidate	Description (if any)	Number of Votes
BEECHAM Joanne	The Conservative Party Candidate	1,128 ELECTED
BERRY Philip Stuart	The Labour Party Candidate	780
MAGNER Trevor Alec	UK Independence Party (UKIP)	151
WAUGH Alistair Derek	Green Party	151

Vacant Seats: 1 Electorate: 6,468 Ballot Papers Issued: 2,216 Turnout: 34.26%

Rejected Votes: No Marks: 0 Excess Marks: 0 Voter Identity: 0 Void: 6 Rejected: 0

Lodge Park

Name of Candidate	Description (if any)	Number of Votes
BLAKE Trevor	UK Independence Party (UKIP)	85
FRY Andrew	The Labour Party Candidate	610 ELECTED
HOUSLIP Nicolas	The Conservative Party Candidate	306
WEBSTER Ian David	Liberal Democrat	42
WHITE Kevin	Green Party	56

Vacant Seats: 1 Electorate: 3,711 Ballot Papers Issued: 1,099 Turnout: 29.61%

Rejected Votes: No Marks: 0 Excess Marks: 0 Voter Identity: 0 Void: 0 Rejected: 0

Winyates

Name of Candidate	Description (if any)	Number of Votes
DAY Angela Mary	Green Party	80
HEANEY James Raymond	The Labour Party Candidate	627
LOVELL Anthony	The Conservative Party Candidate	857 ELECTED
SWANSBOROUGH Paul James	UK Independence Party (UKIP)	493
WINDHEUSER Johann Paul	Liberal Democrat	66

Vacant Seats: 1 Electorate: 6,035 Ballot Papers Issued: 2,127 Turnout: 35.24%

Rejected Votes: No Marks: 0 Excess Marks: 3 Voter Identity: 0 Void: 1 Rejected: 0

Totals for District Election

Ballot Papers Issued	=	16,806	Votes Cast	=	16,777
Electorate	=	52,217	Votes Rejected	=	29
Turnout %	=	32.18 %			

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REDDITCH BOROUGH COUNCIL**Annual Meeting
of the Council**

21st May 2018

APPOINTMENT OF COMMITTEES ETC.

Relevant Portfolio Holder	N/A
Portfolio Holder Consulted	Yes
Relevant Head of Service	Claire Felton, Head of Legal, Equalities and Democratic Services
Ward(s) Affected	All
Ward Councillor(s) Consulted	N/A
Key Decision / Non-Key Decision	Non key

1. SUMMARY OF PROPOSALS

- 1.1 This report sets out the proposed political balance of the Council's Committees and seeks the Council's agreement to these.
- 1.2 Once the Council has agreed the political balance, the Leaders of each of the Political Groups on the Council can nominate to the places on each for their group. Councillors who are not members of a political group are appointed to Committees by the Council.
- 1.3 The Council also makes appointments to other bodies which are not required to be politically balanced. These are listed in the appendix.

2. RECOMMENDATIONS

The Council is requested to **RESOLVE** that

- 1) the Political balance of the Committees of the Council be agreed as set out in paragraph 3.5;
- 2) the arrangement where the seats on the Overview and Scrutiny Committee are not allocated in accordance with the political balance requirements be continued;
- 3) the arrangement where the seats on the Crime and Disorder Scrutiny Panel are not allocated in accordance with the political balance requirements be continued;
- 4) appointments by political group leaders to the places on each Committee etc. be noted;
- 5) the Council appoints Chairs and Vice-Chairs to the Committees and other bodies as set out in Appendix 1;
- 6) appointments to Working Groups and other bodies listed in the appendix be agreed; and

Annual Meeting of the Council

21st May 2018

- 7) the terms of reference for the Committees as set out at Appendix 2 be confirmed.

3. KEY ISSUES

Financial Implications

- 3.1 There are no financial implications arising from this report. The level of Members' allowances, based on the current number of positions as set out in this report, has been agreed previously by the Council.

Legal Implications

- 3.2 With the exception of the Executive Committee, the Council is required by law and / or its own constitution to allocate places on its main Committees in accordance with its political make-up and to approve the Committee terms of reference. The main requirements are that:
- the number of seats on each Committee allocated to each Political Group reflects the proportion it holds of the total number of seats on the Council;
 - the Group with the majority of seats on the Council should hold the majority of seats on each Committee.
- 3.3 The definition of a Political Group for these purposes is that it has a minimum of 2 members. The composition of the Council is 17 Conservative and 12 Labour.
- 3.4 The Council is able to decide not to allocate places in accordance with political balance and has done this for the Overview and Scrutiny Committee for a number of years. The convention is that the Members who take the majority of seats on the Committee are not from the controlling political group. However, this decision can only take effect if no Councillor votes against it. A similar arrangement has been made for the Crime and Disorder Scrutiny Panel, which is a sub-committee of Overview and Scrutiny Committee.
- 3.5 The table overleaf shows the political balance based on current sizes of Committees:

REDDITCH BOROUGH COUNCIL**Annual Meeting
of the Council**

21st May 2018

Committee	Total places	Conservative Group Places – entitled to 31	Labour Group Places – entitled to 22
Audit, Governance & Standards	9	5 (5.28)	4 (3.72)
Licensing	11	6 (6.45)	5 (4.55)
Planning	9	5 (5.28)	4 (3.72)
Overview and Scrutiny	9	5 (5.28) Take 4*	4 (3.72) Take 5*
Crime and Disorder Panel	5	3 (2.93) Take 2*	2 (2.07) Take 3*
Employment Appeals Committee	5	3 (2.93)	2 (2.07)
Statutory Officers Disciplinary Panel	5	3 (2.93)	2 (2.07)
Total	53	Mathematical calculation results in 30 places	Mathematical calculation results in 23 places.

* Members are asked to note that if, as in previous years, Members choose to suspend the political balance arrangements for the Overview and Scrutiny Committee and Crime and Disorder Scrutiny Panel these will be the allocated places.

Service / Operational Implications

- 3.6 Once the Council has agreed the allocation of seats to the main Committees, the leaders of each political group will nominate members to fill them so that the business of the Council can continue to run smoothly. It is planned to have a list of the nominations available for noting at the Council meeting.

Customer / Equalities and Diversity Implications

- 3.7 There are no specific implications arising from this report.

Annual Meeting of the Council

21st May 2018

4. RISK MANAGEMENT

There are no specific high level risks arising from this report.

5. APPENDICES

Appendix 1 - List of Committees and other bodies for appointment.

Appendix 2 – Committee Terms of Reference

6. BACKGROUND PAPERS

None

AUTHOR OF REPORT

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Tel.: 01527 64252 Ext: 3268

**Annual Meeting
of the Council****Appendix 1**21st May 2018

**Nominations and Appointments to Offices,
Committees, Sub-Committees etc.**

Committee / Sub-Committee etc.	Size (Members)	Conservative	Labour
Audit, Governance and Standards Committee	9	5	4
Licensing Committee (note the sub-committees are now selected from the committee membership)	11	6	5
Planning Committee (A pool of named substitutes would be welcomed for this Committee from both groups)	9	5	4
Overview and Scrutiny Committee (The numbers listed assume Members will agree not to appoint to this Committee in accordance with political balance requirements as agreed in previous years. Should Members decide to apply the political balance the Conservatives are allocated 5 seats and Labour 4 seats)	9	4	5

Annual Meeting of the Council

Appendix 1

21st May 2018

Committee / Sub-Committee etc.	Size (Members)	Conservative	Labour
Crime and Disorder Scrutiny Panel (The numbers listed assume Members will agree not to appoint to this Committee in accordance with political balance requirements as agreed in previous years. Should Members decide to apply the political balance the Conservatives are allocated 3 seats and Labour 2 seats)	5	2	3
Employment Appeals Committee (A pool of nominated members from both groups would be welcomed for this Committee, in line with national best practice)	5	3	2
Corporate Health, Safety and Welfare Committee	1	1 Member	-
Shared Services Board	4	3 Members	1 Member
Members' Support Steering Group	5	3 Members	2 Members
Worcestershire Shared Services Joint Committee	2 (+ 2 subs)	1 Member	1 Member

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of the Council****Appendix 1**21st May 2018

Committee / Sub-Committee etc.	Size (Members)	Conservative	Labour
Planning Advisory Panel	5	3 Members	2 Members
Constitutional Review Working Party	5	3 Members	2 Members
Grants Panel	5	3 Members	2 Members
Holocaust Memorial Steering Group	5	3 Members	2 Members
Redditch Matters Editorial Panel	3	2 Members	1 Member

Scrutiny Groups**(Political proportionality not required)**

Working Group / Task Group / Short Sharp Review	Size (Members)	Labour	Conservative
Budget Scrutiny Working Group	5 (maximum)		
Care Leavers Scrutiny Task Group	5 (maximum)		
Performance Scrutiny Working Group	5 (maximum)		

The Chairs of every scrutiny Working Group and scrutiny Task Group must be Members of the Overview and Scrutiny Committee.

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Appendix 2**AUDIT, GOVERNANCE AND STANDARDS COMMITTEE TERMS OF REFERENCE**

Number of members	9 Councillors
Number of Co-opted, non-voting members	<p>1 Independent non-voting Member for the purpose of Audit and Governance.</p> <p>1 Parish Representative, who may not also be a Borough Councillor, for the purpose of Standards.</p>
Politically Balanced Y/N	Y
Quorum	4 (to include at least one member of the Majority Group)
Procedure Rules applicable	Council Procedure Rules (with the exception of Council Procedure Rules 1-4, 10, 14, 18.2, 20.1 and 22)
Chair	The Chair and Vice-Chair of the Committee and any of its Sub-Committees will be a Borough Councillor.
Special provisions as to the Chair	For the sake of independence, the Chair and Vice-Chair shall not be a member of the controlling political group.
Terms of Reference	<p><u>Audit and Governance</u> <u>Internal and External Audit</u></p> <p>a. To review and monitor the annual audit plans of both the internal and external auditors.</p> <p>b. To receive and comment upon the external auditors' reports.</p> <p>c. To monitor the adequacy and effectiveness of the Council's system of internal control by</p>

Appendix 2

	<p>ensuring that an adequate and effective system of internal financial controls is maintained, that financial procedures are regularly reviewed.</p> <ul style="list-style-type: none"> d. To consider, monitor and review the Council's overall corporate governance arrangements. e. To enhance the profile, status and authority of the internal audit function which will demonstrate its independence. f. To focus audit resources by agreeing, and periodically reviewing, audit plans and monitoring delivery of the audit service. g. To receive and consider such internal audit reports that the Chair and/or Deputy Chief Executive considers necessary. <p><u>Risk</u></p> <ul style="list-style-type: none"> h. To consider, monitor and review the effectiveness of the Council's risk strategies, policies and management arrangements and seek assurances that action is being taken to address identified risk related issues. <p><u>Finance and Value for Money</u></p> <ul style="list-style-type: none"> i. To consider and approve the Council's Annual Statements of Accounts. j. To consider any report from the Internal Audit Manager in pursuance of Financial Regulations. k. To ensure good stewardship of the Council's resources and assist the Council to achieve value for money in the provision of its services. l. To keep under review, and make recommendations on, proposed amendments to Financial Regulations. m. To consider and make recommendations if appropriate on, the Annual Governance Statement. <p><u>Standards</u></p> <ul style="list-style-type: none"> n. To promote and maintain high standards of conduct by Councillors and any co-opted members of Council bodies. o. To assist the Councillors and co-opted
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Appendix 2

	<p>members to observe the Members' Code of Conduct.</p> <ul style="list-style-type: none"> p. To advise the Council on the adoption or revision of the Members' Code of Conduct. q. To monitor the operation of the Members' Code of Conduct. r. To advise, train or arrange to train Councillors and co-opted members on matters relating to the Members' Code of Conduct. s. To grant dispensations to Councillors and co-opted members from requirements relating to interests set out in the Members' Code of Conduct. t. To deal with any report from the Monitoring Officer following an investigation into a complaint concerning the Members' Code of Conduct. u. To consider and determine allegations that a Councillor or co-opted Councillor may have failed to follow the Code of Conduct and where a breach of the Code is established making recommendations as to any sanctions to the appropriate person or body. v. The exercise of t – u above in relation to the Parish Councils in the Council's area and the members of those parish Councils. w. To monitor and review the operation of the Member Officer Relations Protocol.
Special provisions as to membership	<p>The Committee to comprise elected Members representing all interests of the Authority, preferably with relevant areas of expertise, where possible (such areas as accountancy, audit, business and commerce.)</p> <p>Can be members of the Executive Committee, but Party Group Leaders may not be, or act as substitutes for, members of the Committee.</p>

Appendix 2**CRIME & DISORDER SCRUTINY PANEL**

Number of Members	5
Politically Balanced Y/N	N (by annual <u>Council resolution to vary</u>)
Quorum	3
Procedure Rules applicable	Council Procedure Rules (with the exception of Council Procedure Rules 1-4, 10, 14, 18.2, 20.1 and 22)
Terms of Reference	<ul style="list-style-type: none"> a. to hold the Redditch Community Safety Partnership to account for its decision making; b. to scrutinise the performance of the Redditch Community Safety Partnership; c. to undertake policy reviews of specific crime and disorder issues; d. to highlight and challenge people's perceptions of crime and disorder in the local area; e. to undertake community engagement and consultation to establish local people's priorities for crime and disorder issues; and f. to promote the positive work of the Redditch Community Safety Partnership.
Provisions relating to appointment of Chair	<p>The Chair of the Panel will be a member of a political group not forming part of the ruling administration. The Chair will also be a member of the parent Overview and Scrutiny Committee.</p> <p>Cannot be members of the Executive</p>

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	Committee.
Special provisions as to membership	Training is highly recommended for members who sit on the Crime & Disorder Scrutiny Panel.

Appendix 2**EMPLOYMENT APPEALS COMMITTEE**

Number of members	5
Politically Balanced Y/N	Y
Quorum	3
Procedure Rules applicable	Council Procedure Rules (with the exception of Council Procedure Rules 1-4, 10, 14, 18.2, 20.1 and 22). Quasi-Judicial Meeting Rules apply.
Terms of Reference	To consider appeals against dismissal, grading and grievances by employees of the Council.
Special provisions as to the Chair	None
Special provisions as to membership	<p>Only those Councillors who have undertaken appropriate training * may sit on the Appeals Panel.</p> <p><i>* Quasi-Judicial meetings training.</i></p>

Appendix 2**EXECUTIVE COMMITTEE**

Number of Members	9, including the Leader and the Deputy Leader
Politically Balanced Y/N	N
Quorum	4
Procedure Rules applicable	Executive Committee Procedure Rules
Terms of Reference	To carry out all the Council's functions which are not the responsibility of any other part of the Council, whether by law or under this Constitution.
Special rules as to the Chair	The Leader to preside; in his/her absence the Deputy Leader to preside
Whipping arrangements	N/A
Special Provisions as to membership	Cannot be members of the Overview and Scrutiny Committee. Named substitutes not permitted.

Appendix 2**LICENSING COMMITTEE**

Number of Members	11
Politically Balanced Y/N	Y
Quorum	3
Procedure Rules applicable	Council Procedure Rules (with the exception of Council Procedure Rules 1-4, 10, 14, 19.1, 19.2 and 21)
Terms of Reference	Functions relating to the Licensing Act 2003 (Premises and Personal Licences), the Gambling Act 2005, and miscellaneous other licensing and enforcement matters.
Special provisions as to the Chair	None
Whipping arrangements	N/A
Special provisions as to membership	None

Appendix 2**LICENSING SUB-COMMITTEE A****LICENSING SUB-COMMITTEE - Personal/Premises/Gambling Act
Parent Committee – Licensing Committee**

Number of Members	3 members of the Licensing Committee <i>Membership to be agreed by Officers, in consultation with the Chair, as required per application and to include a 4th reserve member.</i>
Politically Balanced Y/N	N
Quorum	3
Procedure Rules applicable	Council Procedure Rules (with the exception of Council Procedure Rules 1-4, 10, 14, 18.2, 20.1 and 22). Quasi-judicial meetings rules apply.
Terms of Reference	To determine applications referred to it arising from the Licensing Act 2003, the Gambling Act 2005 and the Scrap Metal Dealers Act 2013.
Special provisions as to the Chair	None – the Chair to be elected for each meeting of the Sub-Committee.
Special provisions as to membership	Only those Councillors who have undertaken *appropriate training may sit on the Licensing Sub-Committee. <i>*Quasi-Judicial meetings training / Licensing and Gambling Act requirements training.</i>

Appendix 2**LICENSING SUB-COMMITTEE B****Taxis/sex establishments/other****Parent Committee – Licensing Committee**

Number of Members	3 members of the Licensing Committee <i>Membership to be agreed by Officers, in consultation with the Chair, as required per application and to include a 4th reserve member.</i>
Politically Balanced Y/N	N
Quorum	3
Procedure Rules applicable	Council Procedure Rules (with the exception of Council Procedure Rules 1-4, 10, 14, 18.2, 20.1 and 22). Quasi-judicial meetings rules apply.
Terms of Reference	To determine all matters referred to it including (but not limited to):- (1) private hire and hackney carriage driver, operator and vehicle licensing; (2) street trading consents; (3) sex shop applications; (4) pet shop licences; (5) animal boarding licences; (6) riding establishment licences.
Special provisions as to the Chair	Chair or Vice-Chair of the Licensing (Parent) Committee.
Special provisions as to membership	Only those Councillors who have undertaken *appropriate training may sit on the Licensing Sub-Committee. <i>*Quasi-Judicial meetings training..</i>

Appendix 2**OVERVIEW AND SCRUTINY COMMITTEE**

Number of Members	9 Members of the Overview and Scrutiny Committee, or of any of its Task and Finish Groups, shall not be members of the Executive Committee.
Politically Balanced Y/N	Currently N (by annual <u>Council resolution to vary</u>)
Quorum	3
Procedure Rules applicable	Overview and Scrutiny Procedure Rules and Council Procedure Rules (with the exception of Council Procedure Rules 1-4, 10, 14, 18.2, 20.1 and 22).
Terms of Reference	<ul style="list-style-type: none"> a. agree the scrutiny programme and the terms of reference for each scrutiny; b. establish time limited Task and Finish Groups to investigate issues in depth; or itself undertake selected reviews; c. agree reports prepared by the Task and Finish Groups; d. act as an interface with the Executive Committee; e. receive, comment and advise on the Council's policy framework such as the Corporate Plan and on other major policies; f. have responsibility for budget scrutiny and performance management scrutiny issues (with Task and Finish Groups established as necessary to take up any detailed work over the year); g. review and /or scrutinise decisions made or actions taken in connection with the discharge of any of the Council's functions whether or not the responsibility of the Executive Committee; h. exercise the right to call in, for reconsideration of decisions made but not yet implemented by the Executive Committee; i. decide how to deal with call ins (with Task and Finish Groups established as necessary to take

Appendix 2

	<p>up any detailed work);</p> <p>j. Undertake the role of a Crime and Disorder Overview and Scrutiny Committee under the Police and Justice Act 2006 through the Crime and Disorder Scrutiny Panel, a Sub Committee of the main Committee;</p> <p>k. Establish arrangements for any review of the performance of relevant external organisations which impact on the Council's functions and services and submit reports after comment, as appropriate, by the Executive and external organisations, to the Council;</p> <p>l. Monitor the quality of scrutinies;</p> <p>m. Monitor the implementation of any scrutiny recommendations accepted by the Executive Committee; and</p> <p>n. Oversee the development of Member skills and competencies in scrutiny.</p>
Special provisions as to the Chair	The Chair and Vice-Chair will be a Member of a political group not forming part of the ruling administration.
Whipping arrangements	When considering any matter in respect of which a member of the Overview Committee is subject to a party whip, the Councillor must declare the existence of the whip, and the nature of it before the commencement of the Overview Committee's deliberations on the matter. The declaration, and the detail of the whipping arrangements, shall be recorded in the minutes of the meeting.
Special provisions as to membership	All Councillors except members of the Executive Committee may be Overview and Scrutiny members. However, no Member may be involved in scrutinising a decision in which he / she has been directly involved.

Appendix 2**PLANNING COMMITTEE**

Number of Members	9
Politically Balanced Y/N	Y
Quorum	3
Procedure Rules applicable	Planning Procedure Rules and Council Procedure Rules (with the exception of Council Procedure Rules 1-4, 10, 14, 18.2, 20.1 and 22).
Terms of Reference	<ol style="list-style-type: none"> 1. To exercise all powers and duties of the Council on all matters relating to development control, including but not limited to:- <ol style="list-style-type: none"> a. considering and determining applications for planning permission b. enforcement of planning control c. building preservation, Listed Buildings and Conservation areas d. Tree preservation orders e. Control of advertisements f. Footpath diversion orders under the Town and Country Planning legislation g. Certificates of Lawfulness 2. To comment on proposals for development submitted by Worcestershire County Council and other public authorities 3. To determine High Hedges applications in accordance with Part 8 of the Anti-Social Behaviour Act 2003
Special provisions as to the Chair	The Chair and the Vice-Chair, if members of the controlling Party Group, shall not be members of the Executive Committee.

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Special provisions as to membership	Only those Councillors who have undertaken appropriate training as agreed by the Member Support Steering Group may sit on the Planning Committee.
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Appendix 2**STANDARDS HEARINGS SUB-COMMITTEES****(Parent Committee – Audit, Governance and Standards Committee)**

Number of Members	3 The Audit, Governance and Standards Committee may from time to time determine procedures for membership of its sub-committees.
Politically Balanced Y/N	N
Quorum	3
Procedure Rules applicable	Council Procedure Rules (with the exception of Council Procedure Rules 1-4, 10, 14, 18.2, 20.1 and 22)
Terms of Reference	To carry out assessment of allegations that a Borough Councillor or co-opted Parish Councillor with voting rights may have failed to follow the Code of Conduct.
Chair	A member of the Audit, Governance and Standards Committee. When assessing a complaint, the Chair will not be from the same political group as the Councillor who is the subject of the complaint.
Whipping arrangements	N/A
Substitutes	The Audit, Governance and Standards Committee may from time to time determine procedures for substitution at meetings of the Standards Hearings Sub-Committees.
Special provisions as to membership	Only those Councillors who have undertaken *appropriate training may sit on the Standards Hearings Sub-Committees. * <i>Specific Standards Hearing-related training.</i>

Appendix 2**STATUTORY OFFICERS DISCIPLINARY ACTION PANEL**

Number of Members	8 made up of 5 Borough Council Members, 2 Independent Persons with voting rights and the Leader of Bromsgrove District Council as co-optee
Politically Balanced Y/N	Y
Quorum	7
Procedure Rules applicable	Officer Employment Procedure Rules (incorporating the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015) and applicable Council Procedure Rules
Terms of Reference	In relation to disciplinary action affecting the statutory posts of head of the authority's paid service, monitoring officer and chief finance officer, to consider the issues, including the conclusions of any investigation, and make recommendations to Full Council as to dismissal or alternative action.
Special provisions as to the Chairman	None
Officer attendance	When meeting to determine an issue relating to disciplinary action the committee will be supported by independent external legal advisors.
Special provisions as to membership	The shared service arrangements between Bromsgrove District and Redditch Borough Councils require the Chief Executive, Monitoring Officer, Section 151 officer and other Chief Officers to carry out work for both authorities. In the light of this the Leader of Bromsgrove District Council will be co-opted onto the Committee as a non-voting member.

Appendix 2

	Only those Councillors who have undertaken appropriate training may sit on the Statutory Officers Disciplinary Action Panel.
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REDDITCH BOROUGH COUNCIL**Annual Meeting
of the Council****21st May 2018****APPOINTMENT TO OUTSIDE BODIES**

Relevant Portfolio Holder	N/A
Portfolio Holder Consulted	N/A
Relevant Head of Service	Claire Felton, Head of Legal, Equalities and Democratic Services
Ward(s) Affected	All
Ward Councillor(s) Consulted	N/A
Key Decision / Non-Key Decision	Non key

1. SUMMARY OF PROPOSALS

- 1.1 This report sets out proposed appointments to outside bodies and seeks nominations accordingly.

2. RECOMMENDATIONS

It is recommended that the Council makes appointments to the bodies listed in the appendix to the report.

3. KEY ISSUES**Financial Implications**

- 3.1 There are no financial implications arising from this report.

Legal Implications

- 3.2 No specific legislation governs the appointment or nomination of members to outside bodies by the Council. Depending on the nature of the relationship the Council has with the organisation, the legal status of the organisation, its corporate, charity or other status and its constitution, there are differing legal implications for the members sitting on these bodies.
- 3.3 The Local Authorities (Indemnities for Members and Officers) Order 2004 governs the Council's ability to indemnify members sitting on outside bodies

Service / Operational Implications

- 3.4 A number of bodies ask the Council to make appointments to them for terms of office which vary from one year upwards.

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- 3.5 Some of these appointments, usually to national or regional bodies, are usually made by office. Where there are specific requirements for appointments these are shown against the organisations in the appendix.
- 3.6 Members are asked to note that there is one additional outside body that has been added to the list at Appendix 1, namely the Redditch Eastern Gateway Steering Group. The Redditch Children's Centres Advisory Board has been disbanded by Worcestershire County Council, and this outside body has been removed from Appendix 1. Officers have been informed that this decision was taken in light of the many changes to Children's Centre Services locally and nationally.
- 3.7 For ease of reference the list at Appendix 1 includes all the outside bodies to which appointments are required to be made at the Annual Meeting of Council. There are some additional bodies that have been omitted from the list because the appointment(s) have already been made and no further nominations are needed for 2018/19.

Customer / Equalities and Diversity Implications

- 3.8 There are no specific customer or equalities implications arising from this report.

4. RISK MANAGEMENT

There would be risks arising if the Council failed to make appointments to the Outside Bodies listed in this report; the nature of the risk would vary depending on the type of body in question. The Council needs to participate in certain Outside Bodies to ensure that existing governance arrangements can be complied with. On other bodies the risk would be less severe but non-participation would detract from the Council's ability to shape and influence policies and activities which affect the residents of Redditch.

5. APPENDICES

Appendix 1 - list of Outside bodies.

6. BACKGROUND PAPERS

Details of the various organisations referred to are held by Democratic Services. A protocol for appointments to outside bodies, Part 27 of the constitution, gives advice for councillors appointed.

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BOROUGH COUNCIL REPRESENTATIVES ON OUTSIDE BODIES – NOMINATIONS FOR 2017/2018

STRATEGIC APPOINTMENTS – TO NOTE:

Body	2017/2018 Representative(s)	Notes / Terms	Nominees for 2018/2019
Local Government Association	Cllr B Hartnett	1 Representative (usually Leader) must be a Councillor Term : 1 year No liability issues identified.	
West Mercia Police and Crime Panel	Cllr J Baker Sub: Cllr B Hartnett	1 representative (Relevant Portfolio Holder) and 1 substitute Term: 1 year No liability issues identified	
West Midlands Employers	Cllr J Fisher Sub: Cllr P Witherspoon	1 Nominated Representative. Either Relevant Portfolio Holder responsible for Resources and / or Employment or alternatively, the Leader of the Council. Term: To each RBC AGM No liability issues envisaged.	
Assembly of the District Councils' Network	Cllr B Hartnett (as Leader of the Council)	1 Nomination To represent the Council on the Assembly of this body which is a voice for District Councils within the Local Government Association. The Assembly of the DCN comprises the Leaders of the Member Authorities or equivalent. Term : 1 year No liability issues identified.	
Greater Birmingham and Solihull Local Enterprise Partnership (GBSLEP)	Cllr G Chance Redditch BC Sub: Cllr I Hardiman, Wyre Forest DC	1 (plus 1 Substitute) representing the 3 North Worcestershire District Councils.	

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GBSLEP – Joint Committee (Local Supervisory Board)	Cllr B Hartnett Leader Ex-officio for Redditch BC Cllr G Chance Deputy Leader Ex-officio for Redditch BC	1 Member (Leader) from each constituent Authority plus substitute	
GBSLEP - Local Enterprise Partnership - EU Structural and Investment Fund Strategy Committee (ESIF)	Councillor I Hardiman (Wyre Forest) Sub: Dean Piper, North Worcs Economic Development & Regeneration (NWEDR)	1 Representative and 1 Substitute from the three North Worcestershire Districts.	
Worcestershire Local Enterprise Partnership (LEP)	Councillor K May Bromsgrove District Council Sub: Leader or relevant Executive Committee Member from Redditch or Wyre Forest	1 representative on behalf of the 3 North Worcestershire authorities – required by LEP constitution. Plus 1 substitute	
Worcestershire Local Transport Board (WLTB)	Councillor I Hardiman (Wyre Forest) Councillor G Chance (Redditch)	2 representatives from North Worcestershire Councils plus one substitute. 2 representatives not to be drawn from the Council supplying the “main” representative on Worcestershire LEP	

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Worcestershire Local Enterprise Partnership - EU Structural and Investment Fund Strategy Committee (ESIF)	Councillor I Hardiman (Wyre Forest) Sub: Dean Piper, NWEDR	1 representative from the North Worcestershire Councils and 1 substitute	
Corporate Parenting Steering Group (Worcestershire County Council)	Cllr J Baker	1 RBC Representative (elected) <u>Must be relevant Portfolio Holder</u> Until next RBC Annual Meeting. (Monthly meetings – approx. 2 hrs each time – generally Friday mornings – 9.30a.m. start) No liability issues identified.	
Redditch Partnership (Local Strategic Partnership)	Cllr Hartnett Leader by Office	1 Member Representative Leader Term : 1 year No liability issues identified.	
Redditch Partnership Economic Theme Group (formerly an Executive Panel)	Cllr B Hartnett Cllr G Chance Cllr J Brunner	3 representatives required, all by office: <ul style="list-style-type: none"> • Leader • Economic Development Portfolio Holder • Shadow Economic Development Portfolio Holder 	
North Worcestershire Community Safety Partnership	Cllr J Baker	1 representative and one named substitute Term: 1 year Terms of Reference indicate the representative should be the relevant Portfolio Holder. Each district Council has a place on the Partnership Board as an Invitee to Participate. No liability issues identified.	

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Waste Management Board (Lead Officer – Guy Revans)	Cllr D Chance (as relevant Portfolio Holder)	1 representative Representative must be a Councillor and relevant Portfolio Holder Term : 1 year <u>Note: Meets Friday mornings - 4 times per year</u> No liability issues identified	
Worcestershire Health and Wellbeing Board	Cllr M Sherrey, Bromsgrove DC Sub: Councillor C Rogers (Wyre Forest)	1 representative and 1 substitute from North Worcestershire Councils	
Health Improvement Group	Councillor B Hartnett Sub: Cllr P Witherspoon	1 RBC Representative (Elected) Relevant Portfolio	
Place Partnership	Cllr J Fisher (Relevant Portfolio Holder) Kevin Dicks – Chief Executive	1 RBC Elected Member representative <u>Must be relevant Portfolio Holder (function to include Corporate Property Management)</u> 1 Officer Representative - Chief Executive Appointments by Office. Both representatives are able to nominate substitutes to attend Shareholder meetings in their absence.	
West Midlands Combined Authority Board	Cllr B Hartnett Sub: Cllr P Witherspoon	1 nomination and one substitute Leader by office	
West Midlands Combined Authority Housing and Land Delivery Board	Cllr M Shurmer (Relevant Portfolio) November 2017	1 RBC Representative (Elected) Relevant Portfolio <u>Must be relevant Portfolio Holder (function to include Housing and/or Land Use)</u>	

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LOCAL APPOINTMENTS

West Midlands Combined Authority Audit Committee	Cllr J Fisher Sub: Cllr M Shurmer	1 nomination and one substitute Must be members of the majority group	
West Midlands Combined Authority Overview and Scrutiny Committee	Cllr N Wood-Ford Sub: Cllr J Wheeler	1 nomination and one substitute Must be members of the majority group and ideally members of O&S	
Greater Birmingham & Solihull Local Enterprise Partnership (GBSLEP) – Joint Scrutiny Board	Cllr P Witherspoon Cllr M Shurmer (alternate)	1 representative and 1 substitute Term: 1 year	
Health Overview and Scrutiny Committee (Worcestershire County Council)	Cllr N Wood-Ford	1 representative (Must be a member of Redditch Borough Council's Overview and Scrutiny Committee). Term: 1 year. Comprises 8 County Councillors and 6 District Councillors who scrutinise the local NHS and are consulted by the NHS on any proposed substantial changes to local health services. Liability issues <u>unlikely to be an issue</u> .	
Redditch Highways & Transportation Forum Members Discussion Group (Worcestershire County Council)	Cllr P Witherspoon Cllr M Chalk	Up to 2 Representatives (Must be Councillors) Term: To RBC AGM Role is that of non-voting observers only. No liability issues identified.	

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Worcestershire Local Access Forum (Worcestershire County Council)	<p>Cllr P Witherspoon Membership comprises 1 County Council Member; one Member from North District Councils and one Member from the Southern Districts</p> <p>Bromsgrove DC do not participate.</p>	<p>1 nomination from north Worcestershire District Councils (must be a Councillor)</p> <p>Term : 1 year (<u>Note</u>: Would be beneficial if the representative had a keen interest in countryside access and recreation issues.)</p> <p>Liability issues to be determined. No information to hand at present time. <u>Unlikely to be an issue.</u></p>	
Redditch Eastern Gateway Steering Group (Contact Officer Simon Jones)	New 2018	<p>1 Representative to be a ward member for Winyates Ward</p> <p>Term : 1 year</p> <p>Group of local stakeholders set up by Stratford on Avon District Council to consider proposals regarding the Eastern Gateway Development as to reserved matters and routing strategy/survey. No liability issues identified.</p>	
Town Centre Partnership (Lead Officer – Lyndsey Berry)	<p>Cllr J Wheeler Cllr A Clayton</p>	<p>2 Representatives (must be Councillors – one from each Political Group)</p> <p>Term : 1 year</p> <p>No liability issues identified.</p>	
Citizens Advice Bromsgrove and Redditch	<p>New 2016 2017 No appointments made</p>	<p>1 representative and 1 substitute</p> <p>Appointments will be trustees of the CAB which is a charitable company limited by guarantee</p> <p>Term: 3 years</p>	

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Disability Action Redditch	Cllr N Brookes Cllr G Prosser	2 Representatives Must be Councillors Term : 1 year Advised advisory and representative only, no decision-making role. No liability issues identified.	
Redditch Co-operative Homes	Cllrs P Witherspoon, B Hartnett, A Pulsford (and one vacancy)	4 Nominations (must be Councillors) Term : 1 year Nature of representation: to primarily represent the Organisation and not the Borough Council. Notified in 2014 that only 4 nominations were now required Liability appears to be limited providing there are no breaches of duty or trust.	
Redditch One World Link Executive Committee	Cllrs R Smith and N Brookes	2 Councillors (Nominations should not include the Mayor who is a Member ex-officio*). Term : 1 year Liability appears to be limited, provided there are no breaches of duty or trust.	

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<p>St Stephen's Church, Redditch Project Group</p> <p>(Lead Officer – Lyndsey Berry)</p>	<p>Cllr P Witherspoon</p>	<p>1 Member Representative (Must be a Councillor)</p> <p>Term: not specified by Group but suggest AGM to AGM. Day time meetings.</p> <p>Full nature of role and issues of liability not determined. Advised in 2010 the Group was seeking legal advice regarding measures to indemnify Project Group members. No update received to date.</p>	
<p>PATROL Traffic Penalty Tribunal (Civil Parking Enforcement)</p>	<p>Cllr Baker</p>	<p>1 Representative plus 1 Deputy (must be Councillors)</p> <p>Term: AGM to AGM</p> <p>No liabilities identified / unlikely to be any liabilities.</p>	
<p>'Where Next' Association</p>	<p>Cllr W King Cllr M Dormer</p>	<p>2 Representative must be Councillors – <i>2 places variation previously agreed</i></p> <p>Term : 1 year to Council's AGM</p> <p>Nature of representation: to represent the Borough Council. Liability appears to be limited.</p>	
<p>Tardebigge Relieve in Need and Sickness Charities</p>	<p>Cllr D Thain To AGM 2018</p>	<p>2 Representatives, but only one position to appoint to at this meeting.</p> <p>(Must be Councillors)</p> <p>Term: 4 years</p> <p>The charities are governed in accordance with the Charity Commission Scheme and strict rules apply.</p>	

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NOTES:

- 1) This list does not include all Council appointments to outside bodies, since some are made at other times during the year, or less frequently than once per year.
- 2) The Council has delegated authority to the Chief Executive to make Officer appointments as appropriate; and to fill Member vacancies, in consultation with Party Group Leaders, where the full Council has agreed which party(ies) is/are due which places.
- 3) This list does not contain reference to places on those bodies which are occupied by the Mayor by virtue of his/her official capacity, namely:-

Twinning Bodies:

The Mayor is appointed to the following bodies by office:

Friends of Auxerre (FoA) – President

Friends of Gruchet-le-Valasse (FroG) – President.

Redditch One World Link (ROWL - Mtwara Twinning) – President

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