



Overview and Scrutiny Committee

Thu 5 Jul
2018
7.00 pm

Committee Room Two
Town Hall
Redditch

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

Thursday, 5th July, 2018

7.00 pm

Committee Room 2 Town Hall

Agenda

Membership:

Cllrs:	Joe Baker (Chair)	Michael Rouse
	Debbie Chance (Vice-Chair)	Andrew Fry
	Michael Chalk	Pattie Hill
	Anthony Lovell	Jennifer Wheeler
	Gemma Monaco	

1. Apologies and named substitutes

2. Declarations of interest and of Party Whip

To invite Councillors to declare any Disclosable Pecuniary Interests and / 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 held on the 30 May 2018 (Pages 1 - 16)

4. Redditch Partnership - Monitoring Update Report (Pages 17 - 22)

5. Redi Centre Lease Arrangement - Pre Decision Scrutiny TO FOLLOW

6. Final report of the Support for Care Leavers Short Sharp Review Task Group TO FOLLOW

7. Task Group Reviews - Draft Scoping Document TO FOLLOW

a) Anti-social behaviour – Councillor M. Rouse

8. Recommendations Tracker (Pages 23 - 38)

9. Considering the outcomes of the Overview and Scrutiny Work Programme Event held on the 25 June 2018 (Pages 39 - 48)

10. Scrutiny of the Executive Committee's Work Programme - Selecting Items for Scrutiny (Pages 49 - 58)

11. Overview and Scrutiny Work Programme (Pages 59 - 62)

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12. Task Groups, Short Sharp Reviews and Working Groups - Update Reports

- a) Budget Scrutiny Working Group – Chair, Councillor J. Wheeler
- b) Performance Scrutiny Working Group – Chair, Councillor J. Wheeler

13. External Scrutiny Bodies - Update Reports

- a) Councillor Rouse – Greater Birmingham and Solihull Local Enterprise Partnership (GBSLEP) Overview and Scrutiny Committee;
- b) Councillor Chalk - West Midlands Combined authority (WMCA) Overview and Scrutiny Committee; and
- c) Councillor Rouse - Worcestershire Health Overview and Scrutiny Committee (HOSC)



Overview and Scrutiny Committee

Thursday, 31st May, 2018

MINUTES

Present:

Councillor Joe Baker (Chair), and Councillors Michael Chalk, John Fisher, Andrew Fry, Julian Grubb, Gemma Monaco, Michael Rouse, Mark Shurmer and Yvonne Smith

Officers:

Kevin Dicks and Rachel Dobson

Democratic Services Officers:

J Bayley and L Morris

1. APOLOGIES AND NAMED SUBSTITUTES

As the agenda had been published prior to Labour Group Membership being finalised it was confirmed that Councillors Baker (Chair), D. Chance (Vice Chair), Fry, Hill and Wheeler were also Members of the Committee.

Apologies were received from Councillors Hill, D. Chance, Wheeler and Lovell. The following substitutes were in attendance for each of these Councillors in turn Councillors Shurmer, Fisher, Smith and Grubb.

Councillor Joe Baker, Chair, welcomed all to the first meeting of the new municipal year.

2. DECLARATIONS OF INTEREST AND OF PARTY WHIP

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

3. MINUTES OF THE MEETING OF THE OVERVIEW AND SCRUTINY COMMITTEE HELD ON THE 5 MARCH 2018

RESOLVED that

.....
Chair

Overview and Scrutiny Committee

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the minutes of the meeting of the Overview and Scrutiny Committee held on Monday 5 March 2018 be approved as a correct record and signed by the Chair.

4. HOUSING BENEFITS PRESENTATION - TO FOLLOW

The Assistant Financial Support Manager (Welfare Support), gave the presentation (affixed to the minutes), detailing the impact of changes to welfare support. The presentation made reference to; the Benefit Cap, the Spare Room Subsidy (better known as the Spare Bedroom Tax), Discretionary Housing Payments, Council Tax Support, the Hardship Scheme, Universal Credit, the Essential Living Fund and the work of the Financial Independence Team.

Following the presentation Members raised a number of points and the Assistant Financial Support Manager confirmed that;

- Although Universal Credit did not include Council Tax Support the team was working to ensure that Council Tax Support claims were paid.
- If people were not in receipt of Universal Credit they could still be means tested for Housing Benefit.
- Discretionary Housing Payments were available equally to whoever claimed, including private and Council or registered social landlord tenants. Cases were looked at on an individual basis.
- When considering the spare bedroom subsidy, each case was considered on an individual basis.
- Staff within the team were employed by the Council and not the Department for Work and Pensions (DWP).
- Some people accessed the food bank on a regular basis but not as often as three to four times a week.
- Where people had been turned down for Employment and Support Allowance and Housing Benefit had stopped, this was not having a huge impact on arrears as the Council would look into the case and could make an assessment even when there was no income.
- The Statutory Housing Team was working closely with eighteen to twenty five year olds and the charities that could support them.
- Issues with the bedroom tax were often raised where parents had split up and the children spent time living separately with each parent during the week. In these cases Officers would base the decision on which parent received Child Benefit. The spare bedroom subsidy could not be divided. If there were two children in the household, Officers would however try to support

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the situation by considering each of the children as living permanently with each parent.

- The Hardship Scheme, Council Tax Support and the Essential Living Fund provided essential funding to the Council.
- A spare room was determined by a number of factors including its dimensions. Rooms had to be in permanent use.
- Those using services had been referred to in different ways over the years. The term 'customer' implied choice, however it also emphasised the need to treat people like customers rather than clients.

The Chief Executive, praised the work of the Welfare Support Team and highlighted the role of the Financial Independence Team which had been commended by the DWP. The Essential Living Fund provided crucial help to communities experiencing difficult times. A key element of the team's work was to help tenants to independently manage their own budgets.

Members were advised that the Homelessness Reduction Act had been implemented on the 1 April 2018 and this would create significant challenges for the Council. As such Members concluded that it would be appropriate to receive a presentation on this subject and the action taken to implement the recommendations made by the Homeless Task Group in September 2017.

RESOLVED that

the Private Sector Housing Team be invited to attend a future Committee meeting.

5. OUTCOMES OF THE OVERVIEW AND SCRUTINY TRAINING HELD ON TUESDAY 29 MAY 2018 (VERBAL UPDATE)

It was confirmed that the training event had had to be cancelled as not enough Members could attend.

The Chair suggested a Work Programme Planning Event should take place and Members welcomed this suggestion.

RESOLVED that

a Work Programme Planning Event be scheduled to take place at the end of June.

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6. MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE HELD ON THE 6 MARCH 2018 AND SCRUTINY OF THE EXECUTIVE COMMITTEE'S WORK PROGRAMME - SELECTING ITEMS FOR SCRUTINY

The Senior Democratic Services Manager clarified that the Executive Committee's minutes and Work Programme were included on the Committee's agenda to provide an opportunity for the Committee to identify any issues that they wished to scrutinise and to consider the Executive's response to any recommendations that the Committee may have put forward previously.

It was explained that the next Executive Committee meeting had been cancelled to give time for the new administration to consider the issues. A number of items on the Work Programme would be considered at a later date than anticipated. The next Executive Committee meeting would take place in July 2018.

A Member referred in the Executive Committee minutes to the reference to Abbeywood School and noted that this should read Abbeydale School.

It was suggested that the gas maintenance item should be considered by the Committee and the Chair noted that this may be a useful topic for the Committee to undertake a Short, Sharp Review on. There was general consensus that the appropriate approach to pre-scrutinising this item should be considered further during the Overview and Scrutiny Work Programme Planning event.

RESOLVED that;

the scrutiny of the gas maintenance contract be considered at the Work Programme Planning event.

7. OVERVIEW AND SCRUTINY WORK PROGRAMME

The Senior Democratic Services Officer confirmed that the Committee's Work Programme was considered and amended at every meeting of the Committee. Members had the opportunity to put forward suggestions for scrutiny and to remove items from the Work Programme.

It was confirmed that following the Housing Benefit item and with the Committee's agreement an item on the work of the Private Sector Housing Team would be added to the Work Programme.

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The Chairman suggested that the Herefordshire and Worcestershire Sustainability and Transformation Partnership should be invited to bring a final update to the Committee in September 2018.

RESOLVED that

- 1) an item from the Private Sector Housing Team be included on the Committee Work Programme; and**
- 2) the Herefordshire and Worcestershire Sustainability and Transformation Partnership be invited to provide a final update to the Committee in September 2018.**

8. EXTERNAL SCRUTINY BODIES - UPDATE REPORTS

- a) It was confirmed that Councillor Chalk would attend the West Midlands Combined Authority Overview and Scrutiny Committee
- b) It was confirmed that Councillor Rouse would attend the Worcestershire Health Overview and Scrutiny Committee.

It was confirmed that representatives had not yet attended any meetings to date and would provide updates at future Overview and Scrutiny Committee meetings.

9. APPOINTMENTS TO THE SCRUTINY WORKING GROUPS AND TASK GROUPS

A. Budget Scrutiny Working Group

The Chair of this Group was nominated and confirmed as Councillor J. Wheeler. Councillor Fisher expressed an interest in sitting on the Group.

B. Care Leavers Scrutiny Task Group

It was confirmed that Councillor P. Hill would Chair this Group and Nina Wood-Ford would be invited to be a co-opted member due to her previous involvement with this review. As this Group's work was likely to draw to a conclusion shortly it was agreed that Councillor Chalk sit on the Group also to provide some consistency.

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C. Performance Scrutiny Working Group

The Chair of this Group was nominated and confirmed as Councillor J. Wheeler.

RESOLVED

that nominations for membership of these groups be sent to the Group Leaders for consideration and confirmation.

The Meeting commenced at 7.00 pm
and closed at 7.55 pm

Rachael Dobson
Assistant Financial Support Manager

IMPACT OF CHANGES TO WELFARE SUPPORT

Impact of changes to Welfare Support

- Background
 - Changes to welfare support since April 2013
 - Introduction of Benefit cap
 - Introduction of Social Sector Room restrictions
 - Removal of Council Tax Benefits and introduction of Local Council Tax Support Schemes
 - Ongoing Migration from the 6 Legacy Benefits Job Seekers Allowance (JB), Employment Support Allowance (IR), Income Support, Housing Benefit, Working Tax Credits and Child Tax Credits to Universal Credit
 - Disability Living Allowance replacement by Personal Independence Payment
 - Abolishment of Social Fund (and responsibility for emergency welfare support to LA with only 2 years funding)
 - Housing Benefit back date changed from 6 months to 1 month
 - Family Premium removal for new cases
 - Child Tax Credit restrictions for more than 2 children-includes restriction to HB/UC/IS/JSA
 - Working Age benefits frozen since 2016

Benefit Cap

- The cap applies to the total amount that the people in a household get from the following benefits: Bereavement Allowance, Carer's Allowance, Child Benefit, Child Tax Credit, Employment and Support Allowance, Guardian's Allowance, Housing Benefit, Incapacity Benefit, Income Support, Jobseeker's Allowance, Maternity Allowance, Severe Disablement Allowance, Universal Credit, Widowed Parent's Allowance (or Widowed Mother's Allowance or Widows Pension if received before 9 April 2001)
- The current level of the cap is:
 - £384.62 a week for couples (with or without children living with them)
 - £384/62 a week for single parents whose children live with them
 - £257.69 a week for single adults who don't have children, or whose children don't live with them
 - The cap is applied via Housing Benefits or Universal Credit

Benefit Cap

- Current live cases 49
- Impact relatively low
 - Most families have stayed in their homes and found ways of meeting the financial gap

Spare Room Subsidy

- From April 2013 Housing Benefit is based on the number of people in the household and the size of the accommodation.
- This applies to all working-age tenants renting from a local authority, housing association or other registered social landlord (RSLs).
- Brings the Housing Benefits payable to tenants of social housing in line with private tenants.

Spare Room Subsidy

- This means those tenants whose accommodation is larger than they need may lose part of their Housing Benefit. Those with one spare bedroom lose 14% of their eligible rent and those with 2 or more spare bedrooms lose 25%.
- BDC Room Restriction current live cases
 - 14% = 297
 - 25% = 51

Discretionary Housing Payments

- Discretionary Housing Payments (DHP's)
 - introduced in July 2001
 - used to provide financial assistance to claimants in receipt of Housing Benefit and Universal Credit rent costs where it is considered that additional help with housing costs are required.

- Housing costs are generally defined as
 - a rental liability
 - rent deposits
 - rent in advance
 - other lump sum costs (e.g. removal costs).

- DHP's may be awarded as a one-off payment or periodically for an appropriate period.

Discretionary Housing Payments

- Officers work with applicants to identify other support that may be appropriate.
- DHP awards are not conditional and any decision will be based on a fair assessment of need.
- The wider housing issue will be considered, where appropriate.
- Consideration will be given to:-
 - what an award of DHP will achieve;
 - Would the tenancy be sustainable if DHP was paid
 - the consequences of not making the award; and
 - whether any alternative support can be provided.

Discretionary Housing Payments

- 174 Cases DHP totalling £101,120.91 was used in 2017/2018
- 33 to help with Rent deposits
- 29 to help with returning to employment
- 1 to remain in adapted properties
- Remaining to help with general short term costs
- These reasons are recorded using DWP set outcomes

Council Tax Support

- Council Tax Benefit ended March 2013
- LA required to introduce local Council Tax Support Scheme
- Pensioners protected as scheme provided by government
- 10% cut in the funding as well as reductions in administration grant
- Default scheme in 2013/14 and 2014/15
- 80% support introduced in April 2015
- All working age claimants pay a minimum of 20% towards their Council Tax Liability
- Scheme still mostly mirrors existing HB requirements

Hardship Scheme

- £25k per annum
- Transitional relief for those facing hardship as a result of changes to Council Tax Support
- Applications and officer identified
- Personal assessment
- Full financial review
- Transitional relief and long term solutions

Hardship Scheme

- Support provided in 2016/17
 - 188 customers
 - £25,084.20
- Support provided in 2017/18
 - 166 Customers
 - £27,822.78

Universal Credit

- Introduced in Redditch in February 2015
- Single, job seekers making a new claim.
- Delivery Partnership Agreement in Place with RBC
- Support – online claims, personal budgeting, manual council tax support claims
- District went full service in October 2017

Essential Living Fund

- Previously operated by DWP (Crisis Support)
- Responsibility passed to WCC and funded by government
- RBC lobbied for local delegation to ensure could best meet local needs and WCC passed on funding,
- RBC administered local, flexible discretionary scheme
- All applications must be made in person via face to face interview.
- No cash
- Full assessment of needs carried out.
- Approach has significantly reduced 'frequent flyers'.

Essential Living Fund

- Scheme provides assistance in the form of goods, food parcels referrals and vouchers to help individuals and families facing exceptionally difficult circumstances.
- Work closely with The Trussell Trust Foodbank
- Flexible approach to meeting demand. Tailor support appropriately for each individual, and also to try to help with the root cause of the problem, rather than just the presenting demands.

Essential Living Fund

- £16785.13 spent in 2016/17
- £11416.87 spent in 2017/18
- Now fully funded by RBC - £30k per annum
- £5k per annum used to support high level financial advice (Signs of Hope), in partnership with RBC Housing, and BDHT

Financial Independence Team

- Team formalised through service review this year and officers appointed to new roles in Oct 17.
- Officers work across BDC and RBC to provide concentrated financial support to people with complex needs by
 - Meeting individually with customers
 - Hold group sessions in the Job centre in Redditch to raise awareness of our services.
- Officers work closely with Housing Locality, Housing Options, RSL's, CAB, CCP and any other agency that might be able to help.

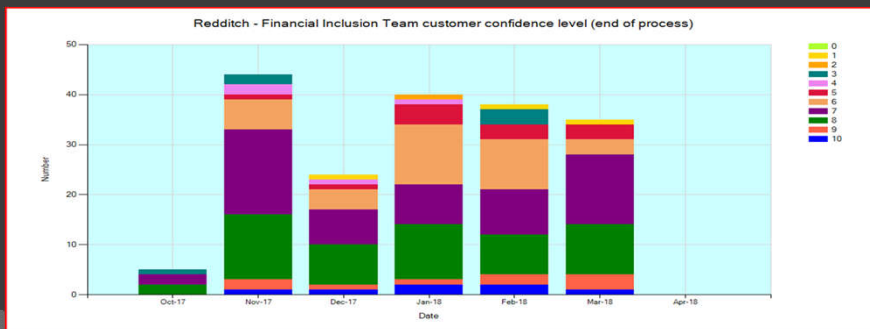
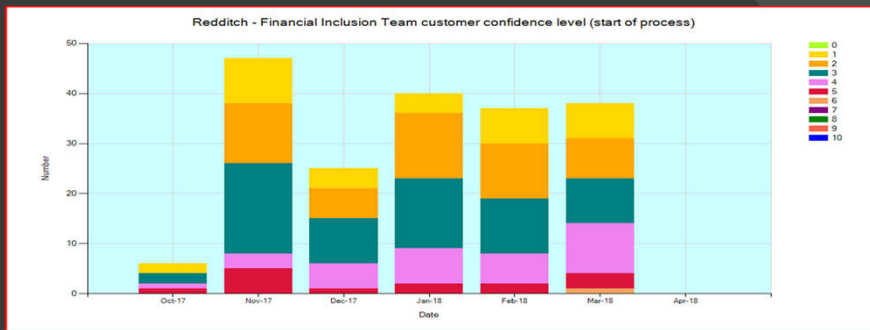
Financial Independence Team

- To help support people to prepare their own budgets, understand their priority debts and develop their skills so that they can become financially independent.
- Maximisation of Benefits, DHP, Hardship, ELF
- Discuss debts
- APA, Advance payments, Emergency Help (ELF)
- Referrals for other support, Housing Team, CAB, Signs of Hope

Financial Independence Team

Period October 2017 to March 2018

- 103 Customer helped with PBS
- 42 Customers referred direct from UC for PBS
- Customer confidence in how to deal with their finances has shown improvements from the start to the end of their time with the team



Redditch Sustainable Community Strategy – Overview and Scrutiny Monitoring Report – July 2018

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 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)

The role of RPEG is to provide strategic direction in Redditch on the priorities and also provide guidance and influence on key commissioned services, projects and initiatives rolled out across Worcestershire which have an impact of the residents of Redditch.

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.

Connecting Families, a county wide approach to system redesign, has been running in Redditch over the last couple of years with a focus on family support. A new focus for this approach in Redditch had recently been considered. It has been decided that there should be a joint focus from RPEG and Connecting Families on mental health. Looking at this jointly will enable resources to be pooled which will hopefully have a bigger impact on final outcomes for any work which is undertaken.

REPG and the Connecting Families Team are currently undergoing an exercise to look at what the specific focus should be of the mental health work. Data and information has been compiled and officers are currently conducting interviews with key stakeholders that contribute and work in the mental health system. A decision should be made on 25th July about the specific focus with further work taking place in September.

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.

During the latter part of 2017, a large piece of work was undertaken between the RCWT and Public Health. This resulted in the refresh of the Redditch Health Profile but also the addition of a further piece of work looking at assets in Redditch which contribute to good mental wellbeing.

A stakeholder event took place in October 2017 where a number of partners met and mapped assets in Redditch and looked at how these might be better utilised. It is envisaged this work will feed into the mental health work being undertaken by RPEG and Connecting Families mentioned in the paragraph above. The profile can be accessed following this link http://www.worcestershire.gov.uk/download/downloads/id/9633/redditch_district_needs_and_assets_profile_2018.pdf

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.

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 (Knowledge Bank)

A directory of services building on current directories produced by the Council's Customer Service Team and the Parenting and Family Support Service has been created. The Council's IT development team assist on the technical side of this while officers including Customer Services, Parenting and Family Support, Redditch and Bromsgrove Partnership Managers are working to populate this with all services from the statutory, voluntary and community sector available in Redditch and Bromsgrove. The fully searchable directory is available on the Council's webpages for the public and local partners to use. Local organisations can 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. The link for the Knowledge Bank is <http://www.redditchbc.gov.uk/knowledgebank>

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)

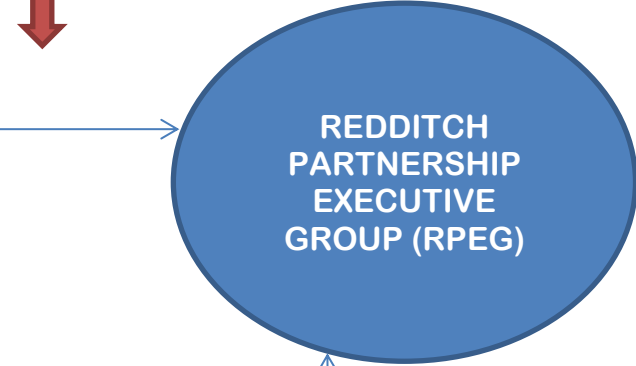
Affordable Warmth Group

Redditch and Bromsgrove Dementia Action Alliance

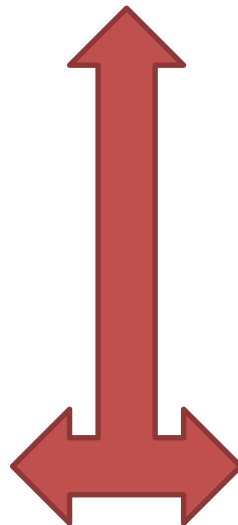
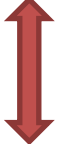
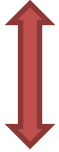
Digital Inclusion Partnership

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Agenda Item 4



Local Level Groups reporting into Redditch Partnership structures



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**OVERVIEW AND SCRUTINY
COMMITTEE**

5 July 2018

SCRUTINY RECOMMENDATIONS – MONITORING TRACKER

Relevant Portfolio Holder	Councillor Baker Price, 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 In cases where an action requested through a scrutiny recommendation has been resolved the recommendation has been marked as 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 detailing the current position.
- 3.4 Members are invited to consider the updates provided regarding these recommendations and to identify whether they agree that the recommendations are for example completed or in progress.
- 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

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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 –July 2018

Recommendations from Pre-decision Scrutiny (most recent first)

Pre-decision Scrutiny Topic & Date	Recommendation	Rejected In Progress Completed Abandoned	Progress Update (Most recent first)	Board Agree to Remove from Tracker Yes/No?
Medium Term Financial Planning 13 Feb 2018	The format of MTF Plans be amended in future years to reflect cumulative savings and pressures over the four year period.	Completed	<u>May 2018 Update</u> The report will be amended to show the cumulative savings and pressures. <u>Executive - 19 Feb 2018</u> Members noted that the recommendation...had been considered and approved.	
Local Discretionary Relief Scheme 26 Oct 2017	The criteria for allocation of Discretionary Revaluation support as appended to the report at appendix 1 are adopted;	Completed	<u>May 2018 Update</u> This was implemented in November 2017 and there is no further review required. <u>Executive – 31 Oct 2017</u> This was approved.	
Seasonal Garden Waste Collection 7 September 2017	1) From March 2018 Redditch Borough Council will introduce, and Bromsgrove District Council will run as part of the shared services agreement for Environmental Services, a seasonal (March to November inclusive) garden waste service on behalf of Redditch Borough Council.	Completed	<u>June 2018 Update</u> The scheme has been up and running since 27 February 2018 and to date 1284 bins have been issued. <u>Executive – 12 Sept 17</u> It was noted that the Overview and Scrutiny Committee had pre-scrutinised this report on 7th September 2017 and had unanimously endorsed all of the report recommendations.	
	2) The charge will be £45 for the initial season to be increased in line with fees and charges as appropriate;	Completed		
	3)A set-up fee of £20 per customer is charged in the first year of service and for new customers in each following year;	Completed		

Pre-decision Scrutiny Topic & Date	Recommendation	Rejected In Progress Completed Abandoned	Progress Update (Most recent first)	Board Agree to Remove from Tracker Yes/No?
Seasonal Garden Waste Collection continued...	4) An introductory offer of a £10 set-up fee will be used to encourage early sign up before 31st January 2018;	Completed		
	5) The Head of Environmental Services, in consultation with the designated Portfolio Holder, has authority to temporarily reduce or remove the set-up fee as promotional tool to increase and encourage subscriptions;	Completed		
	6) Should the Recommended Option be pursued, a capital commitment for the next four years of £31,000 in year 1 and £15,000 in years 2 to 4 is to be included in the capital programme;	Completed		
	7) Once the maximum number of customers has been approached a customer waiting list will be employed. Officers will bring a further report and business case with options for extending the service should it be required;	Completed		
	8) The chargeable Orange Sack Service is formally retired as part of the new service charges; and	Completed		
	9) A communication plan is devised and implemented to advise residents of the changes to RBC waste collection service and the requirement to use brown bins only for garden waste.	Completed		

Pre-decision Scrutiny Topic & Date	Recommendation	Rejected In Progress Completed Abandoned	Progress Update (Most recent first)	Board Agree to Remove from Tracker Yes/No?
Bereavement Services Fees and Charges 8 December 2015	The following capital works were proposed for Redditch Crematorium : 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.	Completed	<p><u>May 2018 update:</u> The project was completed late November 2017 and works have been well received. There was a small underspend on budget due to provisions being made for Asbestos removal which was unnecessary following further investigations. The 12 month approval period before the 5% retention is paid out will end in October 2018 during which any defects or fix issues will be resolved by the contractor.</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> <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 investment) which will allow for the relevant</p>	

Pre-decision Scrutiny Topic & Date	Recommendation	Rejected In Progress Completed Abandoned	Progress Update (Most recent first)	Board Agree to Remove from Tracker Yes/No?
Bereavement Services Fees and Charges continued...			<p>procurement processes to be followed.</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 arrangement 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>	

Recommendations from Task and Finish Groups/ Short Sharps Reviews and Working Groups (most recent first)

Task and Finish Group/ Short Sharp Review/ Working Group	Recommendation	-Rejected -In Progress -Completed -Abandoned	Progress Update (Most recent first)	Board Agree to Remove from Tracker Yes/No?
Civil Contingencies Short Sharp Review 5 March 2018	The content of the Council's emergency plan should be reviewed on an annual basis. The Overview and Scrutiny Committee should receive an annual update in respect of the Council's emergency planning arrangements.	In Progress	<u>May 2018 Update</u> This item is on the Overview and Scrutiny Committee Work Programme to come to the Committee on the 3 January 2019. <u>Executive – 6 March 2018</u> This recommendation was agreed and the proposal for the Overview and Scrutiny Committee to receive an annual update noted.	
Performance Scrutiny Working Group 7 September 2017	An after Care Social Worker should be provided with a base to work in the Housing Options team's office at Redditch Town Hall in order to work with care leavers in Redditch.	In progress	<u>May 2018 Update</u> Worcestershire County Council has confirmed that the proposals are still under consideration. From the Redditch Borough Council (Housing Options Team) position there is sufficient space to enable an After Care Social Worker and or Personal Advisors to Care Leavers in the Redditch area to be based in the Housing Options Office. <u>Executive – 31 October</u> RECOMMENDED to Worcestershire County Council that an After Care Social Worker should be provided with a base to work in the Housing Options team's office at Redditch Town Hall in order to work with care leavers in Redditch.	

Task and Finish Group/ Short Sharp Review/ Working Group	Recommendation	-Rejected -In Progress -Completed -Abandoned	Progress Update (Most recent first)	Board Agree to Remove from Tracker Yes/No?
Homelessness Short Sharp Review 7 September 2017	1) Redditch Borough Council should take part in any opportunity to deliver Housing First in properties in the Borough. This should include applying to participate in any Housing first pilot schemes operated by the West Midlands Combined Authority (WMCA);	In Progress	<u>May 2018 Update</u> Officers are to chase progress through the WMCA. <u>Executive – 31 October 2018</u> This recommendation was approved.	
	2) the Leader of the Council should write to the Secretary of State for Work and pensions, the Rt. Hon. David Gauke MP, urging him to end the freeze on Local housing Allowance (LHA) rates;	Completed	<u>May 2018 Update</u> The Leader wrote to the Secretary of State on the 14 November 2017 and received a reply dated the 11 December 2017 from Caroline Dinenage, Minister for Family Support, Housing and Child Maintenance. The reply referred to the creation of Targeted Affordability Funding (TAF) which was being used to increase rates in areas where local rents had diverged the most. Officers investigated and it was confirmed that Redditch was not eligible for the TAF. The letter also made reference to Discretionary Housing Payments which could be paid to those in receipt of Housing Benefit who were in need of further financial assistance with their housing costs. <u>Executive – 31 October 2018</u> This recommendation was approved.	

Task and Finish Group/ Short Sharp Review/ Working Group	Recommendation	-Rejected -In Progress -Completed -Abandoned	Progress Update (Most recent first)	Board Agree to Remove from Tracker Yes/No?
Homelessness Short Sharp review Continued...	3) The Council's Communications and Arts and Events teams should notify the CAB of any forthcoming events in Redditch which they could attend to promote their services and heighten awareness of their services in the Borough.	Completed	<u>May 2018 Update</u> This has been completed and the CAB have been notified of all forthcoming events. <u>Executive – 31 October 2017</u> This recommendation was approved.	
Homelessness Short Sharp Review 4 July 2017	The draft Redditch Borough Council Housing Allocations Policy be adopted by the Council.	Completed	<u>Overview and Scrutiny Committee – 7 Sept 2017</u> The Committee NOTED that the draft Redditch Borough Council Housing Allocations Policy has been adopted by the Council	

Task and Finish Group/ Short Sharp Review/ Working Group	Recommendation	-Rejected -In Progress -Completed -Abandoned	Progress Update (Most recent first)	Board Agree to Remove from Tracker Yes/No?
Mental Health Services for Young People 28 March 2017	<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 Thrive West Midlands Action Plan:</p> <p>a) Action 4: the proposal to evaluate a financial incentive to encourage companies to demonstrate their 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). The outcomes of this work should be reported for the consideration of the Executive Committee.</p>	In Progress	<p><u>May 2018 Update</u> Officers to chase progress through WMCA</p> <p><u>Previous Update</u> 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 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>	

Task and Finish Group/ Short Sharp Review/ Working Group	Recommendation	-Rejected -In Progress -Completed -Abandoned	Progress Update (Most recent first)	Board Agree to Remove from Tracker Yes/No?
Performance Scrutiny Working Group 6 December 2016	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. a) better market Lifeline Services to residents; and b) develop new business opportunities to subsidise the Service.	In Progress	<u>May 2018 Update</u> Management time has been dedicated to support the corporate commercialism action plan which includes exploring a marketing resource for the Council. A marketing plan is in place for the Lifeline service and is being implemented. New products have been launched for customers eg. a tracker devise. In addition new business opportunities are being developed through active partnership working. This includes a falls response pilot and a COPD telehealth trial.	
	A measure should be introduced on the Corporate Dashboard to monitor Members' attendance at training sessions.	Abandoned	<u>May 2018 Update</u> This recommendation was considered by the Member Support steering Group. Members of that group concluded that the proposed measure was unnecessary. However, they did issue a survey to all Members which was designed to find out why some Members don't attend training and action that could be taken to encourage an increase in the turnout.	
Budget Scrutiny Working Group	A review of the recharge process be undertaken to ensure that these are accurately recorded in future.	Completed	<u>May 2018 Update</u> A calculation has now been made in relation to overhead apportionment.	

Task and Finish Group/ Short Sharp Review/ Working Group	Recommendation	-Rejected -In Progress -Completed -Abandoned	Progress Update (Most recent first)	Board Agree to Remove from Tracker Yes/No?
<p>Access for Disabled People to Redditch Taxis Short, Sharp Review 12 April 2016</p>	<p>The Hackney Carriage Vehicle Licensing Policy and the Private Hire Vehicle Licensing Policy should be amended:</p> <p>1.1) 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. (This relates to the Hackney Carriage Vehicle Licensing Policy only); and</p> <p>1.2) to require drivers to display stickers in their vehicles that provide information about how to report complaints;</p> <p>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;</p> <p>2.1) there should be a media campaign to guide disabled people and taxi drivers when travelling by taxi about their rights and responsibilities;</p> <p>2.2) WRS should publish a list of drivers who currently operate licensed wheelchair accessible vehicles on the WRS and</p>	<p>Completed</p>	<p><u>May 2018 Update</u> The outcomes with the recommendations made by this group have been reported on an ongoing basis to the Licensing Committee throughout 2017 and it is therefore suggested that the Overview and Scrutiny Committee no longer need to monitor this.</p>	

Task and Finish Group/ Short Sharp Review/ Working Group	Recommendation	-Rejected -In Progress -Completed -Abandoned	Progress Update (Most recent first)	Board Agree to Remove from Tracker Yes/No?
Access for Disabled People to Redditch Taxis Short, Sharp Review continued...	Redditch Borough Council websites in a similar format to Brighton and Hove City Council and Eden District Council; 3.1) WRS should undertake a review of the conditions attached to taxi operators' licences; and 3.2) The Licensing Committee should review the effectiveness of the disability awareness training provided to taxi drivers.			
Voluntary and Community Sector July 2014	REC 4 - The Council to consider employing an apprentice to support the work of the Grants Officer.	Abandoned	<p><u>September 2017 update:</u> The Grants Officer has been in post for 5 months. As the Redditch Partnership Manager has taken on management responsibilities of the VCS Grants process in the same timeframe, it has become apparent that with the levels of staffing for the service back up to their full complement, an apprentice is no longer required in this service area. Having two officers actively involved in the day to day running of the process has covered the work adequately so the tasks available for an apprentice would be limited and we would not be able to offer a quality learning and work experience opportunity.</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 Officer are aiming to recruit an apprentice to support both the Grants</p>	

Task and Finish Group/ Short Sharp Review/ Working Group	Recommendation	-Rejected -In Progress -Completed -Abandoned	Progress Update (Most recent first)	Board Agree to Remove from Tracker Yes/No?
Voluntary and Community Sector continued...			<p>Programme and Policy Team in the summer / autumn 2017.</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 will be sent to the College for recruitment.</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>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>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>Initial update:</u> There has been a delay in</p>	

Task and Finish Group/ Short Sharp Review/ Working Group	Recommendation	-Rejected -In Progress -Completed -Abandoned	Progress Update (Most recent first)	Board Agree to Remove from Tracker Yes/No?
Voluntary and Community Sector continued...			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.	

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**OVERVIEW AND SCRUTINY
COMMITTEE**

5th July 2018

OVERVIEW AND SCRUTINY – WORK PROGRAMME PLANNING EVENT

Relevant Portfolio Holder	Councillor Matthew Dormer, Portfolio Holder for Planning, Governance and Partnerships
Portfolio Holder Consulted	Councillor Dormer was advised that the session would be taking place.
Relevant Head of Service	Claire Felton, Head of Legal, Equalities and Democratic Services.
Ward(s) Affected	All wards.
Non-Key Decision	

1. SUMMARY OF PROPOSALS

This report provides Members with an opportunity to consider the outcomes of the Overview and Scrutiny Work Programme Planning event, which was held on 25th June 2018. During the event Members explored a number of issues that might potentially be suitable for further scrutiny. The Overview and Scrutiny Committee is asked to consider whether to add any of these items to the Committee's work programme in 2018/19.

During the session Members also considered items that might be potentially suitable for scrutiny in 2019/20. Residents who are members of the Redditch Community Panel will be invited to consider each of these issues in turn and to indicate which they feel Members should prioritise in the next Community Panel survey, which is due to be circulated later in 2018.

2. RECOMMENDATIONS

The Committee is asked to RESOLVE to:

- 1) identify items raised during the Overview and Scrutiny Work Programme Planning Event to add to the Overview and Scrutiny Committee's work programme;**
- 2) note the issues raised as potential items for scrutiny, including pre-scrutiny, in 2018/19 as detailed in Appendices 1 and 2 in the report; and**
- 3) note the subjects raised as potential items for scrutiny in 2019/20 which will form the basis of a question to residents in the Community Panel Survey later in 2018.**

**OVERVIEW AND SCRUTINY
COMMITTEE**5th July 2018

3. KEY ISSUES**Background**

- 3.1 Overview and Scrutiny Committee training was due to be delivered on 29th May 2018. However, as only a small number of Members could attend this training the session had to be cancelled. At a meeting of the Overview and Scrutiny Committee on 31st May 2018 Members discussed the cancellation of this training and agreed that it would be useful to hold an event in June 2018 to provide Members with an opportunity to consider items that might be suitable for further scrutiny during the year.
- 3.2 The Overview and Scrutiny Work Programme Planning event was held on 25th June 2018. At the request of the Overview and Scrutiny Committee all non-executive Members were invited to attend. In the event a total of 12 Members participated in the session.
- 3.3 During the event Members were invited to consider the different ways in which Overview and Scrutiny Members could investigate matters. This included:
- Receiving an overview of a subject at a meeting of the Committee. This could involve the presentation of a report to a single meeting of the Committee for information.
 - Undertaking Task Group or Short Sharp Reviews of a subject. This policy review work involves Members working in small groups to investigate a subject in detail over a period of month.
 - Pre-decision scrutiny, whereby Overview and Scrutiny Members investigate a matter in detail before the Executive Committee makes a decision on the subject. Where sufficient notice is provided in the work programme this may involve undertaking a Short Sharp Review.
 - Members carrying out independent research on behalf of the Committee and reporting back in respect of their findings.
- 3.4 Following an overview of the various approaches that could be adopted to scrutiny and where these might apply Members were invited to participate in three interactive sessions.
- 3.5 The first of these activities focused on doorstep issues that had been raised by residents with Members over the previous six months. Members were invited to match these issues to the Council's strategic purposes and then discussed in their groups whether they felt that the issues would be suitable for further scrutiny. The outcomes of these discussions are detailed at Appendix 1 to this report.
- 3.6 The second activity invited Members to consider the current edition of the Executive Committee's Work Programme (forward plan). Members considered each of the items in their groups and worked to identify items from the work programme that

**OVERVIEW AND SCRUTINY
COMMITTEE**5th July 2018

they felt would be suitable for pre-decision scrutiny. The outcomes of this session can be viewed at Appendix 2 to this report.

- 3.7 In their final activity Members discussed potential issues that might be suitable for scrutiny in 12 or 18 months' time. Residents participating in the Redditch Community Panel survey later in 2018 will be invited to indicate which of these issues they feel Members should prioritise for scrutiny in 2019/20. The outcomes of this consultation process will be reported back to Overview and Scrutiny Members in due course.

Financial Implications

- 3.8 All scrutiny activities can have some financial implications, for example in respect of the costs of issuing paperwork for Committee meetings. It is therefore important to ensure that Members select subjects to scrutinise that will achieve best value for money for local residents.

Legal Implications

- 3.9 There are no specific legal implications.

Service / Operational Implications

- 3.10 Overview and Scrutiny is a Member-led process. Members determine which items are added to the Overview and Scrutiny Committee's work programme, what evidence is gathered during an investigation and which recommendations to make to the Executive Committee and / or Council. The Overview and Scrutiny Work Programme Planning event provided Members with an opportunity to propose items to add to the Committee's work programme.
- 3.11 Overview and Scrutiny activities should focus on strategic issues that matter to local residents. The event was designed to enable Members to identify issues that best match this aspiration.
- 3.12 There is currently one Task Group, the Care Leavers Scrutiny Task Group, which is due to report back to the Committee on 5th July 2018. There are also two permanent sub-groups of the Committee, the Budget Scrutiny Working Group and the Performance Scrutiny Working Group.
- 3.13 Once the Care Leavers Scrutiny Task Group review has been completed there should be officer capacity to support further reviews.
- 3.14 Members are asked to note that it is not intended that this event will provide the only opportunity for Members to suggest items for scrutiny. Members are encouraged to continue to suggest items for scrutiny, including pre-decision scrutiny, throughout the year as and when they feel that this would be appropriate.

**OVERVIEW AND SCRUTINY
COMMITTEE**5th July 2018

Customer / Equalities and Diversity Implications

3.15 There are no specific customer or equalities and diversity implications.

4. RISK MANAGEMENT

No specific risks have been identified.

5. APPENDICES

Appendix 1 – Door Step Issues – items identified as suitable for further scrutiny in 2018/19.

Appendix 2 – Pre-Decision Scrutiny – Items identified as potentially suitable for pre-decision scrutiny in 2018/19.

Appendix 3 – Community Panel – Items proposed for consultation with residents participating in the Community Panel Survey.

AUTHOR OF REPORT

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Email: jess.bayley@bromsgroveandredditch.gov.uk
Tel.: (01527) 64252

**Appendix 1
Redditch Overview and Scrutiny Work Programme – Feedback**

Strategic Purposes: Help me run a successful business			
Subject/Theme	Issues identified	What we will do	How we will evaluate and evidence our impact i.e. outcome measures
Eastern Gateway	Planning permission Transport Road Access Pollution/Air Quality		
Town Centre Regeneration		Invite Leader to O&S meeting to do a presentation on the future proposals and plans	

Strategic Purposes: Help me to be financially independent			
Subject/Theme	Issues identified	What we will do	How we will evaluate and evidence our impact i.e. outcome measures
Universal Credit Impact		Short Sharp Review in October, 2018	

Strategic Purposes: Help me to find somewhere to live in my locality			
Subject/Theme	Issues identified	What we will do	How we will evaluate and evidence our impact i.e. outcome measures
Homelessness Policy (Homeless Reduction Act)		Review recommendations	
Housing Attitudes Survey		To convey a public survey	
Young Person's Housing Options		Presentation	
Council Website Information		Presentation	
Housing suitable for people with needs		Short Sharp Review	

Strategic Purposes: Help me to live my life independently			
Subject/Theme	Issues identified	What we will do	How we will evaluate and evidence our impact i.e. outcome measures
Local Hospital Services Provision: Future Plans – Outcome of the Health Commission		Update from the Chief Executive. Worcestershire Acute Trust	
Lack of Sexual Health Services		Identify the gaps and issues	
Cuts to Schools Budgets and parental choice	Difficult to hold to account	Identify LEA remit	

Strategic Purposes: Provide good things for me to see, do and visit			
Subject/Theme	Issues identified	What we will do	How we will evaluate and evidence our impact i.e. outcome measures
Youth Services	Lack of youth Services	Identify what youth services are available, what work well and identify the gaps (Task and Finish Group)	
Public Transport	Understanding Transport Strategy. Difficulties accessing hospitals and health services and other services. Poor Bus Services	Work with the West Midlands Combined Authority Invite Public Transport Services (Bus Services) to Scrutiny meeting to present a report/hold them to account	

Strategic Purposes: Keep my place safe and looking good			
Subject/Theme	Issues identified	What we will do	How we will evaluate and evidence our impact i.e. outcome measures
ASB	Lack of information and understanding	Require more information in order to support those affected.	
Parking	Parking on roads and inappropriately	Look at potential funding and how the committee can support officers in making improvement	
Landscaping		Support for more funding	
Waste		Look at in more details. Investigate options and legislation Task and Finish Group	

Appendix 2

Items for Pre-Scrutiny

Subject/Theme	Action/How
Matchborough and Winyates District Centre Redevelopment Proposals	Initial briefing
Gas Business Case – Options for future Delivery	Briefing in respect of current compliance and development
Grants Programme	Short Sharp Review
Fees and Charges	Budget Scrutiny Working Group (Short Sharp Review)
Medium Financial Plan	Budget Scrutiny Working Group
ASB	Short Sharp Review in September, 2018

Appendix 3: Community Panel – Items for Consultation with the Public

The following issues were proposed for consultation with members of the Redditch Community Panel. Residents will be asked to indicate which of these subjects they feel should be prioritised for scrutiny in 2019/20. The issues have been listed below in accordance with the relevant strategic purpose.

Help me to find somewhere to live in my locality

- Housing
- Homelessness (rough sleepers)
- Affordable Housing
- The housing mix in the Borough
- Size of available housing
- Houses of Multiple Occupation
- The role of landlords

Health me to live my life independently

- Health Services for young people (in particular access to sexual health services)
- Mental Health services
- Health services
- Public transport - buses

Help me run a successful business

- Council owned shops and rateable values
- The night time economy

Keep my place safe and looking good

- Anti-social behaviour

Enabling

- Suitable land for a new cemetery in Redditch

EXECUTIVE COMMITTEE LEADER'S

WORK PROGRAMME

1 July 2018 to 31 October 2018

(published as at 1st June 2018)



www.redditchbc.gov.uk

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 Matthew Dormer, Leader and Portfolio Holder for Planning, Governance and Partnerships
Councillor David Bush, Deputy Leader and Portfolio Holder for Economic Development, Town Centre and Commercialism
Councillor Tom Baker-Price, Portfolio Holder for Corporate Management
Councillor Roger Bennett, Portfolio Holder for Leisure and Tourism
Councillor Brandon Clayton, Portfolio Holder for Environmental Services
Councillor Gareth Prosser, Portfolio Holder for Community Safety and Regulatory Services
Councillor Craig Warhurst, Portfolio Holder for Housing
Councillor Greg Chance
Councillor Bill Hartnett

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
Anti Social Behaviour Crime and Policing Act 2014 - Implementation of Provisions Key: No	Executive 10 Jul 2018 Council 23 Jul 2018		Report of the Head of Community Services	Bev Houghton, Community Safety Manager (Redditch and Bromsgrove) Tel: 01527 64252 ext 3656
Consolidated Revenue and Capital Outturn and Financial Reserves Statement 2017/18 Key: No	Executive 10 Jul 2018		Report of the Executive Director of Finance and Corporate Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673
Disposal of Land at Kingscote Close Key: No	Executive 10 Jul 2018		Report of the Head of Customer Access and Financial Support	Amanda Singleton, Head of Customer Access and Financial Support Tel: 01527 64252
Enterprise System Project Business Case Key: No	Executive 10 Jul 2018 Council 23 Jul 2018		Report of the Head of Business Transformation and Organisational Development	Chris Forrester, Financial Services Manager Tel: 01527 881673
Performance Report Key: No	Executive 10 Jul 2018		Report of Head of Business Transformation	Deb Poole, Head of Business Transformation and Organisational Development Tel: 01527 881256

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
Performance Report Key: No	Executive 10 Jul 2018		Report of the Head of Business Transformation	Deb Poole, Head of Business Transformation and Organisational Development Tel: 01527 881256
Private Sector Home Repair Assistance Policy Update Key: No	Executive Not before 10th Jul 2018 Council Not before 10th Jul 2018		Report of the Head of Community Services	Judith Willis, Head of Community Services Tel: 01527 64252 ext 3284
Redditch Gateway Project Key: Yes	Executive 10 Jul 2018		Report of the Chief Executive	Dean Piper, Head of Economic Development and Regeneration Tel: 01562 732192
Scrutiny of Care Leavers Short Sharp Review - Final Report Key: No	Executive 10 Jul 2018 Council 23 Jul 2018		Report of the Chair of the Scrutiny of Care Leavers Short, Sharp Review	Pauline Ross, Democratic Services Officer, Sarah Sellers, Democratic Services Officer Tel: 01527 881406, Tel: 01527 64252
Write Offs April 2017 to March 2018 - Annual Report Key: No	Executive 10 Jul 2018 Council 23 Jul 2018		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
Disposal of Buildings and Land at Hawthorn Road, Batchley Key: No	Executive Not before 11th Sep 2018 Council Not before 11th Sep 2018	This report may be partially considered in exempt session.	Report of the Head of Customer Access and Financial Support	Matthew Bough, Housing Policy and Performance Manager Tel: 01527 64252 ext 3120
Draft Council Tax Support Scheme and Wider Support Framework Key: No	Executive 11 Sep 2018 Council 24 Sep 2018		Report of the Head of Customer Access and Financial Support	Amanda Singleton, Head of Customer Access and Financial Support Tel: 01527 64252
Finance Monitoring Quarter 1 2018/19 Key: No	Executive 11 Sep 2018		Report of the Executive Director of Finance and Corporate Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673
Leisure Services Business Plan Key: No	Executive 11 Sep 2018 Council 24 Sep 2018		Report of the Executive Director of Finance and Corporate Resources	Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207
Matchborough and Winyates District Centre Redevelopment Consultation Key: Yes	Executive Not before 11th Sep 2018		Report of the Head of Planning and Regeneration	Ruth Bamford, Head of Planning and Regeneration 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
Performance Report Key: No	Executive 11 Sep 2018		Report of the Head of Business Transformation	Deb Poole, Head of Business Transformation and Organisational Development Tel: 01527 881256
Redditch Business Improvement District Key: No	Executive Not before 11th Sep 2018 Council Not before 11th Sep 2018		Report of the Executive Director of Finance and Corporate Resources	Lyndsey Berry, Town Centre Co-Ordinator/Planning Officer Tel: 01527 587002
Service Delivery Options - HRA Gas Maintenance Key: Yes	Executive Not before 11th Sep 2018	Likely to be considered in exempt session.	Report of the Deputy Chief Executive	Sue Hanley, Deputy Chief Executive and Executive Director (Leisure, Environmental & Community Services) Tel: 01527 64252 ext 3601
Voluntary and Community Sector Grants Programme 2019/20 Key: No	Executive 11 Sep 2018 Council 24 Sep 2018		Report of the Head of Community Services	Helen Broughton, Redditch Partnership Manager Tel: 01527 64252 ext 3237
Budget Framework Key: No	Executive 23 Oct 2018		Report of the Executive Director of Finance and Corporate Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673

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
Medium Term Financial Plan 2019/20 to 2022/23 - Update report Key: No	Executive 23 Oct 2018		Report of the Executive Director of Finance and Corporate Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673
Performance Report Key: No	Executive 23 Oct 2018		Report of the Head of Business Transformation	Deb Poole, Head of Business Transformation and Organisational Development Tel: 01527 881256
Fees and Charges 2019/20 Key: No	Executive 11 Dec 2018 Council 28 Jan 2019		Report of the Executive Director of Finance and Corporate Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673
Finance Monitoring Quarter 2 2018/19 Key: No	Executive 11 Dec 2018		Report of the Executive Director of Finance and Corporate Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673
Medium Term Financial Plan 2019/20 to 2022/23 - Update Report Key: No	Executive 11 Dec 2018		Report of the Director of Finance and Corporate Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673
Capital Programme 2019/20 to 2022/23 Key: No	Executive 8 Jan 2019 Council 28 Jan 2019		Report of the Executive Director of Finance and Corporate Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673

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
Council Tax Base 2019/20 Key: No	Executive 8 Jan 2019 Council 28 Jan 2019		Report of the Executive Director of Finance and Corporate Resources	Chris Forrester, Financial Services Manager Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881673 Tel: 01527 881207
Housing Revenue Account Initial Budget 2019/20 to 2021/22 Key: No	Executive 8 Jan 2019 Council 28 Jan 2019		Report of the Executive Director of Finance and Corporate Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673
Medium Term Financial Plan 2019/20 to 2022/23 - Update Report Key: No	Executive 8 Jan 2019		Report of the Executive Director of Finance and Corporate Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673
Performance Report Key: No	Executive 8 Jan 2019		Report of the Head of Business Transformation	Deb Poole, Head of Business Transformation and Organisational Development Tel: 01527 881256

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
Voluntary and Community Sector Grants Programme - Funding Recommendations 2019/20 Key: No	Executive 8 Jan 2019 Council 28 Jan 2019		Head of Community Services	Helen Broughton, Redditch Partnership Manager Tel: 01527 64252 ext 3237
Council Tax Support Scheme and Wider Support Framework Key: No	Executive 5 Feb 2019 Council 25 Feb 2019		Report of the Head of Customer Access and Financial Support	Amanda Singleton, Head of Customer Access and Financial Support Tel: 01527 64252
Medium Term Financial Plan 2019/20 to 2022/23 and Council Tax Setting Key: No	Executive 5 Feb 2019 Council 25 Feb 2019		Report of the Executive Director of Finance and Corporate Resources	Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207
Pay Policy Statement 2019/20 Key: No	Executive 5 Feb 2019 Council 25 Feb 2019		Report of the Executive Director of Finance and Corporate Resources	Kate Goldey, Senior Business Support Accounting Technician Tel: 01527 881208
Finance Monitoring Quarter 3 2018/19 Key: No	Executive 26 Mar 2019		Report of the Executive Director of Finance and Corporate Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673

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 Committee's Annual Report 2018/19 Key: No	Council 15 Apr 2019		Report of the Chair of the Overview and Scrutiny Committee	Jess Bayley, Senior Democratic Services Officer (Redditch) Tel: 01527 64252 ext 3268

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Overview & Scrutiny

Committee

5th July 2018

WORK PROGRAMME 2018/19

(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

5th July 2018

OTHER ITEMS - DATE FIXED		
5 th July 2018	Considering outcomes of Overview and Scrutiny Work Programme Planning Event held on the 25 June 2018	Relevant Lead Head(s) of Service
5 th July 2018	Recommendations Tracker	Relevant Lead Head(s) of Service
5 th July 2018	Redi Centre lease arrangement	Relevant Lead Head(s) of Service
5 th July 2018	Redditch Partnership – Monitoring Update Report	Relevant Lead Director
5 th July 2018	Final report of the Support for Care Leavers Short Sharp Review Task Group	
6 th Sept 2018	Matchborough and Winyates District Centre Redevelopment Consultation – Pre-Scrutiny	Relevant Lead Head(s) of Service
6 th Sept 2018	Service Delivery Options – HRA Gas Maintenance – Pre-Scrutiny	Relevant Lead Head(s) of Service
6 th Sept 2018	Draft Council Tax Reduction Scheme and Wider Support Framework – Pre-Scrutiny	Relevant Lead Head(s) of Service
6 th Sept 2018	Safeguarding and Early Help - Presentation	Relevant Lead Head(s) of Service

Overview & Scrutiny

Committee

5th July 2018

18th Oct 2018	Hereford and Worcestershire Sustainability and Transformation Partnership Update	
3rd Jan 2019	Emergency Planning – Annual Update	Relevant Lead Head(s) of Service
OTHER ITEMS – DATE NOT FIXED		

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