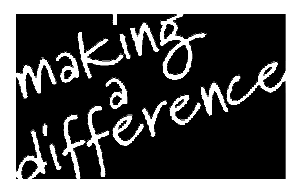


minute book 3

Council

Monday 5th September
2011
7.00 pm

Council Chamber
Town Hall
Redditch



www.redditchbc.gov.uk



Council

25th July 2011

MINUTES

Present:

Councillor Anita Clayton (Mayor), Councillor Gay Hopkins (Deputy Mayor) and Councillors Peter Anderson, Michael Braley, R Blake, Andrew Brazier, Juliet Brunner, Michael Chalk, Greg Chance, Brandon Clayton, Andrew Fry, Carole Gandy, Malcolm Hall, Bill Hartnett, Roger Hill, Robin King, Wanda King, Phil Mould, William Norton, Jinny Pearce, Brenda Quinney, Mark Shurmer, Debbie Taylor, Derek Taylor, Alan Mason and Luke Stephens

Also Present:

D Andrews (Chair, Standards Committee)

Officers:

M Craggs, A Darroch, K Dicks, C Felton, C Flanagan, S Hanley and S Morgan

Committee Services Officer:

I Westmore

31. WELCOME

The Mayor opened the meeting and welcomed all present. The Mayor's celebrant, June Saville, led the Council in a moment's reflection.

32. APOLOGIES

Apologies for absence were received on behalf of Councillors David Bush, Simon Chalk and Adam Griffin.

33. DECLARATIONS OF INTEREST

There were no declarations of interest.

34. MINUTES

RESOLVED that

the minutes of the meeting of the Council held on 6th June 2011 be confirmed as a correct record and signed by the Mayor.

.....
MAYOR, in the Chair

35. COMMUNICATIONS AND MAYOR'S ANNOUNCEMENTS

The Mayor's communications and announcements were considered under the following headings:

a) Mr Ian Davies

It was with regret that the Mayor advised the Council of the death the previous Friday of Mr Ian Davies, husband of former Mayor and Councillor Anne Davies and a caretaker at the Town Hall for a number of years. A letter of condolence was to be sent on behalf of the Council to former Councillor Anne Davies.

b) Mr Richard Murphy

The Mayor led the Council in congratulating Mr Richard Murphy and presented him with a certificate in recognition of his achievements at the recent Special Olympics World Games. The Council was advised that Richard had won Gold Medals in the 100 metres and 200 metres and a silver medal in the 4x400 metres relay.

c) Mayor's Cadets

The Mayor presented her Cadets for the municipal year, Cadet Sergeant Arran Cook and Cadet Barclay Hodge with their Cadets' Badges.

d) Mayor's Announcements and forthcoming events

The Mayor advised that since the previous meeting of the Council she had undertaken numerous engagements in her civic capacity.

e) Urgent Business

The Mayor advised that she had accepted one late report, Item 9, the report and decision pertaining to the meeting of the Audit and Governance Committee on 29th June 2011.

36. LEADER'S ANNOUNCEMENTS

The Leader's Announcements were considered under the following headings:

a) Green Apple Award

The Leader advised that the Council had been presented with a Green Apple Award 2011 for the Built Environment and Architectural Heritage for its Crematorium Energy Recovery Project at a ceremony at the University of Westminster on 20th June. It was noted that the Council might be eligible for further awards in respect of this scheme, including on a European stage.

b) Bus Shelter Scheme

The Leader announced that there was to be the unveiling of a new bus shelter at Ibstock House on 11th August.

c) Winter Gritting Task and Finish Review

The Leader advised that she and the Chief Executive had met that morning with the Leader, relevant Portfolio Holder and Officers from Worcestershire County Council. Members were informed that a further report back on possible options for improving the service would be forthcoming in due course.

37. QUESTIONS ON NOTICE

No questions had been received.

38. MOTIONS ON NOTICE

No Motions had been received.

39. EXECUTIVE COMMITTEE

Members received the minutes of the meetings of the Executive Committee held on 21st June and 12th July 2011.

RESOLVED that

- 1) **the minutes of the meeting of the Executive Committee held on 21st June 2011 be received and adopted; and**
- 2) **the minutes of the meeting of the Executive Committee held on 12th July 2011 be received and all recommendations adopted, subject to:**

in respect of Minute 36 (Shared Services Board – Progress Report) it being noted that Members reiterated a request made at the meeting of the Board that a report be produced by Officers detailing the financial impact of Shared Services on the participating Councils in respect of matters including savings to date, set-up costs and redundancy costs.

40. REGULATORY COMMITTEES

The Council received the minutes of recent meetings of the Audit and Governance Committee and Planning Committee.

RESOLVED that

- 1) the minutes of the Audit and Governance Committee held on 29th June 2011 be received and all recommendations adopted; and
- 2) the minutes of the meetings of the Planning Committee held on 25th May and 15th June 2011 be received and adopted.

41. URGENT BUSINESS - RECORD OF DECISIONS

The Council noted two Urgent Business decisions which had been approved in accordance with the Council's urgency procedures, namely:

Church Hill Redevelopment Scheme – Acquisition of the Leasehold Interest in the Public House
(UB Reference 491); and

Contaminated Land – Determination of a number of addresses as Contaminated Land under Part 2A Environmental Protection Act 1990 and approval of urgent remediation works
(UB Reference 492)

RESOLVED that

the matters be noted.

42. URGENT BUSINESS - GENERAL (IF ANY)

There were no separate items of Urgent Business for consideration at this meeting.

The Meeting commenced at 7.05 pm
and closed at 7.54 pm

.....
MAYOR, in the Chair



Executive Committee

2nd August 2011

MINUTES

Present:

Councillor Carole Gandy (Chair), Councillor Michael Braley (Vice-Chair) and Councillors Juliet Brunner, Greg Chance, Brandon Clayton, Malcolm Hall, Jinny Pearce, Debbie Taylor and Derek Taylor

Also Present:

Officers:

K Dicks, C Flanagan, C John, T Kristunas and J Pickering

Committee Services Officer:

D Sunman

42. APOLOGIES

There were no apologies for absence.

43. DECLARATIONS OF INTEREST

There were no declarations of interest.

44. LEADER'S ANNOUNCEMENTS

The Chair advised the Committee that the following items of business, scheduled on the Forward Plan to be dealt with at this evening's meeting, had been rescheduled to a later meeting of the Committee:

- Town Centre Landscape Improvements (including Church Green); and
- Solar Panel Scheme

.....
Chair

45. MINUTES

RESOLVED that

the minutes of the meeting of the Executive Committee held on 12th July 2011 be confirmed as a correct record and signed by the Chair.

46. EMPLOYMENT POLICIES - REVIEW

The Committee received a report which sought approval for a number of revised employee policies.

Officers reported that the revised policies had been developed and agreed with the trade unions.

Members thanked Officers and trade unions representatives for their involvement in this important work.

Members were informed that a final pay model and relevant equality impact assessments had been sent to UNISON National Office and that it was anticipated that a timeline would be received from them within the next two weeks.

RECOMMENDED that

the following Employment Policies be approved:

- **Annual Leave Entitlements;**
- **Committee Allowance Policy;**
- **Services in Non Regular Forces Policy;**
- **Flexitime Policy;**
- **Travelling and Subsistence Policy;**
- **Job Evaluation Policy;**
- **Reorganisation and Change Policy.**

47. INFORMATION SHELTERS - REQUEST TO DISCONNECT ELECTRICITY / DEMOLISH SITES

Members considered a report which sought approval to demolish the five existing tourist information shelters located at key gateway sites on entrances to the town.

Officers reported that the shelters were in a poor state of repair, the information and maps were out of date and that there was no evidence of them being well used. Significant funding would be required if the shelters were to remain including £4,690 per annum in electricity costs, which contributes unnecessarily to the Council's carbon footprint.

Members were informed that following a successful bid by Worcestershire County Council to the Department of Transport to roll out the 'Choose how you Move 2' project, money would be available to provide six information kiosks in Redditch. This project had been designed to encourage more sustainable transport in the town.

RECOMMENDED that

- 1) **the information shelters be demolished and the lighting system be disconnected; and**
- 2) **the annual budget for electricity consumption for 2011/12 be diverted into the energy efficiency 'spend to save' fund.**

48. OVERVIEW AND SCRUTINY COMMITTEE

The Committee received the minutes of the meeting of the Overview and Scrutiny Committee held on 5th July 2011.

RESOLVED that

the minutes of the meeting of the Overview and Scrutiny Committee held on 5th July 2011 be received and noted.

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

There were no minutes or referrals under this item.

50. ADVISORY PANELS - UPDATE REPORT

The Committee received an update on the work of the Advisory Panels and similar bodies and noted the following meeting dates:

- Housing Advisory Panel: 5th September 2011
- Planning Advisory Panel 9th August 2011

51. ACTION MONITORING

The Committee received an Action Monitoring report.

RESOLVED that

- 1) **the report be noted;**

Executive Committee

2nd August 2011

- 2) **a report on the disposal and future of Park House (Evesham Street) be deferred to the meeting of the Executive Committee on 13th September 2011; and**
- 3) **a report be produced by Officers detailing the financial impact of Shared Services on the participating Councils in respect of matters including savings to date, set-up costs and redundancy costs.**

The Meeting commenced at 7.00 pm
and closed at 7.32 pm

.....
Chair



Executive Committee

23rd August 2011

MINUTES

Present:

Councillor Carole Gandy (Chair), Councillor Michael Braley (Vice-Chair) and Councillors Greg Chance, Brandon Clayton, Malcolm Hall and Jinny Pearce

Also Present:

Councillors Peter Anderson, Andrew Brazier and David Bush

Officers:

E Cartwright, K Cook, K Dicks, S Hanley, C John, T Kristunas, I Ranford, G Revans, L Tompkin and D Wright

Committee Services Officer:

D Sunman

52. APOLOGIES

Apologies for absence were received on behalf of Councillors Juliet Brunner and Debbie Taylor.

53. DECLARATIONS OF INTEREST

There were no declarations of interest.

54. LEADER'S ANNOUNCEMENTS

The Chair advised the Committee that the following item of business, scheduled on the Forward Plan to be dealt with at this evening's meeting, had been rescheduled to a later meeting of the Committee:

- ICT Policies

The Chair also advised that she had accepted the following matters as Urgent Business:

- Learndirect;

.....
Chair

(Not on the Forward Plan for this meeting)

- Comments from the Overview and Scrutiny Committee from its meeting on 16th August 2011, which refer to Item 12
- Shared Services Board Minutes from its meeting on 18th August 2011, which refer to Items 19 – 22

(Not meeting the publication deadline)

55. MINUTES

RESOLVED that

the minutes of the meeting of the Executive Committee held on 12th July 2011 be confirmed as a correct record and signed by the Chair.

56. LEARNDIRECT

The Committee was informed that Officers had been in extremely positive talks with the Principal of New College regarding the provision of an adult learning service.

Officers reported that these talks were ongoing and requested that any decision on provision of the service be deferred to a later meeting of this Committee.

RESOLVED that

a decision be deferred to a later meeting of this Committee to allow discussions with New College regarding provision of an adult learning service to continue.

57. BUDGET PREPARATION GUIDELINES 2012/13; INITIAL ESTIMATES AND PROJECTIONS FOR 2013/14 AND 2014/15

Members received a report which outlined recommended guidelines for the preparation of the 2012 /13 estimates and the projections for 2013/13 and 2014/15 for endorsement prior to their issue to budget holders.

RECOMMENDED that

the proposed Budget Preparation Guidelines, as detailed in Appendix A to the report, be approved.

**58. JOINT ENVIRONMENTAL ENFORCEMENT STRATEGY;
REVISED FIXED PENALTY NOTICE SUMS AND WASTE AND
STREET SCENE PUBLICITY PLAN 2011-2013**

The Committee received a report which sought approval for:

- a Joint Environmental Enforcement Strategy;
- the revised Fixed Penalty Notice Sums; and
- the Waste and Street Scene Publicity Plan 2011-2013.

RECOMMENDED that

- 1) **Members approve and adopt the Joint Environmental Enforcement Strategy, as attached to the report at Appendix 1; and**

RESOLVED that

- 2) **Members approve and adopt the recommended levels for Fixed Penalty Notices as set out in Appendix 2 to the report, on the basis that these amounts will form part of the Council's fees and charges and will be subject to future adjustment by Executive as part of the annual review of fees and charges; and**
- 3) **Members approve the three-year Waste and Street Scene Publicity Plan 2011 – 2013 as set out in Appendix 3 to the report.**

**59. SOLAR PANEL SCHEME - OPTIONS FOR INTRODUCING
SOLAR PANELS AT HOUSING SITES IN REDDITCH**

Members considered a report which outlined options for introducing solar panels at housing sites in Redditch.

Officers reported that any work undertaken would specifically benefit the Council.

Members were informed that choice of suitable sites would be the subject of a feasibility study by the contractors chosen to tender for the entire solar PV project. However, within the tender process, contractors will be asked to prioritise St David's House and the category 'A' sheltered housing schemes, i.e. Arthur Jobson House, Harry Taylor House and Ibstock House.

Sheltered schemes had been prioritised because the communal areas had high daytime demand and would be the areas most likely to be occupied during the day when solar generation would be highest.

RECOMMENDED that

- 1) **up to £275,000 Capital Funding be allocated from the Housing Revenue Account (HRA) for the purposes detailed below: and**

RESOLVED that

- 2) **further photovoltaic (PV) be provided at housing sites, as detailed in the report;**
- 3) **sheltered schemes be designated as priority schemes but that any RBC-owned landlord supply scheme may be chosen for investment;**
- 4) **the Committee note the changes to the Feed In Tariff Scheme (FITS) and be aware that external factors might impact on the Council's plans; and**
- 5) **authority be delegated to the Climate Change Manager to manage all Council Solar PV schemes; performance and financing arrangements to be reported annually to the Executive Committee, in line with other energy efficiency projects, such as the Salix funded initiatives.**

60. ROXBORO HOUSE - OUTCOME OF THE INVESTIGATIONS INTO THE FUTURE OF ROXBORO HOUSE

Members considered a report on the investigation of potential options for retention, disposal and redevelopment of Roxboro House.

Officers reported that following investigation of all options it had been established that none of the preferred housing providers would be interested in developing the building. Soft market testing had also been carried out and viewings arranged for a number of organisations. However, Officers had found that organisations were not willing to commit to the project until the property is declared surplus.

Officers outlined the support for, and consultation with, residents that had been ongoing throughout the process and would continue until all residents had been rehoused. Members were informed that Roxboro House currently had ten residents and that feedback from those who had already moved had been positive.

RESOLVED that

- 1) **Roxboro House be declared surplus to requirements of the Council's housing stock with effect from 19th September 2011;**
- 2) **Worcestershire Property Services be authorised to progress the disposal of the complex and management arrangements of the complex when closed; and**
- 3) **Statutory Home Loss Payments (as required by the Land and Compensation Act 1973) and Disturbance Allowances be duly authorised for those tenants who have been affected and who have been re-housed in alternative accommodation as a result of the closure of Roxboro House; and**

RECOMMENDED that

- 4) **as a consequence of 3) above, budgetary provision be made from the Housing Revenue Account to fund the costs of Home Loss Payments and any Disturbance Allowance (estimated to be £74,400).**

61. WINYATES ESTATE - INSULATION AND HEATING IMPROVEMENTS

The Committee considered a report regarding insulation and heating improvements to a number of properties on the Winyates Estate.

Members were informed that the properties involved had been built in the 1970's to the Wimpey No Fines method of construction, which have external walls that cannot be insulated in the traditional method as they do not have cavities to fill.

Officers reported that the properties are within an area identified by the Department of Energy and Climate Change (DECC) as being suitable for inclusion in the power suppliers and the Country's power generators Community Energy Savings Programme (CESP) obligation, which provides finance towards improvements towards insulation and heating systems in properties that are privately owned, owned by social landlord or the Council.

E-ON, the power company, had made an offer to part fund a scheme to provide external wall insulation, loft insulation and the replacement of the original gas central heating boilers to 339 properties on Winyates Estate.

RECOMMENDED that

- 1) up to £300,000 be vired from within earmarked Housing Capital resources for the purposes indicated below; and

RESOLVED that

- 2) the improvements to the 339 properties on Winyates Estate be provided, as detailed in the report; and
- 3) Officers be authorised to enter into a contact with E-ON, on the terms indicated in the report, for the provision of heating and insulation improvements to the Winyates Estate.

62. DISCRETIONARY HOUSING PAYMENT - REVISED POLICY

Members considered a report that proposed amendments to the existing Discretionary Housing Payment Policy and update the working arrangements of the scheme in light of new guidance and changes in Housing Benefit calculation.

RECOMMENDED that

- 1) the Discretionary Housing Payment Policy set out in Appendix 1 or the report be approved;
- 2) the new working arrangements for Discretionary Housing Payments to be agreed, as detailed in the report;
- 3) the appropriate level of support be to continue to make payments up to the permitted total; and
- 4) the necessary budget be made available to support the chosen option.

63. EMPLOYMENT POLICIES - REVIEW

The Committee received a report which sought approval for the following revised employment policies which had been developed in conjunction with Trade Union Representatives:

- Time Off for Public Duties Policy
- Volunteering Policy

Members noted the comments of the Overview and Scrutiny Committee on the Volunteering Policy from its meeting on 16th August 2011.

RECOMMENDED that

the Employment Policies , attached to the report at Appendices 1 and 2, be approved, namely

- **Time Off for Public Duties; and**
- **Volunteering.**

64. OVERVIEW AND SCRUTINY COMMITTEE

The Committee received the minutes of the Overview and Scrutiny Committee held on 26th July 2011.

With reference to Minute 52 Members considered the following recommendation that

“the previous best value performance indicator BV84, which measured the total amount of waste collected (kg per head) be incorporated into the quarterly performance monitoring report.”

RESOLVED that

- 1) **the report be noted; and**
- 2) **the recommendation of the Overview and Scrutiny Committee to add the previous best value performance indicator (BV84) to future quarterly performance reports be approved.**

65. WORCESTERSHIRE SHARED SERVICE JOINT COMMITTEE

The Committee received the minutes of the meetings of the Worcestershire Shared Services Joint Committee held on 11th and 23rd June 2011.

RESOLVED that

the minutes be noted.

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

There were no minutes or referrals under this item.

67. ADVISORY PANELS - UPDATE REPORT

The Committee received an update on the work of the Advisory Panels and similar bodies.

RESOLVED that

the report be noted.

68. ACTION MONITORING

The Committee received an Action Monitoring report.

RESOLVED that

the report be noted.

69. EXCLUSION OF THE PUBLIC

RESOLVED that

under S.100 I of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, the public be excluded from the meeting for the following matter on the grounds that it involves the likely disclosure of exempt information as defined in the relevant paragraph 4 of Part 1 of Schedule 12 (A) of the said Act, as amended:

- **Shared Service Business Case – Land Drainage (as detailed at Minute 70 below);**
- **Shared Service Single Business (as detailed at Minute 71 below);**
- **Shared Service Business Case – Car Parking (as detailed at Minute 72 below); and**
- **Shared Service Business Case – North Worcestershire Emergency Planning Service (as detailed at Minute 73 below).**

70. SHARED SERVICE BUSINESS CASE - LAND DRAINAGE SERVICE

The Committee received a report on the Shared Services Business Case – Land Drainage, which had been considered by the Shared Services Board on 18th August 2011.

Members noted the recommendations of the Shared Services Board.

RECOMMENDED that

- 1) the shared Land Drainage Service proposals detailed in the Business Case at Option 3 be approved, in accordance with the previously agreed Project Initiation Document dated 22nd June 2011;**
- 2) the three Councils agree this new service be known as the “North Worcestershire Land Drainage Service”; and**
- 3) all initial set up costs be met from within existing budgets.**

(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 to consultations or negotiations, or contemplated consultations or negotiations in connection with labour relations matters arising between the authority and employees of, the authority. However, there is nothing exempt in this record of the proceedings.)

71. SHARED SERVICE BUSINESS CASE - SINGLE BUSINESS CASE

The Committee received a report on the Shared Services Single Business Case, which had been considered by the Shared Services Board on 18th August 2011.

Members noted the recommendations of the Shared Services Board.

RECOMMENDED that

subject to any matters detailed under the separate records below,

- 1) the Single Business Case proposals be approved in respect of shared services for the following seven**

services:

- **Community Services**
 - **Customer Services**
 - **Environmental Services**
 - **Financial Services**
 - **Legal and Democratic Services**
 - **Planning and Regeneration**
 - **Secretariat and Directorate Support Services; and**
- 2) **Members note the detail within the Operational Shared Services Agreement and that subject to the change of date in Section 14, which will remain blank until agreement has been reached by Full Council and the need for the Appendices to be populated, recommend that it be endorsed by and signed on behalf of the Full Council.**

(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 to consultations or negotiations, or contemplated consultations or negotiations in connection with labour relations matters arising between the authority and employees of, the authority. However, there is nothing exempt in this record of the proceedings.)

72. SHARED SERVICES BUSINESS CASE - CAR PARKING

The Committee received a report on the Shared Services Business Case – Car Parking, which had been considered by the Shared Services Board on 18th August 2011.

Members noted the recommendations of the Shared Services Board.

RECOMMENDED that

- 1) **Option 2 (to “extend Wychavon District Council’s Service to include Bromsgrove District Council”) be chosen as the preferred option for the future delivery of the shared Parking Service;**
- 2) **Bromsgrove District Council should introduce Civil (Decriminalised) Parking Enforcement in partnership**

with Wychavon District Council;

- 3) authority be delegated to the Head of Environmental Services to exercise the Council's civil parking enforcement powers within the District of Bromsgrove, when civil parking enforcement within the District comes into effect;
- 4) the Council enter into a Deed of Arrangements with the Parking and Traffic Regulations Outside London Adjudication Joint Committee for the functions in relation to adjudicators under Part 6 of the Traffic Management Act 2004;
- 5) authority be delegated to the Head of Legal, Equalities and Democratic Services to sign any necessary agreements or other documents to enable the introduction of civil parking enforcement within the District; and
- 6) up to £75,000 be made available within Bromsgrove District Council's budgets to meet the set up costs of Civil Parking Enforcement.

(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 to consultations or negotiations, or contemplated consultations or negotiations in connection with labour relations matters arising between the authority and employees of, the authority. However, there is nothing exempt in this record of the proceedings.)

73. **SHARED SERVICE BUSINESS CASE - NORTH WORCESTERSHIRE EMERGENCY PLANNING SERVICE**

The Committee received a report on the Shared Services Business Case – Emergency Planning, which had been considered by the Shared Services Board on 18th August 2011.

Members noted the recommendations of the Shared Services Board.

RECOMMENDED that

the proposal in respect of a shared Emergency Planning service be approved as detailed in the Business Case under Option 3 (for a North Worcestershire Shared Service).

Executive Committee

23rd August 2011

(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 to consultations or negotiations, or contemplated consultations or negotiations in connection with labour relations matters arising between the authority and employees of, the authority. However, there is nothing exempt in this record of the proceedings.)

The Meeting commenced at 7.00 pm
and closed at 8.25 pm



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Licensing

Committee

14th July 2011

MINUTES

Present:

Councillor Michael Braley (Chair), Councillor Gay Hopkins (Vice-Chair) and Councillors Andrew Brazier, Anita Clayton, Malcolm Hall, Bill Hartnett, Roger Hill, Alan Mason, Phil Mould and Jinny Pearce

Also Present:

Councillor Juliet Brunner (Portfolio Holder for Community Safety & Regulatory Services)

Officers:

C Flanagan, S Garratt, N McMenemy and G Revans

Committee Officers:

D Sunman

1. APOLOGIES

Apologies for absence were received on behalf of Councillors Anderson, Fry and R King.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES

RESOLVED that the minutes of the Licensing Committee held on 17th January 2011 be confirmed as a correct record and signed by the Chair.

4. PETITION - UNICORN HILL TAXI RANK

The Committee considered a petition requesting the re-siting of the Hackney Carriage rank on Unicorn Hill or restricting its hours of operation.

Members were informed that the petition had been received by the Overview and Scrutiny Committee at their meeting on 24th May 2011 and had been referred to this Committee, as the appropriate body, for further consideration.

.....
Chair

The Petition Organiser attended the meeting and outlined the concerns of the business owners / traders located on Unicorn Hill regarding the detrimental effect on trade which had arisen since a taxi rank had been sited on the left side of Unicorn Hill (looking down from the churchyard). He reported that several businesses had been forced to close and that the concern of local businesses was that, due to lack of parking, more would follow. He asked that consideration be given by the Council to re-siting the taxi rank (perhaps to the station car park or Bates Hill) or restricting the time of their rank usage to 5.30pm onwards and that consideration of providing some 'short stay' parking bays in Unicorn Hill would be helpful.

Members were informed that following receipt of the petition a consultation exercise had been carried out with the relevant agencies, which included West Mercia Police, West Mercia Road Traffic Management Police, Redditch Taxi Association and Worcestershire County Council (WCC). The consensus amongst those consulted was that the current location of the taxi rank was the most ideal location to service travellers on that side of the town.

Officers reported that in a previous consultation carried out in 2003/04 WCC Highways Department had advised that it would not be legally possible to provide road markings for short term parking in the day time and a taxi rank at night because of the different road markings that would be required.

Members were informed that the suggestion by the petitioners to move the rank to the station car park was not viable as the Council has no right of access to Private Land and previous enquiries had resulted in a negative response from the land owners.

RESOLVED that

- 1) **the Petition and the report be noted; and**
- 2) **no further action be taken.**

5. VEHICLE INSPECTION FEE STRUCTURE - PETITION AND OBJECTIONS

Councillor Alan Mason declared that he might have a pre-determined view in relation to this agenda item as he had attended meetings with Redditch Taxi Association. He took no part in any discussion regarding this item and was not involved in the decision made.

The Committee considered objections received to the proposed fees structure for vehicle inspections following the publication of the statutory notice as required by the Local Government (Miscellaneous Provisions) Act 1976.

Officers reported that the fees originally proposed had been set at £50 each for a Vehicle Inspection and a Vehicle Inspection Re-test. Following verbal objections by taxi drivers these fees had been reconsidered and had been amended to:

Vehicle Inspection Test	£50
Vehicle Inspection Re-test	£25

These amendments had been advertised and consulted upon.

Members were informed that the amended fees were in line with those charged by other local authorities within Worcestershire and reflected the actual cost of the work which would be undertaken at Crossgates Depot.

A new post had been created at Crossgates Depot to carry out 6 monthly testing of the Hackney Carriage and Private Hire Vehicle fleet, including re-tests and accidental damage tests. Detailed costings for the new post were circulated to members.

The Committee heard representations made on behalf of Redditch Taxi Association and their suggestion that the fee for the Vehicle Inspection Test be set at £37 with no additional charge for a re-test, should one be required.

Members agreed that they did not have sufficient detailed information on costs to be able to make an informed decision on the issue. They requested that Officers prepare a further report for discussion at a later meeting.

RESOLVED that

an additional meeting of Licensing Committee be convened on Thursday, 11th August 2011 at 7.30pm to consider a further report on the Vehicle Inspection Fee Structure.

6. STREET TRADING POLICY - REVIEW

The Committee received a report on a review of the current Street Trading Policy.

Officers reported that the current Street Trading Policy and its fee structure had not been reviewed since its introduction in 1989.

The Committee's approval was sought of the following documents to allow a twelve week public consultation exercise to take place:

- Street Trading – Policy Statement (Appendix 1)
- Street Trading – Information Pack (Appendix 2)
- Street Trading – Standard Conditions (Appendix 3)

Members noted that Appendix 3 of the report included the new proposed fees structure for Street Trading Consents.

RESOLVED that

- 1) **the contents of the draft Street Trading Policy Statement, the draft Customer Information Pack and the draft Standard Conditions, attached as Appendices 1 to 3 of the report, be approved; and**
- 2) **the approved draft versions of the documents, as specified in 1) above, be subject to public consultation, such consultation to take place over a 12 week period with the responses being reported back to the Licensing Committee.**

7. LICENSING ACT 2003 - HALF YEARLY REPORT

The Committee received a review of the functions carried out in relation to the Licensing Act 2003 by the Council and other responsible authorities over the previous six months.

Inspector Ian Joseph of West Mercia Police provided an update on the Police's activity in relation to licensing matters. He reported that the amount of crime associated with the Night Time Economy in Redditch town centre had reduced from 6.1% of the total crime in 2008/09 to 5.3% in 2010/11. He reported that the majority of the offences in the town centre were assault and public order offences and that 14% of reported incidents had related to drugs offences. He reported that this increase in drug offences was as a result of high profile operations that had targeted the supply of drugs and led to increased detections.

Inspector Joseph informed members by the Partnership Analyst that two local premises had been identified where crime and disorder might occur. The Police and the Local Authority would be working together to address the issues.

He reported that another initiative, Operation Vellum, had been successful in dealing with increased concerns regarding a group of people regularly breaching the Designated Public Place Order

Licensing Committee

14th July 2011

(DPPO) in and around Redditch town centre by drinking alcohol and engaging in antisocial behaviour.

With regards to taxi licensing Inspector Joseph highlighted the ongoing tension concerning taxi test fees and his concerns that drivers might cause significant disruption on the roads or withdraw their services on key nights of the week in pursuit of their grievances.

Inspector Joseph provided a brief update on organisational developments affecting licensing and, in particular, that Redditch shares a Licensing Officer with the rest of the County.

The Senior Licensing Practitioner reported on behalf of Worcestershire Regulatory Services (WRS) Trading Standards that a full report would be made to the January meeting of this Committee.

Members were informed that a report had been received from the Senior Community Safety Project Officer, Redditch Borough Council and that this report would be circulated with the minutes.

RESOLVED that

the six monthly report on the Licensing Act 2003 be noted.

8. LICENSING COMMITTEE WORK PROGRAMME 2011/12

Members received an update on the Committee's Work Programme 2011/12.

Members agreed that the following items be added to the Work Programme:

Date of Meeting	Title of Report	Comments
11th August 2011	Vehicle Inspection Fee Structure	Additional meeting
10th October 2011	Presentation on Regulatory Committee	
9th January 2012	Street Trading Policy	

Licensing

Committee

14th July 2011

RESOLVED that

the report be noted and the suggested amendments be included in the Work Programme.

Appendix 1: Licensing Act 2003 Cardiff Report Update - Minute 7 above refers

The Meeting commenced at 7.30 pm
and closed at 9.38 pm

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Chair



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LICENSING

Committee

11th August 2011

MINUTES

Present:

Councillor Michael Braley (Chair), Councillor Gay Hopkins (Vice-Chair) and Councillors Peter Anderson, Anita Clayton, Andrew Fry, Bill Hartnett, Roger Hill, Robin King, Phil Mould, Jinny Pearce and Brenda Quinney

Also Present:

Officers:

C Flanagan, M Kay and N McMenamin

Committee Officers:

D Sunman

9. APOLOGIES

Apologies for absence were received on behalf of Councillor A Mason.

10. DECLARATIONS OF INTEREST

There were no declarations of interest.

11. MINUTES

RESOLVED

that the minutes of the Licensing Committee held on 14th July 2011 be confirmed as a correct record and signed by the Chair.

12. VEHICLE INSPECTION FEE STRUCTURE

Following a request from Licensing Committee for additional information at their meeting on 14th July 2011, members received a further report regarding the Vehicle Inspection Fee Structure. The additional information included:

- a comparison of vehicle testing charges across the West Midlands region; and

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Chair

LICENSING

Committee

11th August 2011

- the projected income versus costs indicating a broadly cost neutral service that would be provided at Crossgates Depot.

Members heard representations made on behalf of Redditch Taxi Association which re-stated their suggestion made at the meeting of this Committee on 12th July 2011 that the fee for the Vehicle Inspection test be set at £37 with no additional charge being made for a re-test, should one be required.

An addition to the recommendation was proposed and agreed as follows:

- no inspection fee be charged if a vehicle be presented within one working day of the original test with the identified defect remedied.

RESOLVED that

- 1) the incorporation of a minor amendment made by Officers, shown within the report at paragraph 3.8 (that the cost of a Vehicle Inspection be £50 and Vehicle Inspection Re-test be £25);**
- 2) no re-inspection fee be charged if a vehicle be presented within one working day of the original test with the identified defect remedied; and**
- 3) that a further report on the review of the service including fees and charges be presented to Licensing Committee following the first six months of operation of the scheme.**

The Meeting commenced at 7.31 pm
and closed at 8.28 pm



Planning Committee

13th July 2011

MINUTES

Present:

Councillor Michael Chalk (Chair), Councillor Roger Hill (Vice-Chair) and Councillors Andrew Brazier, Wanda King, Juliet Brunner (substituting for Councillor Peter Anderson) and Alan Mason (substituting for Councillor Bill Hartnett)

Also Present:

M Collins (as a Standards Committee observer)

Officers:

S Edden, A Hussain and A Rutt and S Skinner

Committee Services Officer:

I Westmore

13. APOLOGIES

Apologies for absence were received on behalf of Councillors Peter Anderson, Malcolm Hall, Bill Hartnett, Robin King and Brenda Quinney.

14. DECLARATIONS OF INTEREST

Councillor Andrew Brazier declared a prejudicial interest in view of the fact that he had a pre-determined view in the application for prior approval 201/127/GDO (Highway verge at Green Lane, Callow Hill) as detailed at minute 17, below.

15. CONFIRMATION OF MINUTES

RESOLVED that

the minutes of the meeting of the Committee held on 15th June 2011 be confirmed as a correct record and signed by the Chair.

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Chair

**16. PLANNING APPLICATION 2011/126/COU –
20 UNICORN HILL, REDDITCH**

Change of use at ground floor from offices to restaurant and hot food take-away; change of use at first floor from offices to 2 No. flats and restaurant; minor external alterations to building.

Applicant: Dr A Bandalli

RESOLVED that

having regard to the Development Plan and to all other material considerations, Planning Permission be GRANTED, subject to the conditions and informatives summarised in the main report and the additional condition and informatives as summarised below:-

Additional Condition

“5. Details of a refuse storage facility to be submitted.”

Additional informatives

- “3. No burning of materials on site.**
- 4. Lighting – standard information item.**
- 5. Drainage.**
- 6. Food premises licence required.”**

**17. APPLICATION FOR PRIOR APPROVAL 2011/127/GDO -
HIGHWAY VERGE AT GREEN LANE, CALLOW HILL**

15m monopole, equipment cabinet and ancillary apparatus

Applicant: Vodafone UK Ltd. and Telefonica O2 UK Ltd.

The following people addressed the Committee under the Council's public speaking rules:

Ms R Campbell – objector

Ms A Massey – objector

Councillor Andrew Brazier (Ward Councillor, objecting on behalf of various residents).

RESOLVED that

having regard to the Development Plan and to all other material considerations, Prior Approval of the Local Planning Authority be REFUSED for the following reasons:

- “1) **The siting of the proposed installation would be in close proximity to a significant number of residential properties such that it would be likely to have an adverse effect on their amenity and outlook, as well as having the potential to give rise to the fear of negative health effects. As such, the proposal is considered to be contrary to PPG8 and Policy B(BE)13 of the Borough of Redditch Local Plan No.3.**
- 2) **Whilst a need for the development has been demonstrated, alternative sites are not considered to have been fully explored and it is considered likely that less harmful sites could be found that would still provide the required coverage. The proposal is therefore considered to be contrary to the requirements of the policy guidance contained within PPG8: Telecommunications.”**

(This decision was taken contrary to Officer recommendation for the reasons stated above.)

(Prior to consideration of this item, Councillor Andrew Brazier declared that, as a Ward Councillor for the area and representing the views of a number of local residents, he had a pre-determined view on this matter. He also withdrew from the meeting prior to the Committee’s debate on the matter.)

**18. PLANNING APPLICATION 2011/157/FUL –
1 HARTLEBURY CLOSE, CHURCH HILL**

First floor extension over existing garage

Applicant: Mr A Sifford

RESOLVED that

having regard to the Development Plan and to all other material considerations , Planning Permission be GRANTED, subject to the conditions and informatives as summarised in the main report.

The Meeting commenced at 7pm
and closed at 7.54pm

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CHAIR



Planning Committee

10th August 2011

MINUTES

Present:

Councillor Michael Chalk (Chair), Councillor Roger Hill (Vice-Chair) and Councillors Andrew Brazier, Brandon Clayton (substituting for Councillor Peter Anderson), Andrew Fry (substituting for Councillor Robin King), Bill Hartnett, Wanda King and Brenda Quinney

Officers:

S Edden, C Flanagan, A Rutt, S Skinner and J Staniland

Committee Services Officer:

J Smyth

19. APOLOGIES

Apologies for absence were received on behalf of Councillors Peter Anderson, Malcolm Hall and Robin King.

20. DECLARATIONS OF INTEREST

No declarations of interest were made.

21. CONFIRMATION OF MINUTES

RESOLVED that

the minutes of the meeting of the Committee held on 13th July 2011 be confirmed as a correct record and signed by the Chair.

22. PLANNING APPLICATION 2011/087/FUL – LOWANS HILL FARM, BROCKHILL LANE, REDDITCH

Reconstruction of farmhouse building to create two dwellings and conversion of existing barns to create five dwellings, erection of garage buildings and stores

Applicant: Persimmon Homes South Midlands Ltd

The following people addressed the Committee under the Council's Public Speaking rules:

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Chair

- Mr R Lee – Objector representing Brockhill Action Group
and Batchley Support Group
Ms V Kendrick – Objector representing CPRE
Ms H Inston – Agent for the Applicant.

RESOLVED that

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

- 1) **the completion of a Planning Obligation to ensure that Redditch Borough Council is paid appropriate contributions in relation to the development for the provision and maintenance of pitches, play areas and open space provision in the locality;**
- 2) **the conditions and informatives as summarised in the main report; and**
- 3) **the following additional conditions:**
 - “12) **No demolition, site clearance or development shall take place until there has been submitted to and approved in writing by the Local Planning Authority, full details of all existing trees and hedgerows on site [and surrounding the site boundaries where tree canopies overhang the site] and details of any trees/hedgerows not to be retained, together with details of any tree surgery works and measures for their protection during the course of development. The tree surgery works and tree/hedgerow protection measures shall be fully implemented prior to occupation.**

Reason: To safeguard the visual amenities of the area and in accordance with Policy B(NE).1a of the Borough of Redditch Local Plan No.3
 - 13) **No demolition, site clearance or development shall take place until all trees and hedges to be retained on the site and around the boundaries of the site have been protected in accordance with the specification set out in British Standard BS:5837 2005: Guide for Trees in relation to Construction, and such protection measures shall remain in situ for the duration of the development and in accordance with Policies B(NE)1a and B(NE)3 of the Borough of Redditch Local Plan No.3.**

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

- 14) Prior to the development hereby approved commencing, full details of a scheme for foul and surface water drainage shall be submitted to and approved in writing by the Local Planning Authority. The details thus approved shall be fully implemented prior to first use or occupation of the development.

Reason: To allow proper consideration of the proposed foul and surface water drainage systems and to ensure that the development is provided with a satisfactory means of drainage and in accordance with National Planning Policy Statements (PPS.1 and PPS.25).”

(In considering the Planning Application and representations made by public speakers in relation to the protection of historic hedgerows within the Application site and the need for clarity on the means of drainage from the site, the Committee agreed that further conditions be attached to the Planning Permission, as detailed in Resolution 3 above.)

**23. PLANNING APPLICATION 2011/152/S73 –
HOMEBASE LTD, ABBEY RETAIL PARK,
ALVECHURCH HIGHWAY, REDDITCH**

Application to vary Condition 5 of Planning Permission Reference 2009/082/FUL to allow retailing to the public from the previously approved mezzanine level

Applicant: Essex County Council Pension Fund

RESOLVED that

having regard to the Development Plan and to all other material considerations, permission be GRANTED to vary Condition 5 of Planning Application 2009/082/FUL, subject to the imposition of the revised condition and summarised informatives, as detailed in the main report.

**24. PLANNING APPLICATION 2011/177/OUT –
LAND EAST OF BROCKHILL LANE, REDDITCH**

This item had been WITHDRAWN from the Agenda by Officers and was not discussed.

(Officers had considered that, in view of the fact that the public consultation period for the application had not been due to finish until on Monday 8th August and the anticipated volume of additional representations that might have been received, it had been agreed that the application be deferred to the next meeting of the Planning Committee scheduled for 7th September 2011 to allow sufficient time for any further representations to be compiled and for Officers to respond to any issues raised that had not already been addressed within the report.)

**25. PLANNING APPLICATION 2011/179/COU –
UNIT 14 NEW MEADOW ROAD,
LAKESIDE INDUSTRIAL ESTATE, REDDITCH**

Change of use from B1 (Business Use to A3 (Café Use)

Applicant: Ms A Bennett

Ms A Bennett, the Applicant, addressed the Committee under the Council's public speaking rules.

RESOLVED that

having regard to the Development Plan and to all other material considerations, Planning Permission be GRANTED, subject to the following conditions:

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

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

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

**Drawing No. 1537.01, date stamped 6th July 2011; and
Drawing No. 1537.02, date stamped 6th July 2011.**

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

3. The use hereby permitted shall not commence until a scheme for the installation of odour equipment has been submitted to and approved in writing by the Local Planning Authority and the scheme implanted in accordance with the approved details. Such equipment shall be operated and maintained in accordance with the manufacturer's instructions.

Reason: In the interests of neighbour's amenity, in the interests of the visual amenity of the street scene and in accordance with Policy E(TCR).12 of the Borough of Redditch Local Plan No.3."

(This decision was taken contrary to Officer recommendation in view of the fact that the Committee considered that, the proposed use would complement and serve other commercial uses on the industrial estate. Members further considered that, whilst acknowledging the value of the units as employment land, the proposed use would, itself, provide opportunities for employment and, therefore, granted permission, subject to relevant conditions as detailed in the Resolution above.)

**26. PLANNING APPLICATION 2011/185/FUL –
UPPER FLOOR ADJACENT APOLLO CINEMA,
KINGFISHER SQUARE, REDDITCH**

External extension to upper level of existing
Kingfisher Shopping Centre to provide 772 sq.m of
new restaurant / takeaway floorspace
(Use Class A3-A5)

Applicant: Scottish Widdows PLC and
Scottish Widdows Unit Fund Ltd

RESOLVED that

having regard to the Development Plan and to all other material considerations, Planning Permission be GRANTED, subject to the conditions and informatives as summarised in the main report.

**27. PLANNING APPLICATION 2011/186/FUL –
LAND AT WINYATES GREEN ALLOTMENTS,
FURZE LANE, REDDITCH**

Retrospective Application for the installation of a cabin

Applicant: Mr L Clarke

The following people addressed the Committee under the Council's public speaking rules:

Mr J Gardner – supporter
Ms C Edwards – supporter
Mr S Harvey – Supporter
Cllr Malcolm Hall – Ward Member and advocate for applicants
Mr L Clarke – the Applicant.

RESOLVED that

having regard to the Development Plan and to all other material considerations, Retrospective Planning Permission be GRANTED, subject to the following summarised Conditions:

“1. The development hereby approved shall be implemented in accordance with the following plans:

**Drawing No. P2030/49A, date received 12th July 2011;
and
Document ‘A’, date received 12th July 2011.**

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

2. Details of a paint finish to be applied to the exterior surface of the cabin building hereby approved to be submitted to and approved in writing by the Local Planning Authority within one month from the date of the granting of the Consent. The paint finish approved shall be applied to the exterior of the building within three months from the date of the granting of this Consent. The building shall continue to be maintained to the satisfaction of the Local Authority in perpetuity.

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

- 3. The cabin hereby permitted shall be used solely for purposes ancillary to the use of the allotments and shall at no time be used for any other purpose, including industrial or for business activities of any description whatsoever.**

Reason: In the interests of protecting residential amenities having regard to the relationship of the building to nearby properties, in accordance with Policy B(BE).13 of the Borough of Redditch Local Plan No.3.”

(This decision was taken contrary to Officer recommendation for the reason that Members considered the structure, and the purposes it was proposed the cabin would be used for, would not harm the visual amenity of the area, particularly given its location within the allotment boundary; the proposals for a suitable paint colour and landscaping plan.)

The Meeting commenced at 7.00 pm
and closed at 9.06 pm

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CHAIR

