

additional papers 1

# Executive Committee

Tue 21 Feb  
2012  
7.00 pm

Committee Room 2  
Town Hall  
Redditch



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

# Access to Information - Your Rights

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The Local Government (Access to Information) Act 1985 widened the rights of press and public to attend Local Authority meetings and to see certain documents. Recently the Freedom of Information Act 2000, has further broadened these rights, and limited exemptions under the 1985 Act.

Your main rights are set out below:-

- Automatic right to attend all Council and Committee meetings unless the business would disclose confidential or “exempt” information.
- Automatic right to inspect agenda and public reports at least five days before the date of the meeting.
- Automatic right to inspect minutes of the Council and its Committees (or summaries of business undertaken in private) for up to six years following a meeting.
- Automatic right to inspect lists of background papers used in the preparation of public reports.
- Access, upon request, to the background papers on which reports are based for a period of up to four years from the date of the meeting.
- Access to a public register stating the names and addresses and electoral areas of all Councillors with details of the membership of all Committees etc.
- A reasonable number of copies of agenda and reports relating to items to be considered in public must be made available to the public attending meetings of the Council and its Committees etc.
- Access to a list specifying those powers which the Council has delegated to its Officers indicating also the titles of the Officers concerned.
- Access to a summary of the rights of the public to attend meetings of the Council and its Committees etc. and to inspect and copy documents.
- In addition, the public now has a right to be present when the Council determines “Key Decisions” unless the business would disclose confidential or “exempt” information.
- Unless otherwise stated, all items of business before the Executive Committee are Key Decisions.
- (Copies of Agenda Lists are published in advance of the meetings on the Council’s Website:  
[www.redditchbc.gov.uk](http://www.redditchbc.gov.uk)

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**If you have any queries on this Agenda or any of the decisions taken or wish to exercise any of the above rights of access to information, please contact**

**Denise Sunman  
Committee Support Services**

**Town Hall, Walter Stranz Square, Redditch, B98 8AH**

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**Minicom: 595528**

# Welcome to today's meeting.

## Guidance for the Public

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### ***Agenda Papers***

The **Agenda List** at the front of the Agenda summarises the issues to be discussed and is followed by the Officers' full supporting **Reports**.

### ***Chair***

The Chair is responsible for the proper conduct of the meeting. Generally to one side of the Chair is the Committee Support Officer who gives advice on the proper conduct of the meeting and ensures that the debate and the decisions are properly recorded. On the Chair's other side are the relevant Council Officers. The Councillors ("Members") of the Committee occupy the remaining seats around the table.

### ***Running Order***

Items will normally be taken in the order printed but, in particular circumstances, the Chair may agree to vary the order.

***Refreshments*** : tea, coffee and water are normally available at meetings - please serve yourself.

### ***Decisions***

Decisions at the meeting will be taken by the **Councillors** who are the democratically elected representatives. They are advised by **Officers** who are paid professionals and do not have a vote.

### ***Members of the Public***

Members of the public may, by prior arrangement, speak at meetings of the Council or its Committees. Specific procedures exist for Appeals Hearings or for meetings involving Licence or Planning Applications. For further information on this point, please speak to the Committee Support Officer.

### ***Special Arrangements***

If you have any particular needs, please contact the Committee Support Officer.

Infra-red devices for the hearing impaired are available on request at the meeting. Other facilities may require prior arrangement.

### ***Further Information***

If you require any further information, please contact the Committee Support Officer (see foot of page opposite).

### ***Fire/ Emergency instructions***

**If the alarm is sounded, please leave the building by the nearest available exit – these are clearly indicated within all the Committee Rooms.**

**If you discover a fire, inform a member of staff or operate the nearest alarm call point (wall mounted red rectangular box). In the event of the fire alarm sounding, leave the building immediately following the fire exit signs. Officers have been appointed with responsibility to ensure that all visitors are escorted from the building.**

**Do Not stop to collect personal belongings.**

**Do Not use lifts.**

**Do Not re-enter the building until told to do so.**

**The emergency Assembly Area is on Walter Stranz Square.**

# Declaration of Interests: Guidance for Councillors

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DO I HAVE A "PERSONAL INTEREST" ?

- Where the item relates or is likely to affect your **registered interests** (what you have declared on the formal Register of Interests)

**OR**

- Where a decision in relation to the item might reasonably be regarded as affecting **your own** well-being or financial position, or that of your **family**, or your **close associates** more than most other people affected by the issue,

you have a personal interest.

WHAT MUST I DO? **Declare the existence, and nature, of your interest and stay**

- The declaration must relate to specific business being decided - a general scattergun approach is not needed
- **Exception** - where interest arises only because of your membership of another **public body**, there is no need to declare unless you **speak** on the matter.
- You **can vote** on the matter.

IS IT A "PREJUDICIAL INTEREST" ?

In general only if:-

- It is a personal interest **and**
- The item affects your **financial position** (or conveys other benefits), or the position of your **family, close associates** or bodies through which you have a **registered interest** (or relates to the exercise of **regulatory functions** in relation to these groups)

**and**

- A member of public, with knowledge of the relevant facts, would reasonably believe the interest was likely to **prejudice** your judgement of the public interest.

WHAT MUST I DO? **Declare and Withdraw**

BUT you may make representations to the meeting before withdrawing, **if** the public have similar rights (such as the right to speak at Planning Committee).



# Executive

21st February 2012

7.00 pm

## Committee

Committee Room 2 Town Hall

### Agenda

#### Membership:

Cllrs: Carole Gandy (Chair) Malcolm Hall  
Michael Braley (Vice-Chair) Jinny Pearce  
Juliet Brunner Debbie Taylor  
Greg Chance Derek Taylor  
Brandon Clayton

**5. Housing Revenue Account - Outcome of Review**

(Pages 113 - 114)

Head of Housing and Head of Finance and Resources

Additional information from the Overview and Scrutiny Committee held on 14th February 2012 in respect of the Housing Revenue Account Review.

(Extract from minutes attached)

**All Wards;**

**7. Street Naming Policy - Review**

(Pages 115 - 116)

Head of Business Transformation

Additional information from the Overview and Scrutiny Committee held on 14th February 2012 in respect of the review of the Street Naming Policy.

(Extract from minutes attached)

**All Wards;**





# Overview and Scrutiny Committee

Tuesday, 14th February, 2012

## MINUTES

### Present:

Councillor Phil Mould (Chair), Councillor Mark Shurmer (Vice-Chair) and Councillors Peter Anderson, Andrew Brazier, Simon Chalk, Andrew Fry, Bill Hartnett, Gay Hopkins and Brenda Quinney

### Also present:

A Scarce

### Officers:

S Hanley, T Kristunas, S Morgan and S Skinner.

### Overview and Scrutiny Support Officers:

J Bayley and M Craggs

### RELEVANT EXTRACT FROM THE MINUTES OF THE OVERVIEW AND SCRUTINY COMMITTEE MEETING - MINUTE 169

### HOUSING REVENUE ACCOUNT REPORT - UPDATE ON FUTURE ARRANGEMENTS

Members received a report on the Housing Revenue Account review for pre-scrutiny.

Officers advised that the previous Housing Revenue Account subsidy system was due to be replaced with a new Council housing finance process, called self-financing. As part of this process a valuation had been made of each local authority's Council housing stock and assumptions had been made by the government regarding each Council's income through rents and maintenance expenditure over the next 30 years.

The Council would need to pay the government £98.929 million for the local authority's housing stock by 28th March 2012, though money could be borrowed to cover these costs from the Public Works Loans Board. The local authority would be required to pay back the amount that had been borrowed over the next 30 years.

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Chair

# **Overview and Scrutiny Committee**

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Tuesday, 14th February, 2012

Members agreed that Officers' proposal to pay back the amount that had been borrowed every five years after year 15 of the process would help to minimise the risks of this borrowing to the Council.

A draft Capital Programme for the following 30 years had also been provided for Members' consideration. Funds had been transferred from the current Major Repairs Reserve (MRR) to this Capital Programme. Members were advised that until year 11 surplus funds would not be available from the Capital Programme to repay the borrowing. However, in subsequent years significant funding would be available from the programme to contribute to repayments.

## **RECOMMENDED that**

**subject to the Council's approval of the budgetary implications,**

- 1) the 5 year Housing Capital Programme, as set out at Appendix 1 to the report, be approved;**
- 2) the Director of Finance and Corporate Resources be authorised to acquire debt from the Public Works Loans Board up to the amount of the actual Debt Cap in line with the profile set out at Appendix 4 to the report;**
- 3) subject to Members' comments, the viability of the 30 year business case for the Housing Revenue Account, and the projected availability of resources within the Business Plan to undertake projects such as regeneration be noted;**
- 4) Officers be authorised to incur expenditure as detailed in Appendix 1 to the report, up to the limit approved by the Council and for the purposes detailed in the report;**
- 5) the Council approve the financial / budgetary implications, as detailed in the report; and**

## **RESOLVED that**

**the report be noted.**





# Overview and Scrutiny Committee

Tuesday, 14th February, 2012

## MINUTES

### Present:

Councillor Phil Mould (Chair), Councillor Mark Shurmer (Vice-Chair) and Councillors Peter Anderson, Andrew Brazier, Simon Chalk, Andrew Fry, Bill Hartnett, Gay Hopkins and Brenda Quinney

### Also present:

A Scarce

### Officers:

S Hanley, T Kristunas, S Morgan and S Skinner.

### Overview and Scrutiny Support Officers:

J Bayley and M Craggs

## EXTRACT FROM THE OVERVIEW AND SCRUTINY COMMITTEE'S MINUTES - MINUTE 170

### STREET NAMING AND NUMBERING POLICY - PRE-SCRUTINY

As requested the Committee received a report on the Street Naming and Numbering Policy for pre-scrutiny.

Members were advised that the revised Street Naming and Numbering Policy contained many of the points that had been detailed in the previous version of the policy. However, additional information had been added to the policy including information about the legislative framework and standards for road signage.

The Council was committed in the policy to prioritising any suggestions from Feckenham Parish Council for the parish as long as the proposals met the approved naming criteria. In cases where the Parish Council's suggestions did not correspond with this naming criteria authority to make a decision on the proposals would be delegated to the Director of Planning, Regeneration, Housing and Regulatory Services in conjunction with the Head of Business Transformation. This would require a further addition to the Scheme of Delegation to Officers.

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Chair

# Overview and Scrutiny Committee

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Tuesday, 14th February, 2012

Local Councillors would continue to be consulted with regards to the selection of street names for streets within their wards. These names could be selected from the Candidate List for Street Names provided in the policy, though consideration would also be given to additional names proposed by Members when appropriate.

Members suggested that the artist Norman Neasom should be added to the list of well-known local “characters” detailed in the Candidate List for Street Names. Officers were also asked to review a number of signs located in the Borough where spelling mistakes and incorrect ward references had been identified by Members.

#### **RECOMMENDED that**

- 1) the revised policy on Street Naming and Numbering, as attached to the report at Appendix 1 and 2, be approved and adopted;**
- 2) authority be delegated to the Head of Business Transformation to carry out all functions relating to the addressing process, as now detailed in the revised Policy;**
- 3) the Scheme of Delegation to Officers be updated accordingly; and**

#### **RESOLVED that**

**the report be noted.**

The Meeting commenced at 7.00 pm  
and closed at 8.10 pm