

additional papers 1

Council

Monday
19 January
2009
7.00 pm

Council Chamber
Town Hall
Redditch

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- 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

**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
Ivor Westmore
Committee Support Services**

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6. Executive Committee

- C. To receive the Decision Notices and consider the recommendations and / or referrals from the following meetings of the Executive Committee:

7 January 2009

Matters requiring the Council's consideration may include:

- Economic Priorities 2008 – 2018;
- Worcestershire Homelessness Strategy;
- Waste Services;
- Grant Applications 2009 – 2010;
- Disabled Facilities Grant;
- Arrow Vale Sports Centre;
- Free Swimming Initiative;
- Council Magazine;
- Electronic Agendas;
- Housing Revenue Account 2008/09 and 2009/10; and
- Shared Service Business Cases – Electoral Services and Community Safety Services.

13 January 2009

Matters requiring the Council's consideration include:

- Third Sector Task and Finish Group Report

(Decision Notices attached)



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Executive Committee

7 January 2009

Notice of Decisions

Present:

Councillor Carole Gandy (Chair), Councillor Michael Braley (Vice-Chair) and Councillors P Anderson, J Brunner, B Clayton, M Hall and C MacMillan

Also Present

Councillors K Banks and P Mould

Officers:

S Horrobin, G Revans, M Bough, P Rose, R Bamford, K Dicks, H Halls, S Hanley, G Harris, S Mullins, S Skinner, E Storer, L Tompkin, K Watkins, A Marklew and T Kristunas

Committee Services Officer:

I Westmore, D Sunman

172. APOLOGIES

No apologies for absence were received.

173. DECLARATIONS OF INTEREST

Councillors Anderson and Gandy declared a personal and prejudicial interest in Item 17 (Polling Stations Review), as detailed at Minute 188 below.

Councillor Brunner declared a personal interest in Item 14 (Arrow Vale Sports Centre – Installation of Interactive Gym) as detailed at Minute 185 below.

174. LEADER'S ANNOUNCEMENTS

The following items of business, scheduled on the Forward Plan to be dealt with at this meeting, had been rescheduled to a later meeting:

- **Review of Dog Warden Service; and**
- **Claverdon Close – Option Appraisal**

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Chair

Executive Committee

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

Item 5 – Housing Revenue Account;

Item 6 – Fees and Charges 2009/10;

Item 7 – Virement Request – Benefits Service;

Item 13 – Section 106 Planning Obligations – Appendix 1; and

Item 24 – Shared Service Board Minutes, 18 December 2008

Item 20 – Shared Service Business Cases.

175. COUNCIL TAX BASE 2009/10

RESOLVED that

- 1) the calculation of the Council's Tax Base for the whole and parts of the area for 2009/10, as detailed in the Appendices to the report, be approved; and
- 2) in accordance with the Local Authorities (Calculation of Tax Base) Regulations 1992, the figures calculated by the Redditch Borough Council as its tax base for the whole area for the year 2009/10 be 27,270.10 and for the parts of the area listed below be:

Parish of Feckenham	<u>362.09</u>
Rest of Redditch	<u>26,908.01.</u>

(Officers undertook to prepare a Press Release to inform residents that they should inform the Council, at the earliest opportunity, if they were experiencing difficulties with payment of Council Tax or Rent during the present financial downturn.)

176. HOUSING REVENUE ACCOUNT 2009/10

RECOMMENDED that

- 1) the revised estimates for 2008/09 as set out at Appendix A to the report be approved; and
- 2) the draft 2009/10 Housing Revenue Account attached to the report at Appendix A, as amended

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**by the appropriate resolution below, be approved,
and**

- 3) the actual rent increases for 2009/10 be limited to 7%.**

(The Head of Financial, Revenues & Benefits Services undertook to provide additional information on increases in supervision and management expenditure (Appendix A) for Councillor Anderson)

177. FEES AND CHARGES 2009/10

RECOMMENDED that

- 1) In cases where:
 - a) fees or charges are statutory;**
 - b) fees and charges are set externally (for example under the Model Scheme of Charges for Building Control fees & charges;**
 - c) the Council has delegated authority for Officers to vary fees and charges to take into account various circumstances; or**
 - d) fees and charges are established under separate processes, for example the setting of Taxi Fares,**
the requirement for a general minimum 5% increase in fees and charges be waived;**
- 2) the proposed fees and charges 2009/10, as listed in the appendices to report, be approved; and**
- 3) that the Council seek to achieve an increase in income of £157,000 from these measures.**

(Officers undertook to provide additional information on fees paid by spectators at swimming pools, community centres managed by the Council and the strategy behind the calculation of increased fees.)

178. VIREMENT REQUEST - BENEFITS SERVICE

RESOLVED that

£23,000 be vired from Financial Services to the Benefits Service to fund external support in lieu of the Benefits Service inspection and to provide additional resources to manage the increased workload.

179. DRAFT ECONOMIC PRIORITIES - OUTCOMES OF CONSULTATION

RESOLVED that

- 1) the consultation process, and responses to consultation, set out in Appendix A and B respectively be noted; and**

RECOMMENDED that

- 2) the changes to the draft economic priorities (following public consultation), set out in Appendix C be approved; and**
- 3) the priorities be added to the Constitutional Policy Framework.**

180. COUNTYWIDE HOMELESSNESS STRATEGY AND ACTION PLAN

RECOMMENDED that

- 1) the Worcestershire Countywide Homelessness Strategy 'Working Together to Change Lives' be approved; and**

RESOLVED that

- 2) Council Officers continue working with key stakeholders to develop a Local Homelessness and Housing Advice Strategy following the recent review of local services.**

181. FUTURE DEVELOPMENT OF WASTE SERVICES AND REVIEW OF THE JOINT MUNICIPAL WASTE MANAGEMENT STRATEGY

RESOLVED that

- 1) a feasibility study including a cost benefit analysis be completed for the remaining properties (as detailed in Appendix 1) by the end of January 2009 and that authority be delegated to the Head of Environment, in consultation with the Portfolio Holder for Local Environment, Planning and Transport, to agree which premises are not suitable to receive a recycling collection;**
- 2) Members determine whether charges should be levied for waste collection from the premises listed where a charge can be made;**
- 3) collection arrangements be developed and implementation decisions be delegated to the Head of Environment in consultation with the Portfolio Holder for Local Environment, Planning and Transport, and that new collection arrangements be put in place by the end of March 2010;**
- 4) a pricing schedule and guidance for one-off collections of extra waste from charities be developed for later inclusion in the 2009/10 Fees and Charges;**
- 5) in order to meet increasing national targets for recycling and composting, the feasibility of a chargeable self funding garden waste collection, and delivery of this in partnership with Bromsgrove District Council, be explored and Officers draw up detailed proposal and a business case for Members' further consideration in 2009;**
- 6) the Council's preferred approach be not to introduce separate collections of food waste but to promote ways of preventing/minimising food waste by supporting the 'Love Food Hate Waste' national campaign led by the Waste Resources Action Programme;**

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- 7) the short- and medium-term and long-term actions listed in Appendix 4 at paragraph 3.1 be implemented;
- 8) when the reviews are completed, recommendations for the future of the sites be made and authority be delegated to the Head of Environment, in consultation with the Portfolio Holder for Local Environment, Planning and Transport, to agree on changes to be made to sites;
- 9) formal management arrangements of sites with owners of private land where recycling banks are provided be agreed;
- 10) a methodology for ways of supporting re-use be developed and the decision to allocate funding from within existing waste management budgets be delegated to the Head of Environment, in consultation with the Portfolio Holder for Local Environment, Planning and Transport;
- 11)
 - a) the bulky household waste service continue to exclude 'fixtures and fittings' and residents therefore be referred, from April 2009, to a list of potential suppliers who can collect such items;
 - b) the charge for bulky collections be set at a level to cover the cost of providing the service;
 - c) [see recommendation 13) below re increased charges for bulky waste collections];
- 12) the possibility of requiring developers to provide the required appropriate waste collection systems/receptacles for each new property via planning conditions or planning obligations be explored; and

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RECOMMENDED that

- 13) the charge for bulky household waste collections be increased to £15 from April 2009; and
- 14) authority be delegated to the Head of Environment in consultation with the Leader and Deputy Leader of the Council and the Portfolio Holder for Local Environment, Planning and Transport, to endorse the draft revised Joint Municipal Waste Management Strategy for Herefordshire and Worcestershire for public consultation and that the revised Strategy be brought to Members during the consultation period and an information session for Members held to discuss the revised Strategy in more detail.

(Officers undertook to investigate charges for collection of bulky items at a standard cost for 3 items and a unit cost for additional items. Officers also undertook to discuss the options for recycling contaminated wood at the Crossgates site.)

182. GRANT APPLICATIONS 2009/10**RECOMMENDED that**

- 1) the budget for grants to voluntary sector organisations for 2009 / 10 be set at £244, 800; and

RESOLVED that

- 2) subject to Council approval of the budget at 1) above, grants be awarded to voluntary sector organisations as detailed below:

Organisation	Amount Awarded
North Worcestershire Disability Information and Advice Line (DIAL)	£1,000
Redditch Choral Society	£1,000
Redditch Twins and Multiple Births Group	£200
Vitalise	£794
Age Concern Redditch and District	£3,270
Batchley Support Group / Talking Drums	£10,000
Caribbean Roots Connection	£7,442

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Organisation	Amount Awarded
Indigo Arts	£6,062
NewSong Community Church (NewStarts Reuse and Resettlement Project)	£3,843

(Officers undertook to contact all organisations on 8 January to inform them of the recommendations to Council regarding their Grant Applications.)

183. DISABLED FACILITIES GRANT - NATIONAL CHANGES

RESOLVED that

- 1) the package of changes introduced nationally to the Disabled Facilities Programme be noted;

RECOMMENDED that

- 2) the Council implement the general consent enabling the Local Authority to place a limited charge on owner/occupied Disabled Facilities Grant (DFG) adapted properties where the grant exceeds £5,000 and introduce a condition requiring repayment of the grant of up to a maximum of £10,000 in the event of the adapted property being sold within 10 years of the grant being awarded;
- 3) in the event of this Authority implementing a charge and repayment condition, authority to waive the repayment condition in accordance with the Government's criteria set out in Sect 5.19(b) of the report, be delegated to the Care & Repair Manager in consultation with the Housing Policy Manager and relevant Portfolio Holder;
- 4) Disabled Facilities Grants and Lifetime Grants be secured against the property as set out in 5.24 for registered property and 5.27 for unregistered property; and
- 5) any repayments received from DFG's be recycled into the DFG programme and any payments received from Lifetime Grants be recycled into the Lifetime Grants programme.

(Officers undertook to investigate charges for removing / recycling / reusing equipment no longer required.)

184. SECTION 106 PLANNING OBLIGATIONS

RESOLVED that

that the current position be noted.

185. ARROW VALE SPORTS CENTRE - INSTALLATION OF INTERACTIVE GYM

RECOMMENDED that

the provision of the Interactive Gym Project in partnership with Worcestershire County Council at Arrow Vale Sports Centre be supported, subject to the capital bid for funding from the County Council's Youth Capital Grant Fund being successful.

(Prior to consideration of this item, and in accordance with the requirements of Section 81 of the Local Government Act 2000, Councillor Brunner declared a personal, but not prejudicial, interest in view her involvement with the A.I.M. (Activities in Matchborough) Partnership.)

186. FREE SWIMMING - UNDER16'S

RECOMMENDED that

- 1) the Council take part in the Government's free swimming initiative for the under 16s at the Council's swimming pools for a two year period years between April 2009 and March 2011;**
- 2) the post of Swimming Development Officer be funded for a period of 2 years between April 2009 and March 2011.**

187. COUNCIL MAGAZINE - RE-INTRODUCTION

RESOLVED that

- 1) subject to the Council's approval of the change of policy and financial implications,**

with effect from spring 2009, the magazine be once again published for the benefit of Borough residents

with the following arrangements;

- a) it be re-introduced for a trial period covering three issues;
- b) the first of these be a spring edition (published late March), followed by a summer edition (published late June) and a combined autumn/winter edition (published late November);
- c) a maximum sum of £5,000 be vired from the Publicity & Promotion Budget (0617 4700) to enable the spring edition to be published (the eventual cost being expected to be lower as described at d) below);
- d) approximately a quarter of the magazine be given over to advertising to help offset the costs of producing and distributing the magazine, with each edition comprising a total of 32 pages;
- e) funding for the summer and autumn/winter editions be subject to the outcome of revenue bids at the appropriate cycle of meetings;
- f) Magazine contents be agreed, in advance, in consultation with a new Editorial Panel (comprising two Councillors from the Conservative Group and one each from the Labour and Liberal Democrat Groups);
- g) in the spirit of sharing services, and to help keep production costs to a minimum, Officers explore the possibility of printing and distributing Redditch Borough Council's magazine alongside Bromsgrove District Council's 'Together' magazine, which is also produced three times a year; and

RECOMMENDED that

- 2) the Council approve the change of policy and above detailed financial implications.

188. POLLING STATIONS REVIEW - 2009

RESOLVED that

- 1) the report be noted;
- 2) no changes be made at the current time to existing Polling Stations;
- 3) in respect of the Abbeywood First School (Church Hill North CH-B Polling District), this be retained as the agreed Polling Station for the electoral area, for the reasons stated in the report:
- 4) in respect of the Vaynor First School (Vaynor HO-A Polling District), this be retained as the agreed Polling Station for the electoral area, for the reasons stated in the report; and
- 5) the schools be so advised.

(Prior to consideration of this item, and in accordance with the requirements of Section 81 of the Local Government Act 2000, Councillors Gandy and Anderson declared personal and prejudicial interests in view of the fact of their involvement in the Governance procedure at Vaynor First School, and withdrew from the meeting. Councillor Braley (Deputy Chair) in the Chair for this item.)

189. ELECTRONIC AGENDAS - MODERN.GOV

RECOMMENDED that

with effect from Tuesday, 20 January 2009, the following revised arrangements be implemented;

- 1) paper copy agendas, reports and minutes will be prepared and provided only for relevant Committee members, substitute Members (if notified to Committee Services), attending Officers, and potential public attendees;
- 2) other Members, Officers, press, etc. will receive e.mail alerts with links to electronic (website) version of Committee papers;
- 3) Members and other relevant parties without access to e.mail / website will continue to receive paper copies, if

required, so that they may continue to keep informed about the Council's business;

- 4) other documentation, such as the Forward Plan, Decision Notices, Memos and letters be similarly sent to Members by electronic means so far as possible, subject to the exceptions mentioned at recommendation 3) above;
- 5) the standard assumption henceforward be for the electronic transmission of documents, so far as practicable for the conduct of the Council's business; and
- 6) relevant references in the Constitution be amended in accordance with Members' final decisions.

190. OVERVIEW AND SCRUTINY COMMITTEE

The minutes of the meetings on 6 and 26 November 2008 were noted.

191. MINUTES / REFERRALS - SHARED SERVICES BUSINESS CASES

RECOMMENDED that

- 1) a shared Electoral Service for Redditch Borough Council and Bromsgrove District Council led by Bromsgrove District Council be established;
- 2) a shared Community Safety team for Redditch Borough Council and Bromsgrove District Council led by Redditch Borough Council be established;
- 3) both the respective services be the subject of a detailed Service Level Agreement delegated to the respective Heads of Legal Services following full Council consideration; and
- 4) the proposals be subject to formal consultation with all affected staff and the respective Trade Unions if agreed by the respective decision making bodies of each Council.

(In view of the fact that the report contained information relating to consultations / negotiations in connection with labour relations, part

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of this discussion took place after the exclusion of the press and public. There is nothing exempt, however, in this record of the proceedings.)

192. ADVISORY PANELS - UPDATE REPORT

RESOLVED that

the report be noted.

193. ACTION MONITORING

Members noted the Action Monitoring sheet.

194. EXCLUSION OF THE PUBLIC

RESOLVED that

- 1) **under S100 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 following matter on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12 (A) of the said Act, as amended.**

Shared Services Business Cases (as detailed at Minute 191 above); and

- 2) **non-member, Mr Collins, be permitted to remain.**

195. CONFIDENTIAL MINUTES / REFERRALS - SHARED SERVICES BOARD MINUTES, 18 DECEMBER 2008

Members received and noted the minutes of the Shared Services Board held on 18 December 2008.

The Meeting commenced at 7.00 pm
and closed at 10.40 pm

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Chair



Executive Committee

13 January 2009

Notice of Decisions

Present:

Councillor Carole Gandy (Chair), Councillor Michael Braley (Vice-Chair) and Councillors P Anderson, J Brunner and B Clayton

Also Present

Councillors K Banks, P Mould, J Pearce, M Shurmer and D Thomas

Officers:

J Bayley, S Hanley, A Heighway, A Marklew and P Rose

Committee Services Officer:

I Westmore

196. APOLOGIES

Apologies for absence were received from Councillor MacMillan. Apologies for absence were also received from Councillor Hall who, in accordance with the requirements of Section 81 of the Local Government Act 2000, had made a declaration of personal and prejudicial interest as detailed at Minute 199 (Decision 4 on this notice), below.

(Members asked that the question of interests in respect of this report be clarified prior to the meeting of Council on 19 January).

197. DECLARATIONS OF INTEREST

There were no declarations of interest other than those indicated in the Apologies above and the previously declared interests of the Task and Finish Group Members as detailed within the Report from the Group.

198. LEADER'S ANNOUNCEMENTS

There were no Leader's announcements.

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Chair

199. REPORT OF THE THIRD SECTOR TASK AND FINISH GROUP

RECOMMENDED that

- 1) the Council adopt a written Grants Policy and Procedure;**
- 2a) the Council's purpose for funding the third sector be aligned to the following mission statement "Redditch Borough Council supports Voluntary and Community Sector organisations because we believe that a vibrant third sector is vital to our community";**
- 2b) the criteria for grants applications be aligned to the Redditch Sustainable Community Strategy priorities;**
- 3) the Shopping, Investing and Giving funding framework be adopted for the Council's grants process;**
- 4) the Council officially endorse the Worcestershire Compact;**
- 5) further work be undertaken into the following issues:**
 - a) a review of ways to enhance Voluntary and Community Sector involvement in the Redditch Partnership;**
 - b) a review of the Council's provision of non-grant support to the Voluntary and Community Sector;**
 - c) a review of how the Council should meet its responsibilities as set out in the Worcestershire Compact agreement;**
 - d) a review of how the six equalities strands could be embedded in the working practices of Redditch Borough Council and the Redditch Partnership;**
 - e) a review of the Council's procurement code; and**
 - f) a review of how multi-year funding arrangements should be implemented as part of the Council's grants process; and**

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Committee**

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- 6) **subject to the successful submission and approval of a revenue bid, the Council introduce a clerical support role in the policy team to support the grants process.**

(It was noted that one of the principles underlying Recommendation 1, as detailed below, had been omitted in error from the executive summary, although included in the full report:

- i) “organisations should demonstrate an outcomes focus in applications for funding.”

Members encouraged Officers to follow the example of the report from the Task and Finish Group and make use of executive summaries within reports to all Committees.

The Leader indicated that she was prepared to discuss the provision of a joint-funded post to support the grants process with the other local authorities in the north of the County. The Leader also indicated that the Executive would consider the further work to be undertaken (detailed in Recommendation 5) and come back with suggestions for further work in due course.)

200. MINUTES / REFERRALS - OVERVIEW AND SCRUTINY COMMITTEE, EXECUTIVE PANELS, NEIGHBOURHOOD GROUPS ETC.

There were no further referrals under this item.

The Meeting commenced at 7.00pm
and closed at 7.54pm

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Chair

