

additional papers 1

# Overview and Scrutiny Committee

Tue 22 May  
2012  
7.00 pm

Committee Room Two  
Town Hall  
Redditch



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# 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.

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# 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:-

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- 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).



# Overview and Scrutiny

## Committee

Tuesday, 22nd May, 2012

7.00 pm

Committee Room 2 Town Hall

### Agenda

**Membership:** Committee membership to be determined at the Annual Meeting of Council on Monday 21st May 2012.

<p><b>4. Promoting Sporting Participation Task Group Final Report</b></p> <p>(Pages 1 - 30)</p> <p>Councillor Luke Stephens</p>	<p>To receive and consider the Promoting Sporting Participation Task Group's final report.</p> <p>(Report attached).</p> <p><b>(No Specific Ward Relevance);</b></p>
<p><b>7. Overview and Scrutiny Training - Feedback</b></p> <p>(Pages 31 - 42)</p>	<p>To consider feedback from the Overview and Scrutiny Training session on Monday 14th May 2012 and to determine whether to further investigate any suggested items for scrutiny.</p> <p>(Report to follow).</p> <p><b>(No Specific Ward Relevance);</b></p>
<p><b>9. Executive Committee Minutes and Scrutiny of the Forward Plan</b></p> <p>(Pages 43 - 58)</p>	<p>To consider the minutes of the latest meeting(s) of the Executive Committee and also to consider whether any items on the Forward Plan are suitable for scrutiny.</p> <p>(Minutes attached, Forward Plan to follow).</p> <p><b>(No Specific Ward Relevance);</b></p>





## Overview & Scrutiny

# Promoting Sporting Participation Review

May 2012

0512 BA0912





# Promoting Sporting Participation

## ***Duration of the review***

July 2011 – May 2012

## ***Task group membership***

Councillor Luke Stephens (Chair)  
Councillor David Bush  
Councillor Simon Chalk  
Councillor Adam Griffin  
Councillor Robin King  
Councillor Mark Shurmer

## ***Democratic Services Officer***

Michael Craggs

## ***Date for submission of report***

May 2012

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# Chair's Foreword

In the year the Olympics come to Britain and with sporting fever set to grip the nation, the Overview & Scrutiny Committee believed it would be an appropriate time to launch a review into promoting sporting participation in the town. While at the start of the review we hoped to use the Olympics as a spring board, due to time constraints we have instead focused on the areas that we believe will leave a lasting legacy and ensure that Redditch has a positive sporting culture moving forward.

Time and time again throughout the review, the lack of promotion and knowledge of the facilities that Redditch should be proud to have was apparent and it is in this area that makes up the main crux of the report. It should be noted that the Leisure and Culture department has recently gone through major changes and have been running new initiatives running alongside this report. I look forward to seeing the success that they bring.

On behalf of the group I would like to thank all of the Officers who have helped us along the way, including John Godwin and Laura Kerrigan for their advice and support. Special thanks go to Michael Craggs who has been there to help and advise throughout.

Thank you to my fellow Councillors Mark Shurmer, Simon Chaik, David Bush, Adam Griffin and the late Robin King. It has been a pleasure working with you all and I am proud of the passion that the group has shared.

I hope that my fellow councillors will see the merits in the recommendations included and they can be a first step to creating a healthier and happier future for all Redditch residents.

**Cllr Luke Stephens**  
**Chair, Promoting Sporting Participation Review Group**



**Councillor Luke Stephens**

# Contents Page

<b><i>Introduction</i></b>	<b><i>page 1</i></b>
<b><i>Recommendations</i></b>	<b><i>page 2</i></b>
<b><i>Background</i></b>	<b><i>page 3</i></b>
<b><i>Evidence Gathering</i></b>	<b><i>page 4</i></b>
<b><i>Current Activities</i></b>	<b><i>page 5</i></b>
<b><i>Recommendation 1</i></b>	<b><i>page 6</i></b>
<b><i>Recommendation 2</i></b>	<b><i>page 8</i></b>
<b><i>Recommendation 3</i></b>	<b><i>page 9</i></b>
<b><i>Recommendation 4</i></b>	<b><i>page 12</i></b>
<b><i>Recommendation 5</i></b>	<b><i>page 13</i></b>
<b><i>Conclusion</i></b>	<b><i>page 14</i></b>
<b><i>Background Papers</i></b>	<b><i>page 15</i></b>

# Contents Page

<b><i>Acknowledgements</i></b>	<b><i>page 16</i></b>
<b><i>Overview and Scrutiny Contacts</i></b>	<b><i>page 17</i></b>
<b><i>Appendix A: Sports Clubs Questionnaire</i></b>	<b><i>page 18</i></b>
<b><i>Appendix B: Sports Users Questionnaire</i></b>	<b><i>page 19</i></b>

# Introduction

This report presents the findings and recommendations of the Promoting Sporting Participation Review Group which was commissioned by the parent Overview and Scrutiny Committee in 2011 to investigate how sporting provision in the town could be promoted and publicised more effectively to help arrest a recent decline in adult participation rates for sport in Redditch during recent years.

There were a number of original aims and objectives of the scrutiny exercise. These included:

- To review what arrangements are currently being made locally and nationally to use the 2012 Olympics to promote sport and raise participation levels and to discuss the possibility of staging local Olympic themed events.
- To consider what can be done to ensure that the 2012 Olympics boosts sports participation levels in Redditch in the long term. This could include consulting with participants at any local Olympic themed event that may be staged on what further provision for sporting participation the Council might provide.
- To review existing provision for sport in Redditch and to identify any existing barriers to participation.
- To consider how the link between increased sporting participation and improved health and wellbeing can be further strengthened and promoted in Redditch

During the course of the review, however, the Group felt that their efforts would be most effective in terms of helping to increase the overall level of sporting participation in the town by narrowing the scope of the review to place a clearer focus on their principal objective of improving the promotion of both the existing provision for sport in Redditch and also any upcoming sporting events and activities that will take place in future.

# Recommendations

The Group RECOMMEND that:

1. A new independent website be created to promote sport and leisure in Redditch, be maintained and updated on a constant basis, and possess its own domain name to give it its own distinct identity.
2. That Officers undertake a review into the possibility of creating new branding for Redditch Sports and Leisure to help compliment the new independent website.
3. That the Council look to maximise the benefits of parks and green spaces in Redditch by introducing more informal games areas to help increase sporting participation and physical activity in the local area.
4. That the Council give its full support to the introduction of new events to promote sport and physical recreation, individual sports clubs, and increased sporting participation in Redditch.
5. That the Council work closely with NEW College to enable its students the opportunity to support these new sporting events on a voluntary basis.

# Background

The Promoting Sporting Participation Review was launched in an attempt to draw upon the expected increased interest in sport that London's hosting of the 2012 Olympics promises to generate by making more residents aware of what opportunities are available for them to play sport locally. For many people, the staging of a Olympic Games in the UK is likely to be a once in a lifetime event. It was consequently agreed that this would be a very timely opportunity to undertake a review of how to best promote the considerable benefits that can be accrued through playing sport when public interest is likely to be at its very peak.

The recent decline in adult participation rates for sport in town added a greater local significance to using the Olympics as a springboard to improve the public's awareness of sporting provision in the Borough. Immediately prior to the review, Redditch possessed the second lowest rate for sporting participation in Worcestershire, with fewer than 21% of adults participating in sport and active recreation, at moderate intensity, for at least 30 minutes on 3 or more days a week. Indeed, figures suggested that there had been an especially sharp decline in sporting participation levels in Redditch for people between the ages of 16 and 54. Adult sporting participation in Redditch had declined year on year since 2005 according to NI 8 figures which measures adult participation in sport and active recreation. By October 2011, after the start of the review, this figure had declined still further, with less than 1 in 5 adults now playing sport in Redditch on a regular basis.

During the very early stages of the review, the Borough Council's Leisure and Cultural Services Department underwent restructuring due to the advent of shared services with Bromsgrove District Council. Under the new arrangements, the Council's Sports Centres and Sports Development Team were to be placed within a central Sports Development Unit to serve both councils. It was expected that this would lead to improved coordination of the local provision for sport. These significant changes have been taken into account by the Group during its investigations.



## Evidence Gathering

During the course of the review, the Group met with Officers from the Council's newly established Sports Development Unit on a number of occasions to gain a much clearer understanding of what actions were being taken to increase the overall number of people playing sport, or at least being more physically active, in Redditch on a regular basis. The Group has been informed of what is being done to improve the quality of sporting provision for many areas of the local population, including young people, adults, and disabled residents.

Members also met with relevant Officers from the Communications and Information Technology Departments to establish how sporting provision in Redditch was being publicised and communicated via the Council's own website, and to determine how the Council could make it easier for local residents to find out about what opportunities there were for them to play sport in Redditch.

A key aspect of the review has been an investigation into how opportunities to play sport are being communicated in other areas, in particular via online media, and whether some of these practices could be replicated locally. As part of this, local authorities that had created their own standalone websites to promote and publicise sporting activities in their area were contacted to help Members develop an understanding of how these websites were resourced and whether the level of information on the Borough Council's own website about sport could be improved.

The Group produced two questionnaires to give sporting providers and participants in Redditch the opportunity to feedback their suggestions on how information about sport in the town could be made more easily accessible and whether there was anything specific that the Council could do to improve either the level of available information or access to this information. Over thirty local sports clubs received both versions of the questionnaires to give the club itself and also its members the opportunity provide feedback. The questionnaire aimed at anyone who played sport in Redditch was also widely distributed to sports centres across the Borough and was posted on the front page of the Council's website throughout the consultation period. Unfortunately, however, the Group received a very limited number of responses to either questionnaire.

## Current Activities

Members were informed during their investigations that there is already a considerable number of opportunities for people of all ages in Redditch to play sport. They were especially pleased that the Sports Development Unit has already been effective in facilitating a number of these opportunities, a few of which are outlined below:

**Abbey Stadium Sports Event (27th May 2012)** – A free event which will provide residents of all ages in Redditch the opportunity to meet nearly fifty local sports clubs and to take part in free taster sessions. Local clubs will therefore be able to showcase what they do to help generate increased interest.

**Bromsgrove and Redditch School Games (September 2012)** – A highly successful annual event which usually takes place during the Lloyds TSB National School Sport Week. This helps to raise the profile of sport among young people and provides opportunities for them to try out new sports. It can also help the schools to develop stronger links with local clubs, other schools, and the wider community.

**BRAVO (Bromsgrove and Redditch Active Volunteering Opportunities)** (expected to launch September 2012) – a programme to be run with a variety of local partners which will provide many volunteering opportunities for local people.

**Sport Makers** - National 2012 Olympic Volunteering programme. All new students or members of BRAVO to complete as part of their induction.

**Join in – Local Sport (August 2012)** – A national campaign that is looking to capitalise on the Olympic-effect and hopefully get thousands of people trying new sports and activities immediately after the Olympic Games. This will invite sports clubs and facilities across the country to open their doors and offer activities during this weekend.

# Recommendations

## **Recommendation 1**

The Group **RECOMMEND** that:

**A new independent website be created to promote sport and leisure in Redditch, be maintained and updated on a constant basis, and possess its own domain name to give it its own distinct identity.**

The Group feels that the creation of a new independent website to help communicate information about sport in Redditch is essential if sporting participation rates in the town are to be increased. From the outset of the review, the Group was of the opinion that Redditch residents needed a central online resource where they could easily find out about all of the sporting activities that were taking place in the town irrespective of the provider.

Having researched the arrangements for promoting sport at other local authorities, it became increasingly evident to the Group that it is easier for residents in many other locations to access information about how, where, and when they could play sport due to the operation of a dedicated website to provide information about playing sport in that given area. The Group is aware that these websites are updated on a regular basis to ensure that the information about sporting activities remains up to date and credible for the user. In a number of cases, independent sports clubs in a particular location are given the opportunity to register their details and activities with a website controlled by a local authority, significantly increasing the information about sport that appears on the website and is available for users to access.

The Group feels that the creation of a similar online database facility in Redditch, giving the many sports clubs in the town the option to register their events and activities, can make it far easier for its residents to obtain information about playing sport in the Borough. Furthermore, the Group believes that this facility can be easily maintained by Council Officers if they can be simply required to check the information submitted by the club and approve this where appropriate.

# Recommendations

## **Recommendation 1**

The Group strongly suggests that a new independent website to promote sport in Redditch should possess its own distinct image and identity if it is to operate successfully and believe that a clear emphasis must be placed on promoting sport in Redditch regardless of the provider. Members therefore feel that this prospective new website and be given the freedom to operate independently from the Council's corporate format.

The Group is aware that bespoke websites have already been created by the Council to promote specific venues in the town, including both the Forge Mill Needle Museum and the Palace Theatre. These operate as subsidiary websites to the Council's own website with each possessing its own distinct appearance from the Council's corporate image, despite being hosted by the Council. Referring to these examples, the Group believes that a similar subsidiary website should be created to focus specifically on promoting sport and leisure in Redditch. This could be simple to develop and require relatively little cost to maintain. Members have been informed that it would cost the Council very little to purchase a new domain.

Members of the Group feel that it would be more likely that the prospective website would be accessed by local residents through internet searches if it is given relatively simple domain name, for example Redditch Sports and Leisure. They suggest that not only would this would help explain the main purpose of the website in acting as a central point of information for sport and leisure activities in the town, but that it would also increase the possibility of closely matching internet search engine entries. Members are also aware that relevant Officers are increasingly able to manipulate search engines to prioritise Council information towards the very top of search results. The Group therefore believe that the website can quickly become a prominent online resource for obtaining information about how, where and when people can play sport in Redditch.

## **Recommendation 2**

**The Group RECOMMEND that:**

**That Officers undertake a review into the possibility of creating new branding for Redditch Sports and Leisure to help compliment the new independent website.**

Closely aligned to the previous recommendation, the Group feels that Officers should undertake a review into the possibility of introducing new branding to help promote sport in Redditch. Members believe that the creation of an independent website to focus on sport, together with an expected boom of public interest in playing sport due to the upcoming Olympics, represents an ideal opportunity to create fresh branding to help produce a distinct and positive sporting image for the town.

The Group is aware that the new Sports Development Unit (SDU) in Redditch is already helping to enhance the overall quality of sporting provision in the town, not least by enabling many sports clubs in the Borough to develop and to improve the standard of their operations. Members feel that the creation of a local sporting brand can help to capture a new positive image for sport in the town built upon these improvements that the SDU is making to sporting provision in Redditch.

The Group suggests that the prospective new branding should feature prominently on the new website to promote sport as opposed to the standard Council logo. Members feel that users visiting this section website would be principally interested in finding out about how, where, and when they could play sport in the Borough, regardless of whether this was Council operated or not. In this sense, prominently displaying Council branding and imagery on the new website would not necessarily add any value to it in terms of communicating information about all sport in the Borough. The Group therefore believes that the development of new branding for sport in Redditch would be important in complimenting the bespoke new website independent from Council imagery.

## **Recommendation 3**

**The Group RECOMMEND that:**

**That the Council look to maximise the benefits of parks and green spaces in Redditch by introducing more informal games areas to help increase sporting participation and physical activity in the local area.**

The Group believes that more can be done to maximise the benefits of Redditch's many parks and green spaces by increasing the number of opportunities for local residents to play sport, or at least become more physically active, in the Borough.

In particular, Members feel that more young people should be given the opportunity to play sport without supervision and at little or no cost. The Group therefore suggests that the creation of more informal games areas, for example the introduction of rounders / softball diamonds, volleyball / badminton courts, and table tennis tables in suitable park facilities, can provide these young people with more opportunities to play sport for fun without the initial need to sign up to a sports club. It is hoped that this will encourage more young people to play sport on a more regular basis by giving them a taste of the many benefits that are associated with being physically active in a social setting. Indeed, the Group believes that the increased provision of informal sport within the town can help encourage many of these young people to eventually play organised sport as part of a club in the longer term.

The Group was informed during its investigations that many young people find it difficult to use sports facilities in Redditch, for example, Astro turf pitches, due to strong local demand. The Group therefore suggests that it is imperative that new infrastructure is created to help utilise the parks and green spaces in the town more widely to give these residents more opportunities to play sport. Furthermore, it is more likely that young people will play sport, or at least be more physically active, if their parents are also involved. The Group therefore suggests that the Council should facilitate more family fun days that would enable sporting activities to take place in a fun and safe

# Recommendations

## **Recommendation 3**

environment. Members feel that should more families be given the chance to play games in the park then it is more likely than young people will continue to pursue this opportunity separately.

The Group is also aware that the recent installation of an outside gym situated at Arrow Valley Lake has also been successful in enabling more residents to become more physically active at minimal cost. Members feel that the potential installation of similar facilities in other suitable areas within the town should therefore be explored.

The Group understands that the Sports Development Unit is already introducing more opportunities for sport in these locations. One such example includes the installation of outdoor table tennis tables in Morton Stanley Park. Members feel any replication of the success of Ping!, which witnessed over 100,000 people across the country playing table tennis in a variety of city centre locations in 2011, including Birmingham, can only be good for the town. The Group feels that more opportunities should also be facilitated for other sports by creating more sporting infrastructure, for example dual use volleyball / badminton courts, to help increase wider participation in sport.

There are financial implications for this recommendation. Estimated costs are described below:

**Installation of table tennis tables:** A circular shaped table suitable for numerous players with a fixed net providing for separate or games in the round would cost £3799.00 with installation into a block paved hard standing costing £490. Total cost around £4289.

**Installation of badminton / volleyball courts:** The cost of marking the court would be minimal, net posts approximately £735.45 with installation around 145, a suitable net would retail at £139.16. Total cost would therefore be £1019.61. Officers suggest the installation of a semi fixed provision assembling the net posts within the summer months and providing the net on a request basis and/or with informal sport/fun sessions would be most appropriate.

# Recommendations

## **Recommendation 3**

**Installation of softball / rounders diamonds:** It is possible to combine both softball and rounders as the court dimensions and requirements are similar, as with badminton/volleyball the cost of marking the court is minimal, there would be a requirement for hard landscaping providing for a pitching diamond and to ensure a level playing surface. This would cost approximately £1750. Three permanent fixed bases would cost approximately £480 with installation at around £150. Total cost is therefore estimated at £2380.



## **Recommendation 4**

The Group **RECOMMEND** that:

**That the Council give its full support to the introduction of new events to promote sport and physical recreation, individual sports clubs, and increased sporting participation in Redditch**

One of the main motivating factors behind the review was to build upon the expected increased interest in sport during the Olympics by introducing new sporting events in the town. Redditch already possesses excellent sport facilities relative to the size of the town. Since the review started, these facilities have been further improved by the opening of the re-vamped Abbey Stadium. The Group is therefore very encouraged to learn that relevant Officers have already put plans together to stage local events to use the Olympics as a springboard to help increase sporting participation in Redditch, not least by arranging an event at the Abbey Stadium to coincide with the opening of the Paralympics. It is understood that many local sports will be providing free taster sessions to give those attending a brief opportunity to play a variety of different sports. Members feel that providing local residents with as many of these opportunities to play sport as possible is essential to not only help boost local interest in the town's sports clubs, but to increase overall sporting participation in the Borough as a whole.

Members are also aware that sports students at North East Worcestershire (NEW) College have been running their own events across the town in recent months to help more residents become physically active, including taster sessions to help reintroduce more young people back into sport. The Group was very encouraged by this and felt that the Council must ensure that it promotes all opportunities to play sport in the town irrespective of the provider. The Group subsequently feels that the Council should provide these students with the necessary support to help publicise these activities more widely.

The Group therefore recommends that the Council gives it full support to promoting and publicising these upcoming events to ensure that the potential benefit of the London Olympics for sport in Redditch is maximised.

# Recommendations

## **Recommendation 5**

**The Group RECOMMEND that:**

**That the Council work closely with NEW College to enable its students the opportunity to support these new sporting events on a voluntary basis.**

Increasing the number of volunteering opportunities in sport was another important objective of the review. Having spoken to relevant Officers, the Group was once again very encouraged to learn that since the inception of the new Sports Development Unit in August 2011 more volunteering opportunities have been created to support local sport in Redditch, building upon Redditch's strong tradition for volunteering.

A key aspect of this is the imminent introduction of BRAVO (Bromsgrove and Redditch Active Volunteering Opportunities), a programme to be run with a variety of local partners which will provide many volunteering opportunities for local people. This is expected to launch in September 2012.

The Group has also been made aware that the Sports Development Unit has forged close links with NEW College in recent months to provide its students with more volunteering opportunities to support Council run sporting events and activities.

The Group therefore recommends that the Council continues to work closely with NEW College to enable its students to support the new events that are being arranged by the Sports Development Unit to promote increased sporting participation. The Group feels that this can be mutually beneficial to both organisations by helping the Council to run these events more cost-effectively while providing more opportunities for local students to obtain crucial experience.

## Conclusion

While there may have been many contributing factors behind the decline of adult participation rates in sport and physical recreation in Redditch during recent years, the Group contends that ineffective communication to explain how, where, and when across the town local residents could play sport is very likely to have been a dominant factor. Although the Group was extremely encouraged to learn that clearly there are already many opportunities for people to play sport in Redditch, due in part to the excellent work of the Sports Development Unit over recent months in acting as enabler of local sport, the Group became increasingly of the opinion that changes need to be made to improve both the level and access to information for people wanting to find out about playing sport in the Borough. Furthermore, the Group feels that an expected increase of public interest in sport before, during, and immediately after the upcoming Olympics, is ideal timing for such changes to be made.

The Group has therefore proposed a number of recommendations which it believes will help to reverse the decline of sporting participation in the town, particularly through improving communication about what opportunities already exist, once implemented. The Group therefore urges the Council's Executive Committee to approve these recommendations.

## Websites:

- [www.wmfor2012.com](http://www.wmfor2012.com) – West Midlands for 2012
- [www.morethansport.com](http://www.morethansport.com) – Sports Partnership Herefordshire & Worcestershire
- [www.solihullactive.co.uk](http://www.solihullactive.co.uk) – Solihull Active
- [www.slt-leisure.co.uk](http://www.slt-leisure.co.uk) – Sandwell Leisure Trust
- [www.nblesiuretrust.org.uk](http://www.nblesiuretrust.org.uk) – Nuneaton and Bedworth Leisure Trust
- [www.mkweb.co.uk/sport](http://www.mkweb.co.uk/sport) - MK Web
- [www.northamptonshiresport.org](http://www.northamptonshiresport.org) – Northamptonshire Sport
- [www.coventrysports.co.uk](http://www.coventrysports.co.uk) – Coventry Sports Trust
- [www.derbyshiresport.co.uk](http://www.derbyshiresport.co.uk) – Derbyshire Sport

## Other scrutiny reviews consulted:

- Increasing Participation in Sport through Sports Clubs Task Group – Brent Council, 2008
- Young People’s Participation in Sports leading up to the Olympics – Tower Hamlets Council, 2008

# Acknowledgements

The Group would like to thank the following individuals who have provided Members with information, advice, and their time during the course of our review:

- Barry Smith, Further Education Sports Co-ordinator, North East Worcestershire (NEW) College
- Steve Brewster, Sports Partnership Herefordshire and Worcestershire
- John Godwin, RBC Head of Leisure and Cultural Services
- Laura Kerrigan, RBC Sport and Physical Activity Development Manager
- Dave Wheeler, RBC Sports Services Manager
- Matt Hartles, RBC Sports Development Officer for Children and Young People
- Neil Perrett, RBC Web Developer
- Anne-Marie Darroch, RBC Communications Manager
- Rebecca Dunne, RBC Policy Manager

# Overview and Scrutiny Contacts

For additional copies of this report, or to find out more about Overview and Scrutiny at Redditch Borough Council please contact:

**Jess Bayley**, Democratic Services Officer  
[jess.bayley@bromsgroveandredditch.gov.uk](mailto:jess.bayley@bromsgroveandredditch.gov.uk) 01527 64252 ext. 3268

**Michael Craggs**, Democratic Services Officer  
[michael.craggs@bromsgroveandredditch.gov.uk](mailto:michael.craggs@bromsgroveandredditch.gov.uk) 01527 64252 ext. 3267

**Amanda Scarce**, Democratic Services Officer  
[a.scarce@bromsgroveandredditch.gov.uk](mailto:a.scarce@bromsgroveandredditch.gov.uk) 01527 881443

Overview and Scrutiny  
Member and Committee Services  
Redditch Borough Council  
Town Hall  
Walter Stranz Square  
Redditch  
B98 8AH

## Sport in Redditch Questionnaire

A group of elected councillors from Redditch Borough Council are currently undertaking a review of sporting provision in Redditch. The councillors are very keen to hear from people who provide sporting activities in Redditch and whether you feel that information about these activities could be made more easily available.

Sports Club.....

- 1) **How does your club advertise information about the sporting activities you provide?** (Please circle all appropriate answers).

Own website    External Websites    Newspapers    Word of Mouth    Facebook  
Twitter    Other Social Networking Site

- 2) **How often do you use external websites to advertise your activities?** (Please circle one answer)

Always    Often    Occasionally    Never

- 3) **How would you describe the general standard of websites for advertising information about sporting activities in Redditch?** (Please circle one answer)

Excellent    Good    Average    Not Good    Poor

- 4) **Are you aware of the Council's Sports Development Unit and the County Sports Partnership** (Please circle one answer)

Yes and we have worked with them    Yes but we have had little interaction  
Vaguely    Not at all

- 5) **Do you struggle to engage with specific target groups?**

Young people (under 18)    Adults    Older People (over 60)  
Disabled People    Other (please state)    None

- 6) **Would you choose to promote your events and activities on the Redditch Borough Council website or any affiliated website if you were given the opportunity?**

Yes    No

7) Which websites do you use to advertise information about the activities you provide? (if applicable)

.....  
.....  
.....

8) Do you have any suggestions for how Redditch Borough Council might be able to help you to promote your activities?

.....  
.....  
.....

9) Is there anything else you would like to add that is relevant to the questionnaire?

.....  
.....  
.....

**Thank you for completing this questionnaire!**

**Please return all completed copies of this form by Wednesday 9th May to:**

Michael Craggs, Committee Services, Redditch Town Hall  
Walter Stranz Square, Redditch, B98 8AH

Email: [michael.craggs@bromsgroveandredditch.gov.uk](mailto:michael.craggs@bromsgroveandredditch.gov.uk)  
Fax: (01527) 65216

**Your response will help contribute to the findings of the Redditch Borough Council Promoting Sporting Participation Review. This is being undertaken to help the Council develop a greater understanding of what can be done to better promote and publicise sport in Redditch.**

**If you would like to receive a copy of the final report please provide your contact details below**

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.....  
.....





### Sport in Redditch Questionnaire

A group of elected councillors from Redditch Borough Council are currently undertaking a review of sporting provision in Redditch. The councillors are very keen to hear from people who play sport in Redditch and whether you feel information about these activities could be made more easily available.

Please circle your answers for questions one to six.

**1) How many days a week do you play sport?**

1 or less                      2 or 3                      4 or 5                      6 or 7

**2) How would you usually find information about what sporting activities are taking place in Redditch?** (Please circle all that apply).

Telephone      Websites      Social Networks      Word of Mouth/Friend      Other

If *Other* please specify .....

**3) How often do you use the Redditch Borough Council website for finding information about playing sport in Redditch?**

Very Often              Fairly Often              Not Often              Never

**4) How would you describe the Redditch Borough Council website for obtaining information about playing sport in Redditch?**

Excellent      Good      Average      Not Good      Poor      Don't access it

**5) How often do you use social networks to obtain information about playing sport in Redditch?** (If applicable)

Very Often              Fairly Often              Not Often              Never

**6) Would you be interested in receiving more information about playing sport in Redditch through social networks?**

Yes              No

**7) If you are an internet user, which other websites do you use to obtain information about playing sport in Redditch?** (if applicable)

.....  
.....  
.....  
.....



**Thank you for completing this questionnaire!**

**Please return all completed copies of this form by Wednesday 9th May to:**

Michael Craggs,  
Committee Services, Redditch Town Hall, Walter Stranz Square, Redditch, B98 8AH  
Email: [michael.craggs@bromsgroveandredditch.gov.uk](mailto:michael.craggs@bromsgroveandredditch.gov.uk)  
Fax: (01527) 65216

**Your response will help contribute to the findings of the Redditch Borough Council Promoting Sporting Participation Review. This is being undertaken to help the Council develop a greater understanding of what can be done to better promote and publicise sport in Redditch.**

**If you would like to receive a copy of the final report please provide your contact details below**

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**OVERVIEW AND SCRUTINY  
COMMITTEE**

**22nd May 2012**

**Overview And Scrutiny Training - Feedback**

Relevant Portfolio Holder	To be confirmed at the time of writing
Portfolio Holder Consulted	N/A
Relevant Head of Service	Head of Legal, Equalities and Democratic Services
Ward(s) Affected	All wards
Non-Key Decision	

**1. SUMMARY OF PROPOSALS**

The report details the outcomes of training that was provided to all Members on the subject of Overview and Scrutiny on Monday 14th May 2012. In particular, the committee is asked to consider the subjects that were proposed by Members during the training as potential items for scrutiny and whether to incorporate these items into the Committee's Work Programme for 2012/13.

**2. RECOMMENDATIONS**

**The Committee is asked to RESOLVE**

- 1) whether any of the potential scrutiny topics proposed during Overview and Scrutiny training on 14th May (Appendix 1) should be considered further as potential items for scrutiny; and**
- 2) that the report be noted.**

**3. KEY ISSUES**

**Background**

- 3.1 Overview and Scrutiny is a key element of democratic governance arrangements at Redditch Borough Council. To ensure that members of the Council's Overview and Scrutiny Committee can deliver the scrutiny process effectively training is provided annually on the subject of Overview and Scrutiny to elected Members.
- 3.2 This year Overview and Scrutiny training was provided to elected Members on Monday 14th May. The training session provided Members with an introduction to scrutiny, an outline of the Overview and Scrutiny structure in Redditch, and useful information about effective policy review (Task and Finish Group) work. The training was also designed to be interactive and provided elected Members with an opportunity to propose subjects that might potentially be considered by the Overview and Scrutiny Committee or a Task and Finish Group during 2012/13 (Appendix 1).

**OVERVIEW AND SCRUTINY  
COMMITTEE****22nd May 2012**

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- 3.3 The Overview and Scrutiny Committee determines the scrutiny Work Programme. Any elected Member, Council Officer, or member of the public can propose an item scrutiny at any time in the year. The Committee is not obliged to launch any reviews that are suggested. However, Members should consider all proposals that are received by the Committee and should provide reasons for any conclusions about proposed reviews.
- 3.4 A number of the topics proposed during the training session would have the potential to form the basis of a Task and Finish review or a Short, Sharp review. In addition, Members may conclude that some of the subjects might be suitable for the Committee to consider at a single meeting.
- 3.5 A scoping document will need to be produced for any items that the Committee considers to be an appropriate subject for a Task and Finish or Short, Sharp Review (Appendix 2). Scoping documents are designed to provide the individual proposing a review with an opportunity to outline the reasons why a review should be launched and the potential terms of reference for a review. The Member who initially proposed a subject would be approached to complete this scoping document though support could be provided by Officers.

**Financial Implications**

- 3.6 There are no direct financial implications to this report. However, the Overview and Scrutiny Committee and Task and Finish Groups are obliged to investigate and acknowledge the financial implications of any proposed actions identified during a scrutiny exercise.

**Legal Implications**

- 3.7 There are no direct legal implications to this report.

**Service / Operational Implications**

- 3.8 The Overview and Scrutiny Committee can launch a review of any issue that is impacting on or of interest to the local community. To ensure that reviews are timely and address current community needs the Committee might want to consider how a review of a subject would contribute to the Council's priorities when determining whether a proposed subject would be suitable for scrutiny. Currently, Redditch Borough Council's priorities are that Redditch should be: an enterprising community; clean and green; safe; and underpinning these priorities the Council should aim to be a well managed organisation.
- 3.9 The Committee might also wish to consider the key priorities of the Redditch Local Strategic Partnership, which Redditch Borough Council is committed to addressing. These priorities are: health inequalities; education attainment and

**OVERVIEW AND SCRUTINY  
COMMITTEE****22nd May 2012**

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raising the aspirations of young people; developing the economy of Redditch; and tackling areas of deprivation.

- 3.10 In certain circumstances the Overview and Scrutiny Committee may conclude that a proposed subject would not be suitable for scrutiny. For example, topics that have recently been the subject of a review by undertaken by either Councillors or Officers might not be considered appropriate for scrutiny due to the potential to duplicate recent work. Members might also decide not to undertake a review if the proposed review is unlikely to result in constructive outcomes or if the terms of reference that are being proposed are considered to be unrealistic. The Overview and Scrutiny Committee should refrain from reviewing any planning applications or licensing applications as these are subject to separate quasi-judicial processes.
- 3.11 Members may also need to consider available resources when selecting items for scrutiny. This should include considering the availability of elected Members to participate in a review, which usually comprises a maximum of five Councillors. Existing review work should also be considered when determining whether to launch a review. At present, Overview and Scrutiny Members are in the process of completing a review of access for people with disabilities to Redditch town centre and the Committee is committed to launching a review of Redditch market.
- 3.12 In recent years the Overview and Scrutiny Committee has recognised the need to undertake a mixture of lengthy Task and Finish reviews and briefer Short, Sharp reviews at any one time. By undertaking a mixture of review work Members are more likely to be able to balance working demands and to report review outcomes to the Executive Committee at different stages during the year.

**Customer / Equalities and Diversity Implications**

- 3.13 One of the key principles of Overview and Scrutiny is to enable the voice and concerns of residents and local communities. Members should therefore consider to what extent each suggested item for scrutiny would meet the needs of local people. Consideration should also be given to the most appropriate forms of consultation that might be required during a review to enable interested stakeholders to contribute to an exercise.

**4. RISK MANAGEMENT**

There are no implications for risk management.

**5. APPENDICES**

Appendix 1: Suggested Items for Scrutiny  
Appendix 2: Scrutiny Scoping Document

**OVERVIEW AND SCRUTINY  
COMMITTEE**

**22nd May 2012**

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**AUTHOR OF REPORT**

Name: Jess Bayley, Democratic Services Officer.

Email: [jess.bayley@bromsgroveandredditch.gov.uk](mailto:jess.bayley@bromsgroveandredditch.gov.uk)

Tel.: (01527) 64252 Extn: 3268



**APPENDIX 1**  
**Overview and Scrutiny Training Monday 14th May 2012**  
**Suggested Items for Scrutiny**

The following items were proposed as possible subjects for scrutiny in 2012/13. For ease of reference these subjects have been listed alphabetically for Members' consideration.

1) Anti-Social Behaviour Review – Monitoring Update Report

Councillor Proposing the item: Councillor Brunner

Summary of proposed Item: Members completed a detailed review of anti-social behaviour in 2006. In line with existing monitoring arrangements the aim of this item would be to provide the Overview and Scrutiny Committee with an opportunity to monitor the implementation of the recommendations that were made on this subject and the long-term impact that these recommended actions have had on services and anti-social behaviour levels in the Borough. Implementation of this proposal would not require the launch of a separate Task and Finish review.

2) Arts Centre

Councillor Proposing the Review: Councillor Brazier

Summary of Proposed Review: The ultimate aim of the review would be to identify whether there is a suitable venue in the Borough that could be utilised as an Arts Centre. The review would focus on the costs involved in establishing an Arts Centre, the potential to access external sources of funding to support the introduction of an Arts Centre and the potential to work with partner organisations to introduce an Arts Centre.

3) Bus Services

Councillor Proposing the Subject: Councillor Fisher

Summary of Proposed Review: The review would focus on existing bus service provision, the suitability of current bus services for Redditch residents, and improvements that could be made to meet the needs of Redditch residents.

4) Bus Timetables

Councillor Proposing the Subject: Councillor Smith

Summary of Proposed Review: A review of bus timetables in Redditch would be timely following recent changes to bus services within the county and the implications for passengers in Redditch. A review could focus on the impact of changes to bus timetables on residents, how changes to bus timetables are communicated to customers in Redditch, provision of night

services in the Borough, Council influence over bus operators and the impact of competition on the quality of services received by customers (both the positive and negative implications).

5) Child Welfare / Child Protection

Councillor Proposing the Subject: Councillor Roger Hill.

Summary of Proposed Review: The review would focus on existing child protection policies in Worcestershire and the suitability of these policies for young people living in Redditch.

6) Crossgates Waste Facility

Councillor Proposing the Subject: Councillor Bennett

Summary of Proposed Review: To consider current arrangements for the disposal of waste materials at Crossgates, the potential to utilise a permit system at the site and the implications, if any, for recycling.

7) Dog Fouling

Councillor Proposing the Subject: Councillor Smith

Summary of Proposed Review: The review would focus on additional actions that could be taken to encourage dog owners to clean up after their pets. Issues that could be considered during the review might include: the potential to distribute "pooh bags" to residents through local shops, the number of dog pooh bins situated in the town and the potential of these bins to meet demand. The Council's enforcement policy in relation to this matter would also need to be addressed.

8) Free Swimming

Councillor Proposing the Subject: Councillor Brunner

Summary of Proposed Review: To consider the affordability of the reintroduction of free swimming in the Borough, how many residents from Redditch will be benefiting from the reintroduction of free swimming and the potential impact of visitors from other parts of the country on the costs of providing free swimming arrangements and the quality of services received by Redditch residents.

9) Management of Redditch Trees

Councillor Proposing the Subject: Councillor Fisher

Summary of Proposed Review: The review would focus on ongoing maintenance requirements for the many trees situated in Redditch, the Council's criteria for felling trees, the needs of Redditch residents in relation to trees located in the town and how this is reflected in Council

policies, budgets allocated to tree management and landscaping and the cost effectiveness of existing arrangements. Residents would need to be consulted as part of the review.

10) Parking in Residential Areas

Councillor Proposing the Subject: Councillor Fry

Summary of Proposed Review: The review would focus on the impact of visitors/staff parking in residential streets and on the availability of parking to residents, particularly in areas where off street parking is currently limited. Civil Parking Enforcement arrangements would be assessed, involving a SWOT (strengths, weaknesses, opportunities and threats) analysis of existing enforcement schemes and the potential to implement similar schemes in other parts of the Borough. Local residents and businesses would need to be consulted as part of the review to determine parking needs and preferences.

11) Parking in the Town Centre

Councillor Proposing the Subject: Councillor Hopkins

Summary of the Proposed Review: The review would focus on existing car parking provision in the town centre and could involve a SWOT analysis of the impact of charging for parking in the town centre. It is being proposed that if this subject was to be progressed by Overview and Scrutiny it could be undertaken as a Short, Sharp Review.

12) Pathways and Footpaths

Councillor Proposing the Subject: Councillor Smith

Summary of the Proposed Review: The condition of footpaths in the Borough is consistently raised by residents as an issue of concern during PACT meetings. A review of the subject could focus on: how to communicate which footpaths are managed by Redditch Borough Council and which are maintained by Worcestershire County Council as well as the use of any budget allocated to footpath maintenance by Redditch Borough Council. The review would also consider the most sustainable and aesthetic materials to use in maintenance of footpaths together with associated costs, (this would involve an analysis of both quality and costs).

N.B It was noted during the meeting that the Climate Change Advisory Panel or Environmental Advisory Panel may have considered this issue in recent years. This will need to be checked and the timeframes verified in order to potentially avoid duplicating recent work.

13) Pavements and Road Re-Surfacing

Councillor Proposing the Review: Councillor Fisher.

Summary of Proposed Review: A review would focus on the existing condition of pavements located in the Borough, current road/pavement surfacing arrangements, the working practices of utility companies and the impact of these practices on road surfaces and any additional maintenance issues.

14) Regeneration in the Town Centre

Councillor Proposing the Subject: Councillor Bush

Summary of the Proposed Review: The review would focus on actions that could be taken to re-use and reclassify property and land in the town centre, including Council properties, to regenerate the town centre. The review would take into account actions that are already being taken to address this issue, actions that could be taken to make use of empty shops and office blocks, actions that could be taken to generate income, and the potential to facilitate a café culture in the town.

15) Taxi Vehicles' Road Worthiness

Councillor Proposing the Subject: Councillor Bennett

Summary of the Proposed Review: The aim of the review would be to assess the current condition of vehicles licensed to operate as taxis, existing maintenance arrangements, requirements from the licensing authority in relation to the condition of licensed vehicles and any improvements that could be made to enhance the road worthiness of the vehicles.

16) Traffic Islands

Councillor Proposing the Review: Councillor Hopkins

Summary of the Proposed Review: The review would focus on the potential to utilise the many traffic islands based in the town to promote local enterprises and to display sculptures and other art work produced by NEW College students. Ultimately, a review group would be tasked with clarifying the potential for the islands to be utilised to help develop a positive identity for the town.

17) Vehicle Sales on Grass Verges

Councillor Proposing the Subject: Councillor Brunner

Summary of the Proposed Review: The review would focus on the current strategy for tackling sales of vehicles on grass verges, enforcement arrangements, methods utilised to communicate reporting mechanisms to residents, and improvements that could be made communicate

arrangements more effectively. There is the potential that this subject could be considered as a Short, Sharp Review.



**Scrutiny Proposal Form**

(This form should be completed by sponsoring Member(s), Officers and / or members of the public when proposing an item for Scrutiny).

**Note:** The matters detailed below have not yet received any detailed consideration. The Overview and Scrutiny Committee reserves the right to reject suggestions for scrutiny that fall outside the Borough Council’s remit.

Proposer’s name and designation		Date of referral	
Proposed topic title			
Link to national, regional and local priorities and targets			
Background to the issue			
<p>Key Objectives Please keep to SMART objectives (Specific, Measurable, Achievable, Relevant and Timely)</p>			
<p>How long do you think is needed to complete this exercise? (Where possible please estimate the number of weeks, months and meetings required)</p>			

**Please return this form to: Jess Bayley or Michael Craggs, Democratic Services Officers, Redditch Borough Council, Town Hall, Walter Stranz Square, Redditch, B98 8AH**  
**Email: [jess.bayley@bromsgroveandredditch.gov.uk](mailto:jess.bayley@bromsgroveandredditch.gov.uk) / [michael.craggs@bromsgroveandredditch.gov.uk](mailto:michael.craggs@bromsgroveandredditch.gov.uk) / [amanda.scarce@bromsgroveandredditch.gov.uk](mailto:amanda.scarce@bromsgroveandredditch.gov.uk)**





# EXECUTIVE COMMITTEE LEADER'S FORWARD PLAN

**1st June 2012 to 30th September 2012**

(published as at 15th May 2012)

This Plan gives details of items on which key decisions are likely to be taken in the coming four months by the Borough Council's Executive Committee.

(NB: There may be occasions when the Executive Committee may make recommendations to Council for a final decision.  
e.g. to approve a new policy or variation to the approved budget.)

This Plan gives details of items on which key decisions are likely to be taken by the Borough Council's Executive Committee, or full Council, in the coming four months.

**“Key Decisions” are ones which are likely to:**

- (i) result in the Council incurring expenditure, foregoing income or the making of savings in excess of £50,000 or which are otherwise significant having regard to the Council's budget for the service or function to which the decision relates; or**
- (ii) be significant in terms of its effect on communities living or working in the area comprising two or more wards in the Borough;**
- (iii) involve any proposal to cease to provide a Council service (other than a temporary cessation of service of not more than 6 months).**

The Forward Plan is available for inspection free of charge at the Town Hall, Walter Stranz Square, Redditch, B98 8AH from:

9am to 5pm Mondays to Fridays; or on the Council's website ([www.redditchbc.gov.uk](http://www.redditchbc.gov.uk)).

If you wish, you can see or obtain copies of any documents, detailed in the plan, provided they are not confidential, and be kept informed of any additional supporting documents as they become available. You can also arrange to have copies of additional supporting documents. Please ask the Town Hall receptionist to call one of the Committee Services Team on ext: 3269. There is a charge per side of A4. If you wish to make any representations they should be made in writing addressed to the Officer whose name is given as the contact for the relevant item.

The Executive Committee's meetings are normally held every three weeks at 7pm on Tuesday evenings at the Town Hall. They are open to the public, except when confidential information is being discussed. If you wish to attend for a particular matter, it is advisable to check with the Committee Services Team on (01527) 64252, ext: 3269 to make sure it is going ahead as planned. If you have any other queries, Committee Services Officers will be happy to advise you.

The full Council meets in accordance the Council's Calendar of Meetings. Meetings commence at 7.00pm.

## EXECUTIVE COMMITTEE MEMBERSHIP

To be confirmed following the Council's Annual General Meeting on 21st May 2012

### CONSULTATION AND REPRESENTATIONS

For **Key Decisions** the summary document appended to the Forward Plan sets out details of any proposed consultation process. Any person / organisation not listed who would like to be consulted or who wishes to make representations on the proposed decision are encouraged to get in touch with the relevant report author as soon as possible before the proposed date of the decision. Contact details are provided.

Alternatively you may write to the Head of Legal, Equalities and Democratic Services, The Town Hall, Walter Stranz Square, Redditch, B98 8AH or e-mail: [denise.sunman@bromsgroveandredditch.gov.uk](mailto:denise.sunman@bromsgroveandredditch.gov.uk)

Item No.	Decision Taker	Expected Date of Decision	Original Expected Date of Decision	Proposed Decision	Type of Decision (Key or Non-Key)	Lead Councillor/Portfolio Holder	Comments
1	Executive	26 Jun 2012		Quarterly Performance Report - Quarter 4 - January to March 2012	Non-Key	To be confirmed	
2	Executive	26 Jun 2012		Budget Outturn Report - Quarter 4	Non-Key	To be confirmed	
3	Executive	26 Jun 2012		Quarterly Monitoring - Write Off of Debts - Quarter 4 - January to March 2012	Non-Key	To be confirmed	
4	Executive	26 Jun 2012		Quarterly Customer Services Monitoring - Quarter 4 - January to March 2012	Non-Key	To be confirmed	
5	Executive	26 Jun 2012		Quarterly Sickness Monitoring - Quarter 4 - January to March 2012	Non-Key	To be confirmed	
6	Executive	26 Jun 2012		Pay and Display Car Parks - Town Hall and Trescott Road (Trafford Park)	<b>Key</b>	To be confirmed	

Item No.	Decision Taker	Expected Date of Decision	Original Expected Date of Decision	Proposed Decision	Type of Decision (Key or Non-Key)	Lead Councillor/ Portfolio Holder	Comments
7	Council	23 Jul 2012		Co-location of the One Stop Shop at Woodrow Library	Non-Key	To be confirmed	*Executive Committee will make recommendations to Council following its meeting on 26 June 2012
8	Executive	26 Jun 2012	29 May 2012	Polling Station - Review	Non-Key	To be confirmed	
9	Executive	26 Jun 2012		Income Management and Payment Card Industry (PCI PA-DSS) Compliance	Non-Key	To be confirmed	
10	Executive	24 Jul 2012	3 Apr 2012 & 29 May 2012	Concessionary Rents Policy	<b>Key</b>	To be confirmed	
11	Executive	24 Jul 2012		Alcohol and Drugs Policy - Review	Non-Key	To be confirmed	
12	Executive	24 Jul 2012		Sickness Policy - Review	Non-Key	To be confirmed	
13	Council	3 Sep 2012	13 Mar 2012 & 16 Apr 2012	Tenancy Strategy and Policy 2012 - 2014	<b>Key</b>	To be confirmed	*Executive Committee will make recommendations to Council following its meeting on 24 July 2012

<b>Item No.</b>	<b>Decision Taker</b>	<b>Expected Date of Decision</b>	<b>Original Expected Date of Decision</b>	<b>Proposed Decision</b>	<b>Type of Decision (Key or Non-Key)</b>	<b>Lead Councillor/ Portfolio Holder</b>	<b>Comments</b>
14	Executive	21 Aug 2012		Adverse Weather Policy - Review	Non-Key	To be confirmed	
15	Executive	21 Aug 2012		Budget Preparation Guidelines	<b>Key</b>	To be confirmed	
16	Executive	18 Sep 2012		Quarterly Budget Monitoring - Quarter 1 - April to June 2012	Non-Key	To be confirmed	
17	Executive	18 Dec 2012		Quarterly Budget Monitoring - Quarter 2 - July to September 2012	Non-Key	To be confirmed	
18	Executive	15 Jan 2013		Council Tax Base 2013/14	<b>Key</b>	To be confirmed	
19	Executive	15 Jan 2013		Fees and Charges 2013/14	<b>Key</b>	To be confirmed	
20	Executive		21 Feb 2012	Highway Impact and Accessibility Modelling Report - Worcestershire County Council (Halcrow) May 2011	Non-Key	To be confirmed	New date to be identified

<b>Item No.</b>	<b>Decision Taker</b>	<b>Expected Date of Decision</b>	<b>Original Expected Date of Decision</b>	<b>Proposed Decision</b>	<b>Type of Decision (Key or Non-Key)</b>	<b>Lead Councillor/ Portfolio Holder</b>	<b>Comments</b>
21	Executive Council		4 Oct 2011 17 Oct 2011	Housing Allocations Policy - Review	<b>Key</b>	To be confirmed	New date to be identified
22	Executive Council		12 Jan 2011	Town Centre Landscape Improvements (including Church Green)	<b>Key</b>	To be confirmed	New date to be identified

**KEY DECISION**

Proposed to be made by the Executive on **26 Jun 2012**

<p><b>LEAD MEMBER / PORTFOLIO HOLDER</b></p>	<p><b>ITEM</b></p> <p>Pay and Display Car Parks - Town Hall and Trescott Road (Trafford Park)</p>	<p><b>WARDS AFFECTED</b></p> <p>(Various Wards);</p>
<p><b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b> Report of the Head of Environmental Services</p> <p><b>REPORT AUTHOR</b> C Walker Landscape and Countryside Services Manager</p>	<p><b>SUMMARY</b></p> <p>To consider the financial implications of retaining the Pay and Display car park functions at the Town Hall and Trescott Road (Trafford Park).</p>	<p><b>REASONS FOR BEING ON THE FORWARD PLAN</b></p> <p>Decision required on Pay and Display function at Town Hall and Trescott Road (Trafford Park)</p>
<p><b>CONSULTATION DETAILS</b></p>	<p><b>Method of Consultation</b></p>	<p><b>Consultation Period or Dates</b></p>
	<p>Wychavon District Council as providers of monitoring / enforcement service of car parks.</p>	

Page 50

DECISIONS TO BE MADE IN PARTNERSHIP WITH

Wychavon District Council



**KEY DECISION**

Proposed to be made by the Executive on **24 Jul 2012**

<p><b>LEAD MEMBER / PORTFOLIO HOLDER</b></p>	<p><b>ITEM</b></p> <p>Concessionary Rents Policy</p>	<p><b>WARDS AFFECTED</b></p> <p>(No Specific Ward Relevance);</p>
<p><b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b> Report of the Head of Finance and Resources</p> <p><b>REPORT AUTHOR</b> T Kristunas, Head of Finance and Resources</p>	<p><b>SUMMARY</b></p> <p>To consider a policy regarding granting concessionary rents in respect of the Council's commercial property portfolio.</p>	<p><b>REASONS FOR BEING ON THE FORWARD PLAN</b></p>
<p><b>CONSULTATION DETAILS</b></p>	<p><b>Method of Consultation</b></p>	<p><b>Consultation Period or Dates</b></p>
	<p>Relevant Officers and representatives from the Voluntary Sector.</p>	<p>February / March 2012</p>

DECISIONS TO BE MADE IN PARTNERSHIP WITH

**KEY DECISION**

Proposed to be made by the Executive on **24 Jul 2012**

<p><b>LEAD MEMBER / PORTFOLIO HOLDER</b></p>	<p><b>ITEM</b></p> <p>Tenancy Strategy and Policy 2012 - 2014</p>	<p><b>WARDS AFFECTED</b></p> <p>All Wards;</p>
<p><b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b>                  Joint reportt of the Head of Community Services and Head of Housing</p> <p><b>REPORT AUTHOR</b>                  M Bough                  Housing Policy and Performance Manager</p>	<p><b>SUMMARY</b></p> <p>The report will present a Tenancy Strategy and Policy which sets out the considerations for individual social landlords to have regard to in their own policies on the granting and re-issuing of tenancies relating to;</p> <ul style="list-style-type: none"> <li>• The kinds of tenancies that they grant;</li> <li>• The circumstances in which they will grant a tenancy of a particular kind;</li> <li>• Where they grant tenancies for a fixed term, the length of the term;</li> <li>• The circumstances in which they will grant a further tenancy on the ending of the existing one.</li> </ul>	<p><b>REASONS FOR BEING ON THE FORWARD PLAN</b></p> <p>The Council is required by the Localism Act 2011 to implement a Tenancy Strategy</p>

<b>CONSULTATION DETAILS</b>	<b>Method of Consultation</b>	<b>Consultation Period or Dates</b>
Consultation Events	<b>Stakeholders</b> District Councils Registered Local Landlords Adult and Community Services Voluntary and Community Sector	Ongoing since December 2009

<p>DECISIONS TO BE MADE IN PARTNERSHIP WITH</p> <p>Not applicable</p>
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**KEY DECISION**

Proposed to be made by the Executive on **21 Aug 2012**

<p><b>LEAD MEMBER / PORTFOLIO HOLDER</b></p>	<p><b>ITEM</b></p> <p>Budget Preparation Guidelines</p>	<p><b>WARDS AFFECTED</b></p> <p>All Wards;</p>
<p><b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b> Report of the Head of Finance and Resources</p> <p><b>REPORT AUTHOR</b> J Pickering - Exec Director (Finance and Corporate Resources)</p>	<p><b>SUMMARY</b></p> <p>To set guidelines for the preparation of the 2013/14 budget and receive the Initial Estimates for 2014/15 and 2015/16.</p>	<p><b>REASONS FOR BEING ON THE FORWARD PLAN</b></p>
<p><b>CONSULTATION DETAILS</b></p>	<p><b>Method of Consultation</b></p>	<p><b>Consultation Period or Dates</b></p>

DECISIONS TO BE MADE IN PARTNERSHIP WITH

**KEY DECISION**

Proposed to be made by the Executive on **15 Jan 2013**

<p><b>LEAD MEMBER / PORTFOLIO HOLDER</b></p>	<p><b>ITEM</b> Council Tax Base 2013/14</p>	<p><b>WARDS AFFECTED</b> All Wards;</p>
<p><b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b> Report of the Head of Finance and Resources</p> <p><b>REPORT AUTHOR</b> T Kristunas Head of Resources</p>	<p><b>SUMMARY</b> To consider a report regarding the setting of the Council Tax Base for 2013/14.</p>	<p><b>REASONS FOR BEING ON THE FORWARD PLAN</b></p>
<p><b>CONSULTATION DETAILS</b></p>	<p><b>Method of Consultation</b></p>	<p><b>Consultation Period or Dates</b></p>

<p>DECISIONS TO BE MADE IN PARTNERSHIP WITH</p>
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**KEY DECISION**

Proposed to be made by the Executive on **15 Jan 2013**

<p><b>LEAD MEMBER / PORTFOLIO HOLDER</b></p>	<p><b>ITEM</b></p> <p>Fees and Charges 2013/14</p>	<p><b>WARDS AFFECTED</b></p> <p>All Wards;</p>
<p><b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b> Report of the Head of Finance and Resources</p> <p><b>REPORT AUTHOR</b> T Kristunas, Head of Finance and Resources</p>	<p><b>SUMMARY</b></p> <p>To consider the proposed fees and charges for 2013/14 for the Council's chargeable services.</p>	<p><b>REASONS FOR BEING ON THE FORWARD PLAN</b></p>
<p><b>CONSULTATION DETAILS</b></p>	<p><b>Method of Consultation</b></p>	<p><b>Consultation Period or Dates</b></p>

DECISIONS TO BE MADE IN PARTNERSHIP WITH

**KEY DECISION**

Proposed to be made by the Executive (new date to be confirmed)

<p><b>LEAD MEMBER / PORTFOLIO HOLDER</b></p>	<p><b>ITEM</b> Housing Allocations Policy - Review</p>	<p><b>WARDS AFFECTED</b> (No Specific Ward Relevance);</p>
<p><b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b> None.</p> <p><b>REPORT AUTHOR</b> L Tompkin, Head of Housing</p>	<p><b>SUMMARY</b> To consider a review of the Housing Allocations Policy.</p>	<p><b>REASONS FOR BEING ON THE FORWARD PLAN</b></p>
<p><b>CONSULTATION DETAILS</b></p>	<p><b>Method of Consultation</b></p>	<p><b>Consultation Period or Dates</b></p>

DECISIONS TO BE MADE IN PARTNERSHIP WITH

**KEY DECISION**

Proposed to be made by the Executive (new date to be confirmed)

<p><b>LEAD MEMBER / PORTFOLIO HOLDER</b></p>	<p><b>ITEM</b></p> <p>Town Centre Landscape Improvements (including Church Green)</p>	<p><b>WARDS AFFECTED</b></p> <p>(Abbey Ward);</p>
<p><b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b> Background Papers: none specified</p> <p><b>REPORT AUTHOR</b> C Walker, L Hadley Landscape and Countryside Services Manager, Planning Officer</p>	<p><b>SUMMARY</b></p> <p>To consider a report detailing proposed options for Town Centre Landscape Improvements (including Church Green).</p>	<p><b>REASONS FOR BEING ON THE FORWARD PLAN</b></p>
<p><b>CONSULTATION DETAILS</b></p>	<p><b>Method of Consultation</b></p> <p>Relevant Officers.</p>	<p><b>Consultation Period or Dates</b></p>

DECISIONS TO BE MADE IN PARTNERSHIP WITH