

minute book 7

Council

Mon 9 Mar
2009
7.00 pm

Council Chamber
Town Hall
Redditch



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Meeting

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COUNCIL

Council

19 January 2009

Minutes

Present:

Councillor Jack Field (Mayor), Councillor Malcolm Hall (Deputy Mayor) and Councillors P Anderson, K Banks, K Boyd-Carpenter, M Braley, J Brunner, M Chalk, A Clayton, B Clayton, J Cookson, D Enderby, R J Farooqui, A Fry, C Gandy, W Hartnett, N Hicks, D Hunt, R King, W King, C MacMillan, P Mould, W Norton, J Pearce, B Quinney, M Shurmer, D Taylor and D Thomas

Also Present:

D Andrews (Chair, Standards Committee), M Collins (Vice-Chair, Standards Committee)

Officers:

J Bayley, K Dicks, E Storer, T Kristunas, S Hanley, S Mullins, S Skinner, J Smith, J Staniland, and A Walsh

Committee Services Officer:

I Westmore

95. WELCOME

The Mayor opened the meeting and welcomed all present.

96. APOLOGIES

Apologies for absence were received from Councillor Smith.

97. DECLARATIONS OF INTEREST

Councillors Anderson, Brunner, Chalk, B Clayton, Cookson, Gandy and Hall declared a personal but not a prejudicial interest in Item 6 (Executive Committee – Notice of Decisions of the meeting of 7 January 2009) as detailed separately at Minute 100 below.

98. MINUTES

RESOLVED that

the minutes of the meeting of the Council held on 8 December 2008 be confirmed as a correct record and signed by the Mayor.

.....
Chair

19 January 2009

99. COMMUNICATIONS AND MAYOR'S ANNOUNCEMENTS

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

b) Mayor's announcements

The Mayor advised that since the previous meeting of the Council he had attended various functions, including: the Pakistani Community Forum AGM, the Pantomime at the Palace Theatre, Cinderella, the Town Carol Service in Worcester Square, a Rotary Club lunch, a visit to the Alexandra Hospital on Christmas Day and a New Year Celebration at Wychavon.

c) Forthcoming events

The Mayor advised that forthcoming events included the Sports Partnership Awards, the Holocaust Memorial Day event and the Special Olympics Presentation evening at the Town Hall.

d) Urgent Business

The Mayor advised that he had accepted one additional item of "Urgent Business":

Item 8 - Decision Notice of the Executive Committee on 13 January 2009.

The Mayor had also accepted a late report:

Item 8 – Decision Notice of the Executive Committee, 7 January 2009.

100. EXECUTIVE COMMITTEE**RESOLVED that**

- 1) the minutes of the meetings of the Executive Committee held on 29 October, 19 November and 3 December 2008 be received and adopted;**
- 2) the minutes of the meeting of the Executive Committee held on 17 December 2008 be received and adopted and all recommendations approved:**
- 3) the decision notice of the meeting of the Executive Committee held on 7 January 2009 be received and all recommendations approved, subject to:**

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in respect of Minute 176 (Housing Revenue Account 2009/10)**it being further RESOLVED that****a letter be sent to the Government requesting that the authority be allowed to keep a greater proportion of its income in order that the Council might reduce or remove its negative subsidy position;****in respect of Minute 177 (Fees and Charges 2009/10) it being further RESOLVED that****a decision on the proposed Fees and Charges 2009/10 be deferred in order that further consideration be given to a number of the proposed Fees and Charges in the area of Leisure and Arts prior to a one-off consultation with the three Group Leaders and the Chair of the Fees and Charges Sub-Committee that was to precede re-submission to a future meeting of the Executive Committee;****in respect of Minute 187 (Council Magazine Re-introduction) it being further RESOLVED that****Councillors A Clayton, Farooqui and Hartnett be appointed to the Editorial Panel; and****in respect of Minute 189 (Electronic Agendas – Modern.Gov) it being further RESOLVED that****any Member requiring paper copies of agendas, reports and minutes will receive them upon request.**

- 4) the decision notice of the meeting of the Executive Committee held on 13 January 2009 be received and all recommendations approved.**

(Members hoped that the press might impart to local residents the benefits of contacting the Council at the earliest opportunity should they be experiencing difficulties in paying their Council Tax or Council House rent.

The Portfolio Holder for Local Environment, Planning and Transport undertook to provide Councillor Hartnett with further information and clarification on whether the information in Appendix 1, Page 43 of the report on Future Development of Waste Services (Minute 181 refers) applied to both owner-occupied and local authority

19 January 2009

rented households and clarification of the Council's proposed course of action in relation to the collection of waste from churches, charities etc. detailed within the same report.

Officers undertook to provide Councillor Hartnett with further information following the meeting on Section 106 monies (Minute 184 refers) that were apparently in the possession of the Council.)

(Prior to consideration of this item, and in accordance with the requirements of Section 81 of the Local Government Act 2000, Councillors Anderson, Brunner, Chalk, A Clayton, Cookson and Gandy declared personal interests in view of the fact that Councillors Brunner and A Clayton were associated with the Arts in Matchborough organisation, Councillors Anderson and Gandy were respectively a Governor and a clerk to the Governors of the Vaynor First School, Councillor Chalk was employed by Arrow Vale School and Councillor Cookson was a member of Age Concern. Councillor Hall declared a personal and prejudicial interest in view of the fact that he was the Chair of the Redditch Arts Council and took no part in the voting on the relevant recommendation.)

(In view of the fact that the report on Shared Services Business Cases (Executive Committee Notice of Decisions, 7 January 2009, Minute 191) contained information relating to consultations / negotiations in connection with labour relations, part of this discussion took place after the exclusion of the press and public. There is nothing exempt, however, in this record of the proceedings.)

101. REGULATORY COMMITTEES

The Council received the minutes of recent meetings of the planning and Standards Committees.

RESOLVED that

- 1) the minutes of the meetings of the Planning Committee held on 7 October, 4 November and 2 December 2008 be received and adopted; and**
- 2) the minutes of the meeting of the Standards Committee held on 9 December 2008 be received and adopted .**

19 January 2009

102. INVESTING IN HEALTH FOR WORCESTERSHIRE - DRAFT STRATEGY 2008-13

Members considered and discussed a five year draft health strategy for Worcestershire developed by the Worcestershire PCT.

The Council welcomed the strategy and it was agreed that both a Corporate response be prepared and that Members be encouraged to respond individually to the PCT.

The Council was somewhat concerned at the lack of reference to both District Councils in general and to the Borough of Redditch in particular. It was recognised that the new Strategy would shape the provision of healthcare within the County for years to come and the Council was able to support broadly the strategic priorities.

The Council was pleased to note that the Strategy had recognised that there were challenges to be addressed alongside the positive messages that it contained. The financial turnaround to a surplus position was acknowledged and the Council also welcomed progress that had been made in, for instance, ophthalmology, obstetrics and midwifery at the Alexandra Hospital.

The renewed focus on Mental Health provision was considered a positive move; similarly it was hoped the current levels for assessment of dementia across the County could be improved. End of life care was identified as an area where further work might be undertaken and the lack of emphasis given to the prevention of teenage pregnancies was also noted. Finally, it was hoped that further thought might be given to the Choose and Book system and the means by which appointments could be made with General Practitioners.

RESOLVED that

a Corporate response be agreed by the Group Leaders and forwarded to the PCT.

103. SCHEME OF DELEGATION TO OFFICERS - LEISURE FEES AND CHARGES

The Council considered a minor amendment to the Scheme of Delegation to Officers in order that the extent of the authority delegated to Officers in a certain area of the Council's activities might be clarified.

RESOLVED that

the Scheme of Delegation to Officers be amended as set out below:

Amendments shown as ~~strike through~~ for deletions and ***bold italics*** for additions:

To vary fees and charges in accordance with market conditions ~~as set out in Appendix 1 of the "Fees and Charges" report presented to Amenities Committee on 6th November 2004.~~ (DLCBS **DHLCS** - Director of Housing, Leisure and Customer Services) (C).

To approve and implement short-term and one-off promotions at all ***permanent and temporary*** Sports and Leisure facilities (HLD&P / MLeis, MSS).

104. URGENT BUSINESS - RECORD OF DECISIONS

There were no Urgent Business decisions under Standing Order 36 for consideration at this meeting.

105. URGENT BUSINESS - GENERAL (IF ANY)

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

106. EXCLUSION OF THE PUBLIC

RESOLVED that

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

Shared Services Business Cases (Executive Committee Notice of Decisions, 7 January 2009, Minute 191) (as detailed at Minute 100 above).

Council

23 February 2009

Minutes

Present:

Councillor Malcolm Hall (Deputy Mayor) and Councillors P Anderson, K Banks, M Braley, J Brunner, M Chalk, A Clayton, B Clayton, J Cookson, D Enderby, A Fry, C Gandy, W Hartnett, N Hicks, D Hunt, R King, W King, C MacMillan, W Norton, J Pearce, B Quinney, M Shurmer, D Smith, D Taylor and D Thomas

Also Present:

M Collins (Vice-Chair, Standards Committee)

Officers:

K Dicks, H Halls, S Hanley, T Kristunas, S Mullins and J Smith

Committee Services Officer:

I Westmore

107. WELCOME

The Deputy Mayor opened the meeting and welcomed all present.

108. APOLOGIES

Apologies for absence were received from the Mayor, Councillor Field, and Councillor Mould.

Members agreed that the Council's best wishes for a speedy recovery from his present ill-health be passed on to the Mayor.

109. DECLARATIONS OF INTEREST

Kevin Dicks (Acting Joint Chief Executive) declared a personal and prejudicial interest in Item 8 (Acting Joint Chief Executive – Review of Operation of Secondment Arrangements) as detailed separately at Minute 113 below.

.....
Chair

110. EXECUTIVE COMMITTEE - URGENT REFERRALS

Members considered urgent referrals from the Executive Committee in respect of the following matters:

Estimated Outturn 2008/09;
Virement Request – Planning Savings; and
General Fund Revenue Budgets and Capital Bids 2009/10 – 2011/12.

During consideration of the item on the Estimated Outturn, Members again reiterated their concern at the further reduction in the contribution from Scottish Widows Investment Partnerships Ltd to the Shopmobility service.

In respect of the General Fund item, the Council was informed that in addition to proceeding with all revenue bids identified as unavoidable or high priority steps were to be taken to identify an existing officer within the organisation to undertake the role of Grants Officer which had been categorised as a medium priority revenue bid.

1. ESTIMATED OUTTURN 2008/09:

RESOLVED that

the Estimated Outturn 2008/09 be recommended for approval;

2. VIREMENT REQUEST – PLANNING SAVINGS

RESOLVED that

The budget savings totalling £57,900 be vired for studies required as part of the evidence base for the Local Development Framework and the Redditch Economic Strategy, estimated to cost £55,000.

3. GENERAL FUND REVENUE BUDGETS AND CAPITAL BIDS 2009/10 – 2011/12

RESOLVED that

- 1) subject to comments, above, the Initial Estimates for 2009/10 be approved;**
- 2) the Revenue Bids categorised as unavoidable and high detailed in Appendix 14 be approved as follows:**

2009/10	£465,000
2010/11	£367,000
2011/12	£280,000;

- 3) the General Fund bids for capital resources categorised as unavoidable and high set out in Appendix 15 be approved as follows:

2009/10	£1,112,800
2010/11	£ 920,000
2011/12	£ 820,000;

- 4) the Housing Revenue Account bids for capital resources categorised as high set out in Appendix 17 be approved as follows:

2009/10	£1,090,000
2010/11	£ 570,000
2011/12	£ 570,000;

- 5) the savings / additional as identified in Appendix 18 and below be approved for consultation:

2009/10	£ 958,400
2010/11	£1,464,900
2011/12	£1,571,700;

- 6) the balance of the set up costs for Civil Enforcement Parking funded by the Council from future income streams;

- 7) potential redundancy costs of £35.1, be funded from balances;

- 8) Officers be asked to do further work with regard to

- a) Arrow Valley Countryside Centre
- b) Forge Mill Museum
- c) Shopmobility
- d) Dial A Ride.

111. ADJOURNMENT

RESOLVED that

the meeting of the Council be adjourned to permit a meeting of the Executive Committee to be held to consider the setting of the Council Tax 2009/10 and other associated financial matters.

(At this point - 7.28 p.m. - the meeting adjourned and reconvened at 7.44 p.m.)

112. COUNCIL TAX - YEAR ENDING 31 MARCH 2010

The Council considered the recommendations of the meeting of the Executive Committee held during the adjournment referred to above, regarding the setting of the Council Tax 2008/09 and other associated financial matters.

During the course of the discussion a motion to amend the recommendation in respect of Council Tax – Year Ending 31 March 2010 through the adoption of a number of different options in respect of revenue and capital bids was the subject of the following named vote in accordance with Standing Order 16:

Members voting FOR the amendment to the motion:

Councillors Cookson, Enderby, Fry, Hartnett, Hicks, Hunt, R King, W King, Shurmer and Taylor.
(10 votes)

Members voting AGAINST the amendment to the motion:

Councillors Anderson, Banks, Braley, Brunner, Chalk, A Clayton, B Clayton, Gandy, MacMillan, Norton, Pearce, Quinney and Smith.
(13 votes)

Members abstaining from voting:

Councillors Hall and Thomas.

Accordingly, the amendment to the Motion fell and it was subsequently

RESOLVED that

the recommendations of the meeting of the Executive Committee, held earlier in the evening on 23 February 2008, be approved.

113. ACTING JOINT CHIEF EXECUTIVE - REVIEW OF OPERATION OF SECONDMENT ARRANGEMENTS

Members received a report from the Leader of the Council reviewing the operation of the arrangements with Bromsgrove District Council for the secondment and sharing of their Chief Executive as the Acting Joint Chief Executive for both Councils.

The figures for the costs to date to Redditch Borough Council for the post of Joint Chief Executive were reported orally as being £38,605, and those for the consequential costs in relation to the Acting Deputy Chief Executive post as being £8,990.

The Leader of the Council reported that she considered the first six months of the trial period for the Acting Joint Chief Executive post and the Joint Working and Shared Services arrangements with Bromsgrove District Council to have been successful.

The recommendations in relation to the Joint Working and Shared Services arrangements received broad support although the post of Acting Joint Chief Executive continued to be cause of less consensus across the Groups as had been the case within the Shared Services Board.

- 1) **the recommendation from the Shared Services Board to continue with the Joint Working and Shared Service arrangements with Bromsgrove District Council be approved; and**
- 2) **the continued secondment of the Acting Joint Chief Executive to the Council be continued until the 31st July 2009 in accordance with the six month review requirements within the secondment agreement.**

(Prior to consideration of this item, and in accordance with the requirements of Section 81 of the Local Government Act 2000, Kevin Dicks, Acting Joint Chief Executive, declared a personal and prejudicial interest, in view of the fact that the matter under discussion was the terms and conditions of his employment by the Council, and withdrew from the meeting.

During consideration of this item, and in accordance with the requirements of Section 81 of the Local Government Act 2000, Sue Hanley, Acting Deputy Chief Executive, withdrew from the meeting in view of the fact that the matter under discussion included the terms and conditions of her employment by the Council.)

The Meeting commenced at 7.00 pm
and closed at 9.51 pm

.....
Chair

EXECUTIVE COMMITTEE

Executive Committee

7 January 2009

Minutes

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:

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

Committee Services Officer:

I Westmore and 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

.....
 Chair

Executive Committee

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;

Item 20 – Shared Service Business Cases; and

Item 24 – Shared Service Board Minutes, 18 December 2008

175. COUNCIL TAX BASE 2009/10

Officers presented a proposal to set the Council Tax Base for 2009/10. This figure had been set assuming a collection rate of 99%. Some concern was expressed that this figure might be affected by the current economic climate. 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.

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>

176. HOUSING REVENUE ACCOUNT 2009/10

Members were presented with the Revised Housing Revenue Account Estimates for 2008/09 and the Initial Estimates for 2009/10 to assist them in setting the level of Housing Rents for 2009/10. It was reported that Central Government had set a limit on rent increases for 2009/10 of 7%. Members were informed that the average increase in rents in Redditch would be 5.87% from £60.10 to £63.02. The Head of Financial, Revenues & Benefits Services undertook to provide additional information on increases in supervision and management expenditure (Appendix A) for Councillor Anderson.

RECOMMENDED that

- 1) the revised estimates for 2008/09 as set out at Appendix A to the report be approved;**
- 2) the draft 2009/10 Housing Revenue Account attached to the report at Appendix A, as amended by the appropriate resolutions below, be approved; and**
- 3) the actual rent increases for 2009/10 be limited to 7%.**

(This report had been accepted as a matter of Urgent Business - not having met the publication deadline -and was considered at the meeting as such, with the approval of the Chair, in accordance with the Council's constitutional rules and powers vested in the Chair by virtue of Section 100 (B) (4) (b) of the Local Government Act 1972 to agree matters of urgency being discussed by reason of special circumstances.

In this case the special circumstances were that the information, which was not available at the time of the agenda going to print, was required to be considered at the present meeting in order to meet statutory reporting deadlines.)

177. FEES AND CHARGES 2009/10

A correction to Appendix E was circulated at the meeting. Members were informed that a minimum increase of 5% had been set to achieve an overall net increase in income of £157,000. Officers were thanked for their work. Officers undertook to provide the additional information on fees paid by spectators, community centres managed by the Council and the strategy behind the calculation of increased fees.

RECOMMENDED that

- 1) **in cases where:**
 - a) **fees or changes 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 of 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) **the Council seeks to achieve an increase in income of £157,000 from these measures.**

(This report had been accepted as a matter of Urgent Business - not having met the publication deadline -and was considered at the meeting as such, with the approval of the Chair, in accordance with the Council's constitutional rules and powers vested in the Chair by virtue of Section 100 (B) (4) (b) of the Local Government Act 1972 to agree matters of urgency being discussed by reason of special circumstances.

In this case the special circumstances were that the information, which was not available at the time of the agenda going to print, was required to be considered at the present meeting in order to meet statutory reporting deadlines.)

178. VIREMENT REQUEST - BENEFITS SERVICE

Members considered a request to vire budget savings from Financial Services to the Benefits Service to fund external support the Benefits Service Inspection in February 2009 and provide additional resources to manage the increase in caseload.

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 caseload.

(This report had been accepted as a matter of Urgent Business – not on the Forward Plan for this meeting - and was considered at the meeting as such, with the approval of the Chair, in accordance with the Council's constitutional rules and powers vested in the Chair by virtue of Section 100 (B) (4) (b) of the Local Government Act 1972 to agree matters of urgency being discussed by reason of special circumstances.

In this case the special circumstances were that the information was required to be considered at the present meeting in order that the approval might be given to this course of action prior to the virement taking place.)

179. DRAFT ECONOMIC PRIORITIES - OUTCOMES OF CONSULTATION

Members considered a report which set out the Council's Economic Priorities for inclusion in the Worcestershire Partnership's Economic Strategy 2008/18 and Joint Investment Plan. They noted the outcome of public consultation, which aided the establishment of these priorities. Officers outlined funding which might be available from Advantage West Midlands to assist in meeting the priorities.

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.**

Executive Committee

180. COUNTYWIDE HOMELESSNESS STRATEGY AND ACTION PLAN

Members were informed that the current Worcestershire Countywide Strategy, which was developed in 2003 and was approved by Officers in 2007, would be reviewed in 2009. Members commended Officers on the amount of good work that had been done, which had benefited residents.

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

Members were provided with information on the review of the Joint Municipal Waste Management Strategy, which would be discussed at the Waste Forum on 14 January 2009. Officers circulated an additional recommendation for consideration. Members commented on each of the resolutions / recommendations. 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.

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;**

Executive Committee

- 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;
- 7) the short- and medium-term and long-term actions listed in Appendix 4 at paragraph no.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;

Executive Committee

- 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 should be explored; and

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.

182. GRANT APPLICATIONS 2009/10

Members were asked to consider the recommendations of the Grants Assessment Panel in awarding grants to voluntary sector organisations for 2008/09 and 2009/10. Officers reported that 14 applications had been received. The Chair thanked the Grants Assessment Panel for their decisions which were transparent and fair. Officers undertook to contact all organisations on 8 January to inform them of the recommendations to Council regarding their grant applications.

Executive Committee

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	£1,000
Organisation	Amount Awarded
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
Indigo Arts	£6,062
New Song Community Church (NewStarts Reuse and Resettlement Project)	£3,843

183. DISABLED FACILITIES GRANT - NATIONAL CHANGES

Members were informed of a package of changes that had been introduced by the Department of Communities and Local Government to modernise the Disabled Facilities Grant programme and improve delivery of adaptations to the homes of disabled people nationally. Members were asked to consider whether they wished to implement the ability to include a 'Claw Back' clause for Disabled Facilities Grants approved over £5,000. The new arrangements would give the Council the discretion to impose a limited charge (maximum of £10,000) should an adapted property be sold or transferred within ten years. Officers undertook to investigate charges for removing / recycling / reusing equipment no longer required.

Executive Committee

RESOLVED that

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

RECOMMENDED that

- 2) the Council implement the general consent enabling the Local Authority to place a limited charge on owner/occupied 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.

184. SECTION 106 PLANNING OBLIGATIONS

Members received a report on current planning obligations and the capital schemes to which planning obligation monies had been allocated. Members were informed that in the current financial year £835,000 had been allocated to capital schemes.

RESOLVED that

that the current position be noted.

(This report had been accepted as a matter of Urgent Business - not having met the publication deadline -and was considered at the meeting as such, with the approval of the Chair, in accordance with the Council's constitutional rules and powers vested in the Chair by virtue of Section 100 (B) (4) (b) of the Local Government Act 1972 to agree matters of urgency being discussed by reason of special circumstances.

In this case the special circumstances were that the information, which was not available at the time of the agenda going to print, was required to be considered at the present meeting as Members had specifically requested the information be submitted to this meeting.)

185. ARROW VALE SPORTS CENTRE - INSTALLATION OF INTERACTIVE GYM

Members received a report outlining the social, health and commercial benefits of providing an interactive youth gym at Arrow Vale Sports Centre. Officers were commended for their work to develop the scheme.

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

Members were asked to consider the Council's participation in the Central Government's initiative to provide free swimming sessions for the under 16 age group. Members highlighted their concerns regarding long term funding and that the scheme would only provide a 'payment holiday' for two years.

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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; and
- 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

Members were asked to consider proposals to re-introduce the Council's magazine (Redditch Matters). The magazine would be produced three times a year in March, June and November. Officers commended Officers for their work.

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 & Promotions 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;

Executive Committee

- 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

A report on the additional costs which could be incurred for hire of portkabins (£1000 per unit), portaloos and set up costs (£1000+ per unit) at each site was presented. Members were informed that it was not feasible on grounds of the safety and security of children to only partially close schools for Elections.

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

Executive Committee

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

Members considered a change to agenda preparation arrangements and provision of other documents electronically. Officers confirmed that paper copies would be circulated to all Committee Members. However, others would be able to access them from the Internet or obtain a paper copy on request. It was suggested a training session might be useful for Members on accessing information electronically. It was also suggested that the Overview and Scrutiny Committee might look at baseline ICT requirements for Members.

RECOMMENDED that

with effect from Tuesday ~~18~~ 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**

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- 6) relevant references in the Constitution be amended in accordance with Members' final decisions.

190. OVERVIEW AND SCRUTINY COMMITTEE

RESOLVED that

the minutes of the meetings held on 6 and 26 November were received and noted.

191. MINUTES / REFERRALS - SHARED SERVICES BUSINESS CASES

Members were informed about the business cases for Electoral Services and Community Safety, previously considered by the Shared Services Board on 18 December 2008, with a view to establishing shared services for the two services respectively. In view of the fact that the report contained information relating to consultations / negotiations in connection with labour relations, part of this discussion took place after the exclusion of the press and public. There is nothing exempt, however, in this record of the proceedings.

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.

Executive Committee

(This report had been accepted as a matter of Urgent Business – not on the Forward Plan for this meeting - and was considered at the meeting as such, with the approval of the Chair, in accordance with the Council's constitutional rules and powers vested in the Chair by virtue of Section 100 (B) (4) (b) of the Local Government Act 1972 to agree matters of urgency being discussed by reason of special circumstances.

In this case the special circumstances were that the information, which was not available at the time of the agenda going to print, was required to be considered at the present meeting in order to comply with consultation and possible implementation deadlines set out within the report.)

192. ADVISORY PANELS - UPDATE REPORT

Members received an update report from Advisory Panels.

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.**

Executive Committee

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

RESOLVED that

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

(These minutes had been accepted as a matter of Urgent Business – not on the Forward Plan for this meeting - and was considered at the meeting as such, with the approval of the Chair, in accordance with the Council's constitutional rules and powers vested in the Chair by virtue of Section 100 (B) (4) (b) of the Local Government Act 1972 to agree matters of urgency being discussed by reason of special circumstances.)

In this case the special circumstances were that the information, which was not available at the time of the agenda going to print, was required to be considered at the present meeting as it related to Minute 191 above.)

The Meeting commenced at 7.00 pm
and closed at 10.40 pm



Executive Committee

13 January 2009

Minutes

Present:

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

Also Present:

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.

.....
Chair

199. REPORT OF THE THIRD SECTOR TASK AND FINISH GROUP

Representatives from the Third Sector Task and Finish Group attended the meeting to present its final report as endorsed by the Overview and Scrutiny Committee.

The former Chair of the Group commended the report and the work undertaken by both Members and Officers during preparation of the report. A considerable amount of work had been undertaken on the general policy underlying the Council's grants process but proposals for further work were included amongst the Group's recommendations.

Among the more significant points to come out of the review were a proposal for an additional post to assist in administering the grants process, the development of a mission statement and the need to officially endorse the Worcestershire Compact. The central proposal that the authority move to a framework of shopping, investing and giving for the grants process was highlighted as was the aligning of the criteria for grants applications with the Council's Sustainable Community Strategy priorities.

It was noted during the presentation 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."

The Executive Committee welcomed this piece of work and thanked those involved in the production of the report. At the outset, 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.

A number of the more problematic issues were discussed. The provision of multi-year funding was recognised as presenting particular difficulties to the authority but there was a general acceptance that it would be present to some extent where the Council was shopping for services from the Third Sector.

The Executive stated that they agreed with the rationale for proposing additional Officer resources to support the Grants process. The benefits of a strong relationship between Officers and the Third Sector were clear. 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 as a means of delivering such an outcome. In addition, the

Executive Committee

Executive were happy for this proposal to go forward as a revenue bid, although there was a recognition that the present financial climate was not conducive to the creation of additional posts.

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. It was anticipated that the majority of the additional work to be undertaken would be carried out in due course by a further Task and Finish Group established for such a purpose.

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**

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- f) a review of how multi-year funding arrangements should be implemented as part of the Council's grants process; and
- 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.

(Prior to the meeting, and in accordance with the requirements of Section 81 of the Local Government Act 2000, Councillor Hall declared a personal and prejudicial interest in view of his being the Chair of a possible recipient of future Council grant funding .)

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

.....
Chair

Executive Committee

28 January 2009

Minutes

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:

D Hunt, K Banks and M Shurmer

Officers:

J Staniland, A Walsh, J Smith, K Watkins, K Dicks, S Hanley, R Kindon, T Kristunas, K Cook, S Mullins and L Walsh

Committee Services Officer:

I Westmore

201. APOLOGIES

There were no apologies for absence.

202. DECLARATIONS OF INTEREST

Councillor Brunner declared a personal interest in Item 9 (Matchborough West Community Centre – Letting Update) as detailed at Minute 209 below.

203. LEADER'S ANNOUNCEMENTS

The Leader advised that she had agreed to the deferral of Item 8 – Claverdon Close – Option Appraisal to allow Officers time for further consideration of certain matters within the report.

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

Item 4 – Capital Strategy 2009/12; and

Item 10 – Church Hill District Centre – Redevelopment Update.

.....
Chair

All persons that contacted the Council in writing in connection with Claverdon Close – Option Appraisal were to be advised by Officers prior to the matter coming back to a future meeting of the Executive Committee.

204. CAPITAL STRATEGY 2009/12

Members considered a report setting out the framework within which the Council would manage its capital resources over the three year period 2009 to 2012.

In the present financial circumstances Members particularly noted the recent changes to the revenue consequences of capital borrowing and the impact on the Council's programme of asset disposal of the downturn in the property sector.

RECOMMENDED that

- 1) **the Capital Strategy appended to the report be approved; and**
- 2) **the Capital Strategy be added to the list of the Council's Policy Framework documents and incorporated as such into the Council's formal Constitution.**

205. ESTIMATED OUTTURN 2008/09

The Council's estimated Outturn for 2008/09 was considered following the incorporation of all changes that had taken place following approval of the initial budget at the 21 February meeting of the Council.

It was noted that the costs associated with the Council's Neighbourhood Groups had increased following agreement of the initial budget and there was concern expressed that they did not represent good value for money. The Committee urged that the Overview and Scrutiny Committee consider reviewing the matter through the creation of a Task and Finish Group.

Members reiterated their concern at the further reduction in the contribution from Scottish Widows Investment Partnership Ltd. to the Shopmobility service noting, as they did, that the contribution had fallen by over £50,000 over the last two years.

Officers undertook to inform Members following the meeting why there was a small budget provided for water under the general heading of "Parking".

RECOMMENDED that

- 1) **subject to the comments above, the Estimated Outturn 2008/09 be recommended for approval; and**

RESOLVED that

- 2) **the Overview and Scrutiny Committee be requested to set up a Task and Finish Group to consider the existing Neighbourhood Group process and, specifically, the following points:**
 - i) **how and whether the Groups work;**
 - ii) **how to achieve the greatest value for money when informing local residents; and**
 - iii) **how to best achieve meaningful public consultation.**

206. DISCRETIONARY RATE RELIEF POLICY

The Committee considered a report setting out a revised policy containing guidance and a framework for Officers when determining the eligibility of an organisation for discretionary rate relief. There was some discussion as to the impact of certain criteria and whether these would have the desired effect of assisting those who most required assistance.

The current and historic underspend on this budget was noted and Members agreed that the matter of how the residual funds should be allocated be referred to the Economic Advisory Panel in order that avenues for assisting local business in the present economic downturn might be explored.

Officers undertook to provide a list of recipients of discretionary rate relief to Councillor Clayton.

RECOMMENDED that

- 1) **the policy attached to the report be approved; and**

RESOLVED that

- 2) **the issue of the balance of monies remaining with the Council following disbursement of discretionary rate relief be referred to the Economic Advisory Panel for it to consider how this could be used to support business within the Borough.**

207. VIREMENT REQUEST - PLANNING SAVINGS

There was broad support for the proposal to vire funds for further studies towards the development of the evidence base for the Borough of Redditch Local Development Framework.

The Portfolio Holder stated his wish that the Core strategy Development Plan Document be agreed by the Planning Advisory Panel and be brought to the next meeting of the Council.

RECOMMENDED that

the budget savings totalling £57,900 be vired for studies required as part of the evidence base for the Local Development Framework and the Redditch Economic Strategy, estimated to cost £55,000.

208. CLAVERDON CLOSE - OPTION APPRAISAL

This item was deferred.

209. MATCHBOROUGH WEST COMMUNITY CENTRE - LEASE DETAILS AND REFURBISHMENT UPDATE

A report was received that set out a proposal to lease Matchborough West Community Centre to Worcestershire County Council. It was explained that the County Council was intending to extend and refurbish the premises, thereby removing the requirement for the Borough Council to undertake forthcoming maintenance work over the coming two year period. There was also an undertaking that the premises would remain available to local community groups for community use.

Officers confirmed that Matchborough West had been experiencing the lowest usage of any of the community centres belonging to the Council prior to a recent fire at the premises. Following the fire and subsequent remedial works to the building there was at present zero usage.

There was some concern that there was insufficient detail within the report regarding the implications of the proposed terms of the letting to the County Council over the twenty year period of the lease and, as a consequence, it was

RESOLVED that

a decision on the proposed letting of Matchborough West Community Centre to Worcestershire County Council be delegated to Officers in consultation with the Portfolio Holder for Corporate Management in order that satisfactory terms for the proposed lease might be agreed.

(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 of her being a Member of Worcestershire County Council, the prospective lessee of the property.)

210. CHURCH HILL DISTRICT CENTRE - REDEVELOPMENT UPDATE

An update report on progress with the redevelopment of the Church Hill District Centre was considered by the Committee. The most important point that was communicated to Members was the impact of the economic downturn on the viability of the proposals for redevelopment at the present time. As a result of recent events Officers were recommending that the marketing of the redevelopment be delayed and it was noted that this would necessarily require revision of the (provisional) project plan.

Members requested that a Press Release be prepared as part of the means by which residents of Church Hill be kept informed of the delay in the redevelopment scheme resulting from current economic pressures in the financial and property development markets.

RESOLVED that

- 1) progress on the project be noted;**
- 2) the delay in marketing due to current economic pressures in the financial and property development markets also be noted; and**
- 3) market testing proceed when market conditions are appropriate to test the scheme's viability in the current economic conditions.**

(During the consideration of this item, Members discussed matters that necessitated the disclosure of exempt information. It was therefore agreed to move to exclude the press and public prior to any further debate on the grounds that information would be revealed in respect of the business affairs of the Council's tenants.)

There is nothing exempt, however, in this record of the proceedings.)

(This report had been accepted as a matter of Urgent Business – not published on the Forward Plan – and was considered at the meeting as such, with the approval of the Chair, in accordance with the Council's constitutional rules and the powers vested in the Chair by virtue of Section 100 (B) (4) (b) of the Local Government Act 1972 to agree to matters of urgency being discussed by reason of special circumstances.

In this case the special circumstances were that Members needed to be appraised of the impact on the scheme of the current economic conditions as soon as possible).

211. FIVE YEAR HOUSING CAPITAL PROGRAMME

Members considered a request for reallocation of funds and an increase in capital to support the completion of the existing five year Housing Improvement Programme.

Officers reported that valuable lessons had been learned during the completion of the previous five year programme. A number of problems had been identified, such as the underestimation of the numbers of Council properties in certain areas requiring maintenance and renewals. It was proposed that the budget be re-profiled to reflect revisions to the present programme. In addition it was proposed that a programme of works be published each April for the benefit of Members.

RECOMMENDED that

- 1) the budget spend for years 3 – 5 be re-profiled to reflect the revised programme to 31 March 2012; and**

Housing Revenue Account

- 2) additional funding of £3,340,778.00 be allocated for the completion of the 5 year Housing Capital Programme 2007 – 2012.**

(This report had been accepted as a matter of Urgent Business – item not having met the publication deadline – and was considered at the meeting as such, with the approval of the Chair, in accordance with the Council's constitutional rules and the powers vested in the Chair by virtue of Section 100 (B) (4) (b) of the Local Government Act 1972 to agree to matters of urgency being discussed by reason of special circumstances.

In this case the special circumstances were that the report, not available for publishing with the Agenda owing to a number of late amendments being necessary, was required to be considered prior to agreement of the overall budget for the Council.)

212. ABBEY STADIUM BUSINESS CASE

A report was considered that provided a business case for the redevelopment of the Abbey Stadium and presented the available options open to the Council.

The Committee was informed that, at present, there were no funds set aside to progress the scheme and the proposed programme of asset disposals had effectively been stalled by the economic downturn. Asset values were currently unrealistically low and the risk profile under present circumstances would be very poor. Members did not feel that they were able to recommend to Council that the scheme be progressed owing to the financial situation. As a consequence it was agreed that the scheme be deferred.

In the interim it was agreed that Officers would report back to the Committee on existing facilities at the Abbey Stadium and Hewell Road and any remedial action that might be required to maintain those facilities. There was a recognition that the facility at Hewell Road in particular was old and could not be expected to remain free from major problems indefinitely.

RECOMMENDED that

the scheme be deferred to such a time that the disposal of assets programme can deliver the capital funding required to deliver the scheme; and

- i) the time scale for recommencement of the scheme be set at a period of up to one year; and**
- ii) a further report on remedial action on Hewell Road Pool and Abbey Stadium be brought to the Committee regarding the expenditure required to sustain the facilities in the short, medium or long term.**

(During the consideration of this item, Members discussed matters that necessitated the disclosure of exempt information. It was therefore agreed to move to exclude the press and public prior to any further debate on the grounds that information would be revealed which would significantly affect the Council's ability to achieve the best solutions for the Borough in relation to the Abbey Stadium redevelopment.

There is nothing exempt, however, in this record of the proceedings.)

213. OVERVIEW AND SCRUTINY COMMITTEE

RESOLVED that

the minutes of meeting of the Overview and Scrutiny Committee held on 17 December 2008 be received and noted.

214. ADVISORY PANELS - UPDATE REPORT

Members identified that there was the need to rethink the basis upon which the Council maintained the number of Executive Advisory Panels and other Working Parties and Groups that was currently in existence. The matter had been discussed at a recent meeting of the Constitutional Review Working Party.

It was proposed by the Chair of the Group that the IT Steering Group be wound up and a discussion be held between appropriate Members, Committee Services and IT on IT provision for Members and related matters.

It was also proposed that each Portfolio Holder consider their own Advisory Panels, discuss with other members of the Panel the benefit of continuance, if the Panel was no longer deemed to be of benefit then to no longer meet and, finally, that Panels in such a situation be deleted at the end of the current municipal year.

RESOLVED that

subject to Members' comments, the report be noted.

215. ACTION MONITORING

Members noted the Action Monitoring Sheet and requested that greater clarification be provided as to when an action had been completed and that completed actions be removed as appropriate.

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

There were no minutes or referrals under this item.

217. EXCLUSION OF THE PUBLIC**RESOLVED that**

- 1) **under S.100 I of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, the public be excluded from the meeting for the following matters on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12 (A) of the said Act, as amended.**

Church Hill District Centre – Redevelopment Update (as detailed at Minute 210 above); and

Abbey Stadium Business Case (as detailed at Minute 212 above); and

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

The Meeting commenced at 7.00 pm
and closed at 9.15 pm

Executive Committee

18 February 2009

Minutes

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, W Hartnett, M Chalk and M Shurmer and Mrs D Andrews (Chair – Standards Committee)

Officers:

T Kristunas, A Gittins, A Teepe, H Saunders, J Smith, S Mullins, K Dicks, S Hanley, J Staniland, A Marklew and S Skinner

Committee Services Officer:

D Sunman

218. APOLOGIES

An apology for absence was received on behalf of Councillor MacMillan who was unable to be present from the start of the meeting.

219. DECLARATIONS OF INTEREST

There were no declarations of interest.

220. LEADER'S ANNOUNCEMENTS

The Leader advised that she had accepted the late circulation of the following reports and their receipt as Urgent Business:

Item 7 – Treasury Management Policy Statement;

Item 8 – Prudential Indicators 2009/10 and 2011/12 and Minimum Revenue Provision Policy;

Item 9 – General Fund Revenue Budgets and Capital Bids 2009.

221. MINUTES**RESOLVED that**

the minutes of the meetings of the Committee held on 3 and 17 December 2008 and 7 and 13 January 2009 be confirmed as correct records and signed by the Chair.

222. FREEDOM OF THE BOROUGH - MERCIAN REGIMENT

Further to the Council's decisions of 28 January 2008 that proposed granting Freedom of the Borough to the Mercian Regiment, Members considered a further report. The report included mention of the timing difficulties of arranging a ceremonial event because of the Regiment's commitments on manoeuvres or active service abroad. It was therefore proposed that a two-stage process be followed. Firstly that a formal Council meeting be arranged to consider the Motion to grant Freedom of the Borough followed by a further event in the form of a parade when the Regiment returns from Afghanistan.

In terms of the associated Street naming proposal, Officers were asked to include an explanation for the naming of 'Mercian Square' on the plaque.

It was noted that representatives of the Regiment had only very limited availability in March / April 2009, in respect of the proposed Special Council meeting / initial Freedom Ceremony.

RECOMMENDED that

- 1) Freedom of the Borough be granted to the Mercian Regiment;**
- 2) a special meeting of the Council be convened for this purpose in due course;**
- 3) a Welcome Home Parade event be held on the Regiment's return from active service in Afghanistan, on the terms detailed in the report (at paragraph 5.b), and that Corporate Officer support be provided for this event, as appropriate;**
- 4) the present Mayor of the Borough, Cllr Jack Field, as original sponsor of the Freedom of the Borough initiative, be invited to preside at the above event, with next year's Mayor;**
- 5) a revenue Budget of £1,500 be established from balances to cover the cost of associated Reception and**

production of two copies of the commemorative framed scroll; and

RESOLVED that

- 6) the renovated Market Place be named 'Mercian Square' and that an unveiling ceremony form part of the Welcome Home celebrations referred to above.**

223. ROLE OF THE MAYOR TASK AND FINISH GROUP

The Committee was asked to consider the final report of the Role of Mayor Task and Finish Group. The Chair of the Task and Finish Group attended the meeting to present the report. He acknowledged that some of the final report's recommendations contained financial implications. However, he asked that the Committee approve the recommendations in principle and review them at a future date when adequate funding becomes available.

The Committee noted that, in the longer term and as budgets permitted, it was intended to put up a 'gallery' of past Mayors in the Town Hall. Given the current financial circumstances, it was not felt appropriate to bid for additional funding for the above purposes in the current year.

RESOLVED that

- 1) a picture of the current Mayor be placed in a prominent position within the Town Hall;**
- 2) a revenue bid be submitted in a future round, to seek to obtain an additional £1,000 for the Mayoral Hospitality Budget;**
- 3) the Mayoral induction booklet be update and developed;**
- 4) the planned programme of work within the Town Hall be reviewed to seek redecoration of the Mayor's Parlour before the presently scheduled date in 2010/11;**
- 5) the content of the Mayoral web pages be developed and expanded.**

224. TREASURY MANAGEMENT POLICY STATEMENT

The Committee was asked to approve the Council's Treasury Management Strategy Statement for 2009/10. Members were informed that the turmoil within financial markets and, in particular, the failing of a number of Icelandic banks and the issue with Northern Rock had highlighted the risks associated with treasury management activities.

Officers confirmed that despite other Local Authorities experiencing significant potential losses, the Council's investments had remained secure.

RECOMMENDED that**the Treasury Management Strategy for 2009/10 be approved.**

(This report had been accepted as a matter of Urgent Business – not having met the publication deadline and was considered at the meeting as such, with the approval of the Chair, and in accordance with the Council's constitutional rules and powers vested in the Chair by virtue of Section 100 (B) (4) (b) of the Local Government Act 1972 to agree matters of urgency being discussed by reason of special circumstances.)

In this case the special circumstances were that the information, which was not available at the time of the agenda going to print, was required to be considered at the present meeting in order to meet statutory requirements.)

225. PRUDENTIAL INDICATORS 2009/10 AND 2011/12 AND MINIMUM REVENUE PROVISION POLICY

The Committee was asked to approve the new Prudential Code for borrowing and the Minimum Revenue Provision (MRP) Policy for 2009/10.

Members were informed that in order to comply with the requirement of the Local Government Act 2003 the Council would be required to publish a range of prudential indicators for the next and following two financial years as listed below:

- a) Actual and estimated capital expenditure;
- b) Ratio of financing costs to net revenue stream;
- c) Capital financing requirement;
- d) Actual limit for external debt;
- e) Operational boundary for external debt;
- f) Council tax implications of the incremental effect of capital decisions; and Treasury Management Indicators.

RECOMMENDED that

- 1) the Prudential Indicators as set out in the report be approved; and
- 2) the Minimum Revenue Provision (MRP) Policy for 2009/10 be as defined below:

Asset Life Management (Option 3)

Where capital expenditure is financed wholly or partly by borrowing or credit arrangements, MRO is to be determined by reference to the life of the asset. There are two main methods by which this can be achieved, as described below. Under both methods, authorities may in any year make additional voluntary revenue provision, in which case they may make an appropriate reduction in later years' levels of MRP.

a) **Equal instalment method:**

MRP is the amount given by the following formula:
 $(A - B)/C$

Where:

A is the amount of capital expenditure in respect of the asset financed by borrowing or credit arrangements,

B is the total provision made before the current financial year in respect of that expenditure, and

C is the inclusive number of financial years from the current year to that in which the estimated life of the asset expires.

b) **Annuity method:**

This method is intended to link the MRP to the flow of benefits from an asset where the benefits are expected to increase in later years. It is considered to be appropriate for projects promoting regeneration or administrative efficiencies or schemes where revenues increase over time.

(This report had been accepted as a matter of Urgent Business – not having met the publication deadline and was considered at the meeting as such, with the approval of the Chair, and in accordance with the Council's constitutional rules and powers vested in the

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Chair by virtue of Section 100 (B) (4) (b) of the Local Government Act 1972 to agree matters of urgency being discussed by reason of special circumstances.

In this case the special circumstances were that the information, which was not available at the time of the agenda going to print, was required to be considered at the present meeting in order to meet statutory requirements.)

226. GENERAL FUND REVENUE BUDGETS AND CAPITAL BIDS 2009/10 - 2011/12

The Committee considered a report on the Estimates at Directorate level for 2009/10 prepared in accordance with the Budget Guidelines approved by Council on 15 September 2008. Members were asked to approve the Medium Term Financial Plan (Revenue and Capital Budgets) for 2009/10 – 2011/12 which included a range of proposals to address the budget gap. The Head of Financial, Revenues and Benefits Services made a presentation on the content of the report and outlined the net position to balance the three year plan.

The Leader confirmed that the report contained a range of options for savings that would be subject to staff and public consultation with no options ruled in or out. She confirmed that the Council would be required to make extremely difficult decisions regarding budgets and the situation was unlikely to improve in the short term. She reported that she had received a number of representations regarding the future of Pitcheroak Golf Course and said that the suggested alternative options would be investigated.

Members were asked to consider a recommendation from the Overview and Scrutiny Committee to upgrade the Grants Officer post, as outlined in the final report of the Third Sector Task and Finish Group, from medium to high priority status in the General Fund Revenue Budgets and Capital Bids report 2009/10. (Minute 234 of refers)

Officers were tasked with carrying out further work on car park charges at District Centres.

RECOMMENDED that

- 1) the Initial Estimates for 2009/10 be approved;
- 2) the Revenue Bids categorised as unavoidable and high, detailed in Appendix 14 of the report, be approved as follows:

2009/10	£465,000
2010/11	£367,000

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2011/12 £280,000;

- 3) the General Fund bids for capital resources categorised as unavoidable and high, detailed in Appendix 15 of the report, be approved as follows:

2009/10 £1,127,200
 2010/11 £ 920,000
 2011/12 £ 820,000;

- 4) the Housing Revenue Account bids for capital resources categorised as high, detailed in Appendix 17, be approved as follows:

2009/10 £1,090,000
 2010/11 £ 570,000
 2011/12 £ 570,000;

- 5) the savings / additional funding, detailed in Appendix 17 and below, be approved for the purpose of consultation:

2009/10 £ 960,700
 2010/11 £1,478,500
 2011/12 £1,585,300;

- 6) the balance of the set up costs for Civil Enforcement Parking be funded by the Council from future income streams;

- 7) potential redundancy costs of £35,100 be funded from balances; and

- 8) Officers be asked to do further work with regard to:

a) Arrow Valley Countryside Centre;

b) Forge Mill Museum;

c) Shopmobility; and

d) Dial A Ride.

(This report had been accepted as a matter of Urgent Business – not having met the publication deadline and was considered at the meeting as such, with the approval of the Chair, and in accordance with the Council's constitutional rules and powers vested in the Chair by virtue of Section 100 (B) (4) (b) of the Local Government Act 1972 to agree matters of urgency being discussed by reason of special circumstances.

In this case the special circumstances were that the information, which was not available at the time of the agenda going to print, was required to be considered at the present meeting in order to meet statutory requirements.)

227. ENFORCEMENT POLICY

Members were asked to approve and adopt a Corporate Enforcement Policy which complied with Sections 63 and 64 of the Regulatory Enforcement and Sanctions Act 2008.

RECOMMENDED that

- 1) **the draft Enforcement Policy, attached as Appendix 1 to the report, be adopted; and**
- 2) **it replace the Prosecution Policy adopted by the Council on 13 August 2007.**

228. REDDITCH CHILDREN & YOUNG PEOPLE'S ACTION PLAN

Members considered an Action Plan that identified the core activities required to support the Worcestershire Children and Young People's Plan and deliver change in Redditch. Officers reported that the Action Plan had been endorsed by the Children and Young People's Sub-Group of Redditch Local Strategic Partnership and would be monitored by that group who would provide regular updates to Executive Committee.

Members thanked Officers for their work and recognised the importance of the provision of opportunities for young people to enable them to reach their potential. They expressed concern that Worcestershire County Council had failed to produce an Action Plan for Redditch as had been previously agreed.

RECOMMENDED that

- 1) **the action plan for Redditch be endorsed and monitored through the Local Strategic Partnership work programme; and**

RESOLVED that

- 2) **a letter be sent to the Worcestershire County Council Cabinet Lead for Children's Services, with a copy to the Chief Executive, enclosing a copy of the action plan, expressing concern at the failure of the County Council to provide an action plan as previously agreed.**

229. EMPTY HOMES STRATEGY

Members considered an Empty Homes Strategy which would reduce the number of empty homes that might have a detrimental impact on the communities in which they are situated, and could potentially reduce the level of affordable housing in the Borough.

RECOMMENDED that

the Empty Homes Strategy, detailed in Appendix 1 of the report, be adopted.

230. INTERIM MANAGEMENT ORDERS

Officers introduced a report requesting the adoption of a Policy and Procedure for the operation of Interim Management Orders (IMO) together with necessary delegated powers. Members were informed that IMOs had a minimal impact in Redditch. However, adoption of the Policy and Procedure would bring the Council in line with other Local Authorities.

RECOMMENDED that

- 1) the Policy on using Interim Management Orders (IMO), detailed in Appendix 1 of the report, be adopted;**
- 2) the procedure, detailed in Appendix 2 of the report, be approved; and**
- 3) authority be delegated to the Head of Environment, in consultation with the Head of Strategy and Partnerships, to make Interim and Final Management Orders and to amend the adopted procedure, if required.**

231. SHARED SERVICES BOARD

Members received the minutes of the meeting of the Shared Services Board held on 26 January 2009. The Chief Executive confirmed that no lead Council had been identified when 'medium-term wins' were discussed. He clarified the process for appointing a Consultant to look at the wider business case.

RESOLVED that

- 1) the minutes of the meeting held on 26 January 2009 be noted; and**
- 2) Audit Services, IT Services, CCTV / Lifeline and Economic Development Services be pursued as the potential medium-term wins.**

232. CONSTITUTIONAL REVIEW WORKING PARTY

Members considered the recommendations of the Constitutional Review Working Party from their meetings on 22 January and 3 February 2009.

RESOLVED that

- 1) the notes of the meetings of the Constitutional Review Working Party held on 22 January and 3 February 2009 be received and noted; and

RECOMMENDED that**Constitution**

- 2) the target turnround for issue of Executive Committee Decision Notices be increased to 3 days;
- 3) Officers bring forward more detailed proposals for in-year changes of 'minor policy' for Member's consideration;
- 4) Officers be requested to review the current Policy Framework to check that it is appropriate and up-to-date;
- 5) the O&S Committee be urged to seek closer links with the Executive Committee's / Council's corporate objectives;
- 6) the Constitution be amended to fix current practice that there will be an Opposition Chair of the Audit and Governance Committee;
- 7) no more than 1 Executive Committee representative be appointed to serve on the Audit and Governance Committee;
- 8) at the Council's Annual Meeting in 2009, a single Licensing 'parent Committee' be appointed to deal with all matters of personal, premises, taxi and other relevant licensing;
- 9) that Committee appoint appropriate Sub-Committees to deal with licensing obligations under the Licensing Act 2003 and Gambling Act 2006, all 'Taxi Licensing' and any other ad hoc licensing matters (such as licensing of incinerators and sex establishments);

Executive Committee

18 February 2009

-
- 10) the Independent Remuneration Panel be advised of (9) above to inform their current review of Members' allowances;

Standing Orders

- 11) the existing Standing Orders regarding time limits for speeches at Council be more closely applied at full Council meetings;
- 12) 'Prime Speakers' clearly identify themselves to the Mayor at full Council meetings, otherwise only 2 minutes will be permitted for general speeches; and then only 1 speech be normally permitted per Member;
- 13) Members be encouraged not to speak at full Council meetings unless to make constructive and non-repetitive contributions;
- 14) Leaders to be requested to take back a request to their Party Groups to do what they can within party processes to improve the conduct of full Council meetings;
- 15) Council business be normally expected to end no later than 10.00pm; after which time the meeting should stand adjourned unless, by majority vote, it is agreed that it should continue for any specified length of time;

Financial Regulations

- 16) in principle, budget-holding Officers should be permitted to vire within their own range of budget heads, and that virement only be reported to the Executive Committee when proposed between services, as long as policy remains unaffected and standards of service are not degraded;
- 17) the change recommended in (16) above be not implemented until such time as appropriate amendments to the Constitutional documents are drafted by Officers and subsequently approved by Council; this to include the setting of any necessary financial 'break points' for reports at various levels;
- 18) any underspend arising from monies received as a result of Bids be reported to Members, returned to the corporate centre and not be available for virement / other use;

-
- 19) **Officers establish a system of provision of monthly profiles of budgets at Service level for the Leader's information in order that variations might be monitored; and**
 - 20) **Officers be instructed to alert the relevant Portfolio Holder and the Corporate Management Portfolio Holder, if the development of any significant budgetary variations is noticed (+5% / -10%); and that these Members then determine whether Executive Committee consideration is required.**

233. OVERVIEW AND SCRUTINY COMMITTEE

Minutes of the meeting of the Overview and Scrutiny Committee held on 14 January 2009 were received.

The Committee noted an update by Councillor Anderson, as relevant Portfolio Holder, that a further recommendation regarding the use of the Room Upstairs at the Palace Theatre as a cinema, was now redundant as this facility already existed at the theatre.

RESOLVED that

- 1) **the minutes of the meeting of the Committee held on 14 January 2009 be received and noted; and**
- 2) **Officers be requested to publish a different walking trail within the Borough as a feature in each future edition of the civic newspaper.**

234. OVERVIEW AND SCRUTINY COMMITTEE REFERRAL - REVENUE BID FOR GRANTS OFFICER

The Committee received a report requesting consideration of a recommendation from the Overview and Scrutiny Committee on the subject of the Initial Estimates 2009/10. Discussion of the item took place when the General Fund Revenue and Capital Bids 2009/10 report was discussed earlier in the meeting (Minute 226 refers).

RESOLVED that

the request that the revenue bid for a Grants Officer post, as outlined in the recommendations of the Third Sector Task and Finish Group's final report, be upgraded from medium to high priority status in the General Fund Revenue Budgets and Capital Bids 2009/10 be not approved.

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(This report had been accepted as a matter of Urgent Business – not having met the publication deadline and was considered at the meeting as such, with the approval of the Chair, and in accordance with the Council’s constitutional rules and powers vested in the Chair by virtue of Section 100 (B) (4) (b) of the Local Government Act 1972 to agree matters of urgency being discussed by reason of special circumstances. In this case the special circumstances were that the information, which was not available at the time of the agenda going to print, was required to be considered at the present meeting as it related to Minute 226 above.)

235. **ADVISORY PANELS - UPDATE REPORT - MEMBER DEVELOPMENT**

A report was received updating Members on the work of the Executive Committee’s Advisory Panels, Working Groups, etc.

RESOLVED that

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

RECOMMENDED that

Member Development Steering Group

- 2) **the Council’s Member Development Programme, and the Council’s intention to gain West Midlands Local Government Association Charter Status, be supported by pooling £500 from every Member’s individual personal support budget into a corporate Member Development budget of £14,500.**

236. **ACTION MONITORING**

Members noted the current Action Monitoring sheet and that a number of actions had now been discharged and could be removed.

The Meeting commenced at 7.05 pm
and closed at 10.05 pm

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Chair

Executive Committee

23 February 2009

Minutes

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, M Chalk, A Clayton, J Cookson, D Enderby, A Fry, W Hartnett, N Hicks, D Hunt, R King, W King, W Norton, J Pearce, B Quinney, M Shurmer, D Smith, D Taylor and D Thomas

M Collins (Vice-Chair, Standards Committee)

Officers:

K Dicks, H Halls, S Hanley, T Kristunas, S Mullins and J Smith

Committee Services Officer:

I Westmore

239. APOLOGIES

There were no apologies for absence.

240. DECLARATIONS OF INTEREST

There were no declarations of interest.

241. FEES AND CHARGES 2009/10

This item was deferred until the meeting of the full Council on 9 March 2009.

242. COUNCIL TAX 2009/10

The Committee considered a comprehensive report on the setting of the Council Tax, so as to enable the Committee to recommend to Council the level of Council Tax for 2009/10.

Officers explained that the recommendation before Members was for an increase in the Borough Council's portion of the Council Tax

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Chair

of 4.5% which, when taken in conjunction with the increases proposed by the other precepting authorities, would translate to an average 3.49% increase for a Band D property compared to 2008/09. Members stated their wish to maintain good quality services to residents of the Borough and indicated that the proposed increase would ensure the continuation of this situation.

RECOMMENDED that

- 1) **the 2008/09 General Fund estimated outturn as set out in Part A of the report be approved;**
- 2) **the 2009/10 General Fund Revenue estimates as set out in Part A of the report be approved;**
- 3) **it be noted that at its meeting on the 19th of January 2009 Council calculated the following amounts for the year 2009/10 in accordance with regulations made under Section 33 (5) of the Local Government Finance Act 1992:**
 - a) **27,270.10**
Being the amount calculated by the Council, in accordance with regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992, as its Council Tax Base for the year;
 - b) **Feckenham Parish – 362.09**
being the amount calculated by the Council, in accordance with regulation 6 of the regulations, as the amount of its Council Tax Base for the year for dwellings in those parts of its area to which one or more special items relate;
- 4) **the following amounts be now calculated by the Council for the year 2009/10 in accordance with Sections 32 to 36 of the Local Government Finance Act 1992:**
 - a) **£47,609,423**
being the aggregate of the amounts which the Council estimates for the items set out in Section 32 (2) (a) to (e) of the Act.
(2009/10 Gross General Fund Expenditure)

Executive Committee

b) **£35,596,500**

being the aggregate of the amounts which the Council estimates for the items set out in Section 32 (3) (a) to (c) of the Act.

(2009/10 Gross General Fund Income)

c) **£12, 012,923**

being the amount by which the aggregate at 3 (a) above exceeds the aggregate at 3 (b) above, calculated by the Council in accordance with Section 32 (4) of the Act as its budget requirement for the year;

(2009/10 Net General Fund Expenditure)

d) **£6,439,578**

being the aggregate of the sums which the Council estimates will be payable for the year into its General Fund in respect of redistributed Non-domestic Rates, Revenue Support Grant or additional grant increased by the amount of the sums which the Council estimates will be transferred in the year from its Collection Fund to its General Fund in accordance with Section 97 (3) of the Local Government Finance Act 1988 (Council Tax Surplus) and increased by the amount of any sum which the Council estimates will be transferred from its Collection Fund to its General Fund pursuant to the Collection Fund (Community Charges) directions under Section 98 (4) of the Local Government Finance Act 1988 made on 7 February 1994 (Community Charge Surplus).

(RSG + NDR - Deficit on Collection Fund)

e) **£204.38**

being the amount at 4 (c) above less the amount at 4 (d) above, all divided by the amount at 3 (a) above, calculated by the Council, in accordance with Section 33 (1) of the Act, as the basic amount of Council Tax for the year;

(The average amount Band D properties pay for Redditch Borough Council services)

23 February 2009

Executive Committee

f) **£8,200**

being the aggregate amount of all special items referred to in Section 34 (1) of the Act;

(Feckenham Parish Precept)

g) **£204.08**

being the amount at 4 (e) above less the result given by dividing the amount at 4 (f) above by the amount at 3 (a) above, calculated by the Council, in accordance with Section 34 (2) of the Act, as the basic amount of Council Tax for dwellings in those parts of the area to which no special item relates.

(The amount Band D properties pay (except within the Parish of Feckenham) for Borough Council Services)

h) **£226.72**

being the amount given by adding to the amount at 4 (g) above, the amount of the special item relating to the Parish of Feckenham, divided by the amount in 3 (b) above, calculated by the Council, in accordance with Section 34 (3) of the Act, as the basic amount of its Council Tax for the year for dwellings in the Parish of Feckenham;

(The amount Band D properties pay within the Parish of Feckenham for Borough Council Services including the Parish Precept)

i)

Valuation Band	Proportion of Band D tax paid	Part of Council's area	
		Parish of Feckenham	All other parts of the Councils area
A	6/9	£151.15	£136.05
B	7/9	£176.34	£158.73
C	8/9	£201.53	£181.40
D	1	£226.72	£204.08

Executive Committee

23 February 2009

E	11/9	£277.10	£249.43
F	13/9	£327.49	£294.78
G	15/9	£377.87	£340.13
H	18/9	£453.44	£408.15

being the amounts given by multiplying the amounts at 4(g) and 4(h) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band, divided by the number which in that proportion is applicable to dwellings listed in Valuation Band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwelling listed in different valuation bands;

- 5) **it be noted that, for the year 2009/10, the Worcestershire County Council, the West Mercia Police Authority and the Hereford and Worcester Fire and Rescue Authority have stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:**

Valuation Band	Proportion of Band D tax paid	Precepting Authority		
		Worcestershire County Council	West Mercia Police Authority	H & W Fire & Rescue Authority
A	6/9	675.81	115.75	47.71
B	7/9	788.45	135.04	55.67
C	8/9	901.09	154.33	63.62
D	1	1,013.72	173.62	71.57
E	11/9	1,238.99	212.20	87.48
F	13/9	1,464.26	250.78	103.38
G	15/9	1,689.54	289.37	119.29
H	18/9	2,027.44	347.24	143.14

- 6) **having calculated the aggregate in each case of the amounts at 4 (l) and 5 above, the Council, in accordance with Section 30 (2) of the Local Government Finance Act**

Executive Committee

23 February 2009

1992, hereby sets the following amounts as the amounts of Council Tax for the year 2009/10 for each of the categories of dwellings shown below:

Valuation Band	Proportion of Band D tax paid	Part of Council's area	
		Parish of Feckenham	All other parts of the Council's area
A	6/9	£990.42	£975.32
B	7/9	£1,155.50	£1,137.89
C	8/9	£1,320.57	£1,300.44
D	1	£1,485.63	£1,462.99
E	11/9	£1,815.77	£1,788.10
F	13/9	£2,145.91	£2,113.20
G	15/9	£2,476.07	£2,438.33
H	18/9	£2,971.26	£2,925.97

- 7) the level of General Fund balances to be utilised in 2009/10 be £788,408;
- 8) the level of the Redditch Borough Council demand on the Collection Fund be £5,573,345.

The Meeting commenced at 7.30pm
and closed at 7.44pm.

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Chair

REGULATORY COMMITTEES

Audit & Governance Committee

21 January 2009

Minutes

Present:

Councillor Robin King (Chair), Councillor Bill Hartnett (Vice-Chair) and Councillors M Braley, C MacMillan and W Norton

Also Present:

Cllr P Anderson

Officers:

T Kristunas, S Mullins and B Haycock

Committee Officers:

D Sunman

32. APOLOGIES

There were no apologies for absence.

33. DECLARATIONS OF INTEREST

There were no declarations of interest.

34. MINUTES OF PREVIOUS MEETING

RESOLVED that

the minutes of the meeting held on 3 November 2009 be confirmed as a correct record and signed by the Chair.

35. ACTION SHEET

Members considered the actions arising from the previous meeting and confirmed that the purpose of the Action Sheet was to monitor progress rather than outcomes.

RESOLVED that

the Action Monitoring sheet be noted.

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 Chair

Audit & Governance

Committee

21 January 2009

36. SHARED SERVICES - FINANCIAL SUMMARY

The Committee was asked to consider the format of a financial summary statement detailing the costs and savings arising from the Shared Services agenda and to comment on what other information would be required. It was noted that the method of recording financial information at Bromsgrove was different to that operated at Redditch. Officers confirmed that figures prefixed by a minus sign should be read as expenses and not savings and confirmed that all costs had been included in the statement. Members discussed the role of the Committee in connection with Shared Services.

RESOLVED that

the template be approved with the following additions:

- 1) to include an explanation of the different accounting systems operated by each Authority;**
- 2) to include an explanation of the figures and the effect of changes; and**
- 3) to include projected savings over a longer period.**

37. RISK MANAGEMENT POLICY AND STRATEGY

Members were asked to consider the Draft Risk Management Policy and revised Risk Management Strategy, previously circulated. They were informed that further work was being carried out to provide a Risk Management Guidance Manual. It was reported that software is to be purchased to provide an electronic Corporate Risk Register, which would be widely accessible.

The Chair informed Members that a training session on Risk Management will be arranged immediately prior to the next meeting of the Audit and Governance Committee on 4 March 2009 starting at 6.00pm

RECOMMENDED that

the Risk Management Policy Strategy be approved with the following amendment:

- 1) that the Risk Management Policy (Appendix A, paragraph 3.5) read "Any variations and dispensations**

Audit & Governance

Committee

21 January 2009

from this policy will only be allowed with the approval of the Chief Executive/Council.”

and **RESOLVED** that

- 2) **all Members of the Council be invited to the Risk Management training session on 4 March 2009 at 6.00pm.**

38. INTERNAL AUDIT - AUDIT OUT-TURN STATEMENT FOR PERIOD 1 APRIL 2008 TO 30 SEPTEMBER 2008

The Committee received a half yearly report regarding the use of Internal Audit resources from 1st April 2008 to 30 September 2008 and the impact on the Annual Audit Plan 2008/09. The Internal Audit Manager reported that 137 days less than planned had been spent on service unit audits and therefore the target of 90%+ of programmed audit work in the year ending March 2009 was unlikely to be achieved. This would impact on the level of assurance that Internal Audit could give regarding the adequacy and effectiveness of the Council's system of internal controls. A significant number of unplanned, ad hoc investigations had been carried out during the same period.

RESOLVED that

- 1) **the report be noted; and**
- 2) **that a Risk Analysis for each planned audit be attached to the Annual Audit Plan for future years.**

39. INTERNAL AUDIT PROGRESS REPORT

Members received and commented on an update regarding audits completed by the Internal Audit Team since the previous progress report to the Committee.

In respect of the audit of the Gas Maintenance Contract it was noted that the service provided was above the national average.

RESOLVED that

the report be noted.

Audit & Governance

Committee

21 January 2009

40. INTERNAL AUDIT - MEMBER SUGGESTIONS OF AREAS FOR FUTURE AUDIT ACTIVITY

Members suggested that a further audit of ICT systems be carried out, which would include Business Continuity.

RESOLVED that

the suggestion be noted.

The Meeting commenced at 7.00 pm
and closed at 8.35 pm

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Chair

Planning Committee

6 January 2009

Minutes

Present:

Councillor Michael Chalk (Chair), Councillor David Smith (Vice-Chair) and Councillors D Enderby, R J Farooqui, J Field, W Hartnett, N Hicks and D Hunt.

Also Present:

Mr M Collins (Vice-Chair Standards Committee).

Officers:

R Bamford, N Chana, A Hussain, R Kindon and A Rutt.

Committee Services Officer:

J Smyth.

58. APOLOGIES

Apologies for absence were received on behalf of Councillors Boyd-Carpenter and R King.

59. DECLARATIONS OF INTEREST

There were no declarations of interest.

60. CONFIRMATION OF MINUTES

RESOLVED that

the minutes of the meetings of the Committee held on the 7 October, 4 November and 2 December 2008 be confirmed as correct records and signed by the Chair.

61. APPLICATIONS FOR PLANNING PERMISSION

The Committee considered and determined six Planning Applications as detailed in the subsequent minutes below.

Officers tabled an update report detailing any late responses to consultation, changed recommendations, further conditions and any

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Chair

additional Officer comments in relation to each application. This report was further updated orally at the meeting as appropriate to each application.

Public speaking was permitted, in accordance with the Council's agreed procedures, in relation to three of the applications being considered.

**62. PLANNING APPLICATION 2008/342 - 5 WILLOW WAY,
BATCHLEY**

Erection of a two storey detached dwelling and garage
Applicant: Abbey and Lyndon

RESOLVED that

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

- 1) the conditions and informatives as detailed in the report;
and**
- 2) negotiations being pursued to address issues relating to additional signage indicating a one-way road system opposite the application site and, should such negotiations be unsuccessful, the matter be brought back to Committee for further consideration.**

**63. PLANNING APPLICATION 2008/360/OUT - LAND ADJACENT
TO 1 FLADBURY CLOSE, WOODROW SOUTH**

Outline Residential Development
Applicant: Redditch Borough Council

Mr R Kindon, Agent for the Applicant, addressed the Committee under the Council's public speaking rules.

RESOLVED that

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

64. PLANNING APPLICATION 2008/361/OUT - LAND AT LINGEN CLOSE / MORDIFORD CLOSE, WINYATES

Outline Planning Application for residential development
Applicant: Redditch Borough Council

Mr R Kindon, Agent for the Applicant, addressed the Committee under the Council's public speaking rules.

RESOLVED that

having regard to the Development Plan and to all other material considerations, Planning Permission be REFUSED for the following reason:

“The proposed development would result in a loss of Incidental Open Space in a ward where there is already a recognised deficit of open space per 1000 population, and does not propose adequate mitigation for this loss. The loss of this amenity is considered to be detrimental to the residential amenity of the ward as a whole, and particularly residents in close proximity to the site, and as such is contrary to R2 of the Borough of Redditch Local Plan No. 3.”

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

65. PLANNING APPLICATION 2008/362/FUL - HOMEBASE, ABBEY RETAIL PARK

External alterations to building (currently Homebase),
internal works to create one additional unit
and modifications to car parking layout
Applicant: Essex County Council Pension Fund

RESOLVED that

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

66. PLANNING APPLICATION 2008/365/OUT - LAND BETWEEN SKILTS AVENUE AND LODGE POOL DRIVE, LODGE PARK

Outline Residential Development
Applicant: Redditch Borough Council

Mr Hewlett and Mr Kershaw, Objectors, and Mr R Kindon, Agent for the Applicant, addressed the Committee under the Council's public speaking rules.

RESOLVED that

having regard to the Development Plan and to all other material considerations, Planning Permission be REFUSED, for the following reasons:

- 1) **The proposed development would result in a loss of Primarily Open space in a ward where there is already a recognised deficit of open space per 1000 population, and does not propose adequate mitigation for this loss. The loss of this amenity is considered to be detrimental to the residential amenity of the ward as a whole, and particularly residents in close proximity to the site, and as such is contrary to Policy (1 of the Borough of Redditch Local Plan No.3.**
- 2) **The loss of public amenity space that would result from the proposed development is not considered to outweigh the wider benefits to the Borough and therefore the benefit to the community of the site would be lost without acceptable alternative. As such the proposal does not comply with the criteria of Policy R1 of the Borough of Redditch Local Plan No. 3.**

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

67. PLANNING APPLICATION 2008/370/FUL - 26 CRUMPFIELDS LANE, WEBHEATH

Conversion of flat roof to pitched roof, two storey side extension, sun room at the rear and dormer window to front of property
Applicant: Mr A Warby

RESOLVED that

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

The Meeting commenced at 7.00 pm
and closed at 9.21 pm

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CHAIR

Planning Committee

3 February 2009

Minutes

Present:

Councillor Michael Chalk (Chair), Councillor David Smith (Vice-Chair) and Councillors B Clayton (substituting for Councillor Boyd-Carpenter), D Enderby, J Field, W Hartnett, N Hicks, D Hunt and R King

Also Present:

Mr M Collins (Vice-Chair – Standards Committee)

Officers:

R Bamford, S Edden, A Hussain and A Rutt

Committee Services Officer:

J Smyth.

68. APOLOGIES

An apology for absence was received on behalf of Councillor Boyd-Carpenter.

69. DECLARATIONS OF INTEREST

There were no declarations of interest.

70. APPLICATIONS FOR PLANNING PERMISSION

The Committee considered and determined two Planning Applications as detailed in the subsequent minutes below. The applications were initially introduced and dealt with together. When, during the debate, issues emerged which triggered a divergence of views in respect of the retention of the temporary building, the two applications were dealt with separately.

Officers tabled an update report detailing any late responses to consultation, changed recommendations, further conditions and any additional Officer comments in relation to each application. This report was further updated orally at the meeting as appropriate to each application.

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Chair

Public speaking was permitted, in accordance with the Council's agreed procedures, in relation to both of the applications being considered.

71. PLANNING APPLICATION 2008/345/FUL - FECKENHAM C OF E FIRST SCHOOL, SCHOOL LANE, FECKENHAM

Re-siting of existing temporary classrooms and formation of new car park and access points

Applicant: Governors of Feckenham C of E First School

Mrs B Hartigan (Head Teacher and supporter) addressed the Committee under the Council's public speaking rules.

RESOLVED that

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

72. PLANNING APPLICATION 2008/395/FUL - FECKENHAM C OF E FIRST SCHOOL, SCHOOL LANE, FECKENHAM

Extensions to existing school and highway alterations to form new footpath

Applicant: Governors of Feckenham C of E First School

Mrs B Hartigan (Head Teacher and supporter) addressed the Committee under the Council's public speaking rules.

RESOLVED that

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

- “1. No disturbance of, or change to, the surface of the path or part thereof should be carried out without similar written consent (this includes laying concrete, tarmac or similar).**
- 2. There should be no diminution in the width of the right of way available for use by the public.**
- 3. Building materials must not be stored on the right of way.**

4. **Vehicle movements and parking should be arranged so as not to unreasonably interfere with the public's use of the right of way.**
5. **No additional barriers should be placed across the right of way.**
6. **The safety of the public using the right of way should be ensured at all times.**

73. INFORMATION REPORTS

The Committee received a number of items of information in relation to the outcomes of appeals against earlier Planning decisions, together with statistics relating to enforcement activity during the previous six months.

RESOLVED that

the various items of information be noted.

74. ENFORCEMENT OF PLANNING CONTROL

The Committee considered a request for authority to be delegated to Officers to deal with an escalating problem of unauthorised advertisements being displayed throughout the Borough, as detailed in the subsequent minute below.

75. ENFORCEMENT REPORT

The Display of Unauthorised Highway Advertisements

The Committee noted the need for Officers to be able to deal quickly and effectively with the ongoing and growing number of unauthorised advertisements being put up in the Borough.

This proposal was generally supported and Members noted the various fines that could be imposed if prosecutions were successful.

The description of 'banner advertisements' was broadened, to 'advertisement paraphernalia', to take account of a wider range of potential styles of advertisement. Members also noted that the nature of this proposal required the authority of the full Council.

RECOMMENDED that

- 1) **authority be delegated to the Head of Legal Services, in consultation with the Acting Head of Planning and Building Control, to take enforcement action, including**

Planning Committee

3 February 2009

the instigation of legal proceedings if necessary, in respect of breaches of Planning Control, namely the display of any advertisement paraphernalia, without the express consent of the Local Planning Authority; and

- 2) **such action comprise the instigation of Prosecution proceedings if deemed necessary.**

The Meeting commenced at 7.00 pm
and closed at 9.06 pm

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CHAIR