

minute book 3

Council

Monday 23rd July
2012
7.00 pm

Council Chamber
Town Hall
Redditch



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Council

11th June 2012

MINUTES

Present:

Councillor Alan Mason (Mayor), Councillor Wanda King (Deputy Mayor) and Councillors Joe Baker, Roger Bennett, Rebecca Blake, Andrew Brazier, David Bush, Michael Chalk, Simon Chalk, Greg Chance, Brandon Clayton, John Fisher, Andrew Fry, Carole Gandy, Adam Griffin, Bill Hartnett, Pattie Hill, Roger Hill, Gay Hopkins, Phil Mould, Brenda Quinney, Mark Shurmer, Yvonne Smith, Debbie Taylor, Derek Taylor and Pat Witherspoon

Also Present:

Reverend Steve Levitt, Mayor's celebrant.

Officers:

R Brown, K Dicks, C Felton, C Flanagan and S Hanley

Committee Services Officer:

I Westmore

22. WELCOME

The Mayor opened the meeting and welcomed all present.

23. APOLOGIES

Apologies for absence were received on behalf of Councillors Michael Braley, Juliet Brunner and Luke Stephens.

24. DECLARATIONS OF INTEREST

There were no declarations of interest.

25. MINUTES

The Leader of the Council advised the Council that, following the Annual Meeting, it had been decided that Councillor Alan Mason would be the Majority Group representative on the Town Centre Partnership, with the nominations of Councillors Rebecca Blake and Debbie Taylor to that body being withdrawn.

.....
Chair

RESOLVED that

the minutes of the Annual Meeting of the Council held on 21st May 2012 be confirmed as a correct record and signed by the Mayor.

26. ANNOUNCEMENTSa) Mayor

The Mayor's communications and announcements were as follows:

i) Former Mayor of the Borough, Ron Passingham

It was with great sadness that the Mayor advised the Council of the death over the previous weekend of former Councillor and Mayor of the Borough Ron Passingham. The Mayor paid tribute to former Councillor Passingham, noting that he had been a gentleman.

Understandably, given the very recent death of former Councillor Passingham, his family did not feel able to attend. Members of the Council were invited to offer up words they might wish to offer in memory of former Councillor Passingham and of his services to the Borough.

The Leader of the Council commenced the tributes to former Councillor Passingham, commenting that he had led a very full life, had been an active party member to the end and would be sadly missed by many people.

The Leader of the Minority Group then led other Members in expressing their thoughts on the character and achievements of former Councillor Passingham. It was suggested that his death was the end of an era, marking the passing of the last of the larger than life local political figures.

Members observed a minute's silence as a mark of respect and it was subsequently

RESOLVED that

the Council formally place on record its gratitude to former Councillor and Mayor of the Borough, Ron Passingham for his service to the Council and to the community.

ii) Mayoral functions

The Mayor advised that since the previous meeting of the Council he had attended numerous engagements, including a Charity Variety Performance at Arrow Vale High School, the Olympic Torch

Relay Evening at Worcestershire Cricket Club, a boat trip in Evesham with other Civic Heads, the recent Betty Passingham awards, a lunch engagement at Terryspring Court and the welcoming of the visitors from Auxerre.

iii) Forthcoming engagements

The Mayor advised that forthcoming events included the opening of a new arts and crafts centre at the Old Needle Works, the Homecoming Parade for the Mercian Regiment, the Fly the Flag Day at the Town Hall, the Armed Forces Day Parade, the Bromsgrove Civic Service, Astwood Bank Carnival and the Britain in Bloom Judging Day.

iv) Urgent business

The Mayor advised that he had not accepted any urgent items for this meeting. However, he had accepted late circulation of the minutes and accompanying report and decision from the meeting of the Executive Committee on 29th May 2012.

b) Chief Executive

The Chief Executive had no announcements.

c) Leader

The Leader's announcements were as follows:

i) Queen's Diamond Jubilee Celebrations

The Leader advised the Council of a number of a Jubilee events that had taken place the previous weekend in the town and thanked organisations such as the local branch of The Lions Club for their efforts in organising these festivities.

ii) EDL March

The Leader advised that he had written to the Chief Constable of the West Mercia Constabulary following the EDL March in late May to thank him and his officers for their assistance before and during this event. Other Members commented on and praised the dignified response of the local community to this event.

iii) Chief Inspector Angie Burnet

The Leader informed the Council of the recent retirement of Chief Inspector Angie Burnet after many years service with the West Mercia Constabulary.

iv) Halfords Tour Series Bike Race

The Leader was pleased to report the success of the Halfords Tour Series Bike Race that had taken place in the town the previous month. The town had received very good media coverage during the event and several thousand spectators had turned out to watch the race.

27. QUESTIONS ON NOTICE

No questions had been received.

28. MOTIONS ON NOTICE

A Notice of Motion had been submitted by Councillor Debbie Taylor in respect of the West Midlands Ambulance Trust "Make Ready" Strategy. This was seconded by Councillor Rebecca Blake.

In proposing this motion, Councillor Taylor highlighted what she saw as the potential risk of moving to one hub for Worcestershire, when the West Midlands Ambulance Service NHS Trust seemed to be suggesting that two Ambulance Hubs were desirable for the county and most other counties had one than a single Hub. There was a fear that this might represent the start of a slippery slope of services disappearing from the Alexandra Hospital, threatening the viability of the Hospital itself in the long term. Councillor Blake seconded the Motion, noting that the level of service was the key issue at stake and requesting that further consultation take place with local residents over the proposals. An amendment was discussed which, whilst supporting a second hub for north Worcestershire, did not believe it would necessarily best serve the area as a whole if it were sited in Redditch, and questioning the value of further public consultation on the matter. There was also some discussion as to how aware Members had been of these proposals when they had first been put forward by the Ambulance Service NHS Trust the previous year.

The Notice of Motion was the subject of the following named vote in accordance with Procedure Rule 17.5:

Members voting FOR the motion:

Councillors Joe Baker, Rebecca Blake, Greg Chance, John Fisher, Andrew Fry, Bill Hartnett, Pattie Hill, Wanda King, Alan Mason, Phil Mould, Mark Shurmer, Yvonne Smith, Debbie Taylor and Pat Witherspoon.

Members voting AGAINST the motion:

None.

Members abstaining from voting:

Councillors Roger Bennett, Andrew Brazier, David Bush, Michael Chalk, Simon Chalk, Brandon Clayton, Carole Gandy, Adam Griffin, Roger Hill, Gay Hopkins, Brenda Quinney and Derek Taylor.

It was consequently

RESOLVED that

the Motion be agreed in the following terms:

“Redditch Borough Council calls for:

1. West Midlands Ambulance Service NHS Trust to have a second Ambulance Hub in Worcestershire based in Redditch to serve Redditch and the North of the County. This council believes a second hub should be in Redditch given that we have a busy A&E at the Alex Hospital. It is worth noting that in the West Midlands Ambulance Service Operational Strategy it states in order to "sustain and improve" performance two hubs were required in Worcestershire.

2. West Midlands Ambulance Service NHS Trust to consult the people of Redditch before changing the ambulance service for Redditch.

Whilst the council recognises the need to effectively organise resources, the council is of the opinion that it's too big a risk for the people of Redditch to have ambulances that serve Redditch based at one hub in Worcester, with only one car dedicated to the Borough.”

29. EXECUTIVE COMMITTEE

Members received the minutes of the meeting of the Executive Committee held on 24th April and 29th May 2012.

RESOLVED that

- 1) the minutes of the meeting of the Executive Committee held on 24th April 2012 be received and all recommendations adopted; and**
- 2) the minutes of the meeting of the Executive Committee held on 29th May 2012 be received and all recommendations adopted.**

30. REGULATORY COMMITTEES

The Council received the minutes of recent meetings of the Audit and Governance and Planning Committees. There was one outstanding recommendation from the meeting of the Planning Committee on 25th April 2012

RESOLVED that

- 1) **the minutes of the meeting of the Audit and Governance Committee held on 23rd April 2012 be received and adopted; and**
- 2) **the minutes of the meetings of the Planning Committee held on 28th march and 25th April 2012 be received and all recommendations adopted.**

31. URGENT BUSINESS - RECORD OF DECISIONS

The Council considered an Urgent Business decision which had been approved in accordance with the Council's urgency procedures, namely:

Contaminated Land – Determination of a number of addresses as Contaminated Land under Part 2A of the Environmental Protection Act 1990 and approval of urgent remediation works
(Urgent Business Reference 497)

All decisions related to contaminated land are reserved for Full Council.

RESOLVED that

the decision be noted.

The Meeting commenced at 7.06 pm
and closed at 8.13 pm

.....
Chair



Executive Committee

26th June 2012

MINUTES

Present:

Councillor Bill Hartnett (Chair), Councillor Greg Chance (Vice-Chair) and Councillors Rebecca Blake, Michael Braley, Carole Gandy, Phil Mould, Mark Shurmer, Luke Stephens and Debbie Taylor

Also Present:

Councillors Andrew Brazier, Juliet Brunner, David Bush and Yvonne Smith

Officers:

M Craggs, K Dicks, C Flanagan, J Godwin, J Pickering, D Poole and A de Warr

Committee Services Officer:

I Westmore

12. APOLOGIES

There were no apologies for absence.

13. DECLARATIONS OF INTEREST

There were no declarations of interest.

14. LEADER'S ANNOUNCEMENTS

The Leader advised that the following items of business, scheduled on the Forward Plan to be dealt with at this meeting, had been rescheduled to later meetings of the Committee:

- Pay and Display Car Parks – Town Hall and Trescott Road;
- Co-location of the One Stop Shop at Woodrow Library; and
- Polling Stations – Mini-Review 2012.

.....
Chair

15. MINUTES**RESOLVED that**

the minutes of the meeting of the Executive Committee held on 29th May 2012 be confirmed as a correct record and signed by the Chair, subject to it being clarified, in respect of the preamble to Minute 6 (RBC Response to Stratford-on-Avon Draft Core Strategy) that the Council did not support development of the Green Belt between Redditch and Studley.

16. PROMOTING SPORTING PARTICIPATION REVIEW

Councillor Luke Stephens presented the final report of the Promoting Sporting Participation Task and Finish Group, a Group of which he had been the Chair.

The Committee was informed that the forthcoming London Olympics had been the original stimulus for this review but the focus had subsequently shifted as the time constraints were recognised and in the light of Members' growing understanding of the breadth of sporting facilities within the Borough. The recommendations were then outlined and the reasoning behind them explained.

With respect to the proposal for an independent website, it was suggested that a more casual customer experience without Council branding would prove more successful at attracting potential users of the sporting opportunities available. The installation of facilities to allow for informal games within parks and green spaces was designed to allow people to make use of them in a way and at times that suited them. With regard to the fourth recommendation, it was noted that the Council was already making efforts to promote sports and mention was made of a very successful event in recent weeks. The proposed link with NEW College through opportunities for its students was seen as providing benefits to both organisations.

Members were generally very positive about the report and the recommendations that had come forward as a result of the work that had been carried out.

There was some concern that the consultation with local residents had been inadequate, with most of the discussions which informed the recommendations being undertaken with local organisations. Councillor Stephens acknowledged that this had been a shortcoming and referred to the perennial difficulty in garnering responses to consultation from residents.

It was also suggested that, although the proposed web developments might help to attract more interest from younger people, there was also the need to deal with the demand for sporting and leisure opportunities from older people who were generally less likely to use social media or the Web. Furthermore, it was suggested that the challenge in maintaining a further independent website using existing resources was not to be underestimated.

Officers reported that the Leisure and Cultural Services Website was being restructured at present to make it leaner and more user friendly and that Twitter and Facebook were also being investigated as means of promoting the sporting opportunities available. It was also reported that the Local Strategic Partnership was looking at the national Change 4 Life initiative at present. Officers were able to confirm that money had been identified primarily through earmarked reserves that would allow for the installation of the equipment detailed in recommendation 3.

The Committee agreed that there was more work to be carried out in terms of further consultation with local residents and around the location and funding of sports / games equipment but it was

RESOLVED that

- 1) a new independent website be created to promote sport and leisure in Redditch, be maintained and updated on a constant basis, and possess its own domain name to give it its own distinct identity;**
- 2) Officers undertake a review into the possibility of creating new branding for Redditch Sports and Leisure to help compliment the new independent website; and that the Council create a competition for local students to design the new branding;**
- 3) the Council look to maximise the benefits of parks and green spaces in Redditch by introducing more informal games areas and additional equipment to help increase sporting participation and physical activity in the local area;**
- 4) the Council gives it full support to the introduction of new events to promote sport and physical recreation, individual sports clubs and increased sporting participation in Redditch; and**

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

17. REVISION OF THE MEDIUM TERM FINANCIAL PLAN 2012/13 - 2014/15

Members received a report which set out the proposed revisions to the Medium Term Financial Plan following the change in administration in May.

The Medium Term Financial Plan had been agreed in February and Members had requested that Officers assess the funding implications of a number of changes to the budget as currently approved. The services to be considered for funding included the provision of free swimming for under 16s and over 60s, pre-9.30 concessionary bus travel and the creation of an additional apprentice position.

There were a number of savings that were proposed to provide the funding required for the additional expenditure, including a reduction in the Council's consultancy budget, the switch of Redditch Matters from a printed to an online publication, removal of the budget for a leisure options appraisal, a reduction of the Council's advertising budget and the reduction of budgets for a number of capital schemes.

The Council's Overview and Scrutiny Committee had considered the revision of the Medium Term Financial Plan at two meetings on 19th and 25th June 2012 and its comments and recommendations were reported to the Executive for Members' consideration. The Overview and Scrutiny Committee had concerns in particular over the reduction in the funding for capital repairs to public buildings and proposed that further time be allocated to developing a comprehensive financial statement on the revisions to the Medium Term Financial Plan. In response to a query as to why the Chair of the Overview and Scrutiny Committee might not address the Committee, the Chair explained that, although it was common practice for Overview and Scrutiny members to present Task and Finish reports, they had not ordinarily been invited to present recommendations arising from pre-scrutiny of Executive reports.

Clarification was sought on the exact terms of the apprenticeship being proposed, the nature of work and training to be undertaken and the level of remuneration offered. It was explained that the apprenticeship would be similar in nature and in terms of remuneration to those currently offered and the work, although including PAT testing, would encompass a wider range of functions.

The benefits of re-introducing free swimming for under 16s and over 60s were also discussed. The concern was expressed that the measure may simply lead to those who already swam swimming more frequently. However, against this, it was noted that attendances at the Council's pools had increased significantly following the previous introduction of free swimming.

The reasons for the introduction of pre-9.30 concessionary travel were the subject of some debate, with the need for the Council to make use of its General Power of Competence in this regard being noted, the Council not being a statutory provider of discretionary travel. It was also noted that the introduction of this scheme was subject to the conclusion of negotiations with the County Council and the bus companies. It was hoped that the increase in subsidy for buses locally might improve the likelihood of greater service provision to the Alexandra Hospital.

The Committee did not support the recommendations of the Overview and Scrutiny Committee and it was consequently

RECOMMENDED that

- 1) **the revisions to the Medium Term Financial Plan be approved together with the required virements as detailed at 3.7.2;**
- 2) **the scheme identified at 3.7.1 be reduced to £200k and this be amended within the Council's Capital Programme 2012/13;**
- 3) **£67k be returned to balances in 2012/13;**
- 4) **approval to use the General Power of Competence be granted to enable the service to be provided; and**

RESOLVED that

- 5) **Officers continue to work with colleagues and external partners to ensure the proposed service changes can be implemented as soon as practicable.**

18. INCOME MANAGEMENT AND PAYMENT CARD INDUSTRY COMPLIANCE

Members received a report which set out proposals to upgrade or replace the current income management system in order to ensure that the system used by the Council was PCI PA-DSS compliant. It was noted that a failure to demonstrate compliance could result in a

fine for the Council or the withdrawal of the facility to accept card payments.

Give that local authorities across the country were having to comply within the same timescales, Members were keen to ensure that the opportunities available for joint procurement be fully explored.

RECOMMENDED that

- 1) **prudential borrowing of up to £35k (revenue impact £3.6k p.a.) and additional maintenance costs of £5k to be met from revenue balances, be approved for the upgrade/replacement for the Northgate PARIS system in order to achieve compliance with the PCI PA-DSS standards; and**
- 2) **a joint procurement exercise be undertaken with Bromsgrove District Council and the invitation to participate be extended to other authorities in the County.**

19. FINANCIAL RESERVES STATEMENT - 2011/12

Members were advised of the earmarked reserves for the year ending 2011/12 and their approval sought for various movements in reserves.

It was noted at the outset that the reserves had increased significantly in recent years but that a number of items included on the statement were present through requirements of the accounting system.

It was noted that donations to Forge Mill Museum were recorded amongst the reserves and assurances were sought that this money would not be diverted to other purposes. Officers undertook to check that the money was earmarked for specific purposes at the Museum and that there was no intention to return the funds to balances.

RECOMMENDED that

- 1) **the movement in reserves as detailed in Appendix 1 to the report be approved;**
- 2) **additional General Fund Reserves of £490K be approved;**
- 3) **the use of General Fund Reserves of £498K be approved;**

4) additional HRA Reserves of £10K be approved; and

RESOLVED that;

5) **Heads of Service be requested to undertake a review of the earmarked reserves within their service areas and provide a report, including a justification for the maintenance of these reserves, for submission to the Committee alongside the budget monitoring report for the second quarter of the 2012/13 financial year.**

20. CORPORATE PERFORMANCE REPORT - QUARTER 4, PERIOD ENDING 31ST MARCH 2012

The Committee considered a report which provided it with an opportunity to review the Council's performance for quarter 4 of the 2011/12 financial year.

It was noted that the majority of the 18 indicators which were now monitored had improved in comparison to the same period the previous year. Set against this generally positive picture, it was noted that there were two areas of relative concern, including the number of invoices paid by the Council within 30 days of receipt.

Officers conceded that this was an area that was proving stubbornly difficult to improve, although it was also noted that over 90% of invoices continued to be paid within the 30 day window. Officers suggested that they might commence weekly updates to management team meetings in order to establish whether there were any particular services that were struggling to achieve this target.

With respect to the processing of planning applications, it was noted that there was at present transformation work being undertaken to achieve a greater focus on quality rather than quantity and to avoid the creation of bottlenecks in the process.

RESOLVED that

the update on key performance indicators for the period ending 31st March 2012 be noted.

21. MAKING EXPERIENCES COUNT - QUARTERLY CUSTOMER SERVICES REPORT

A report was received which set out the key information in respect of customer service for the fourth quarter of 2011/12.

It was noted that the numbers of complaints received by the Council was remaining relatively static, but that staff were being encouraged to record complaints in order to drive forward service delivery. The trends that were emerging from the data was that many of the problems that occurred were ones of communication rather than service failure. It was also noted that, whilst there were targets for dealing with complaints, the focus was very much on getting matters resolved the first time. Failure demand seemed to be reducing across the authority and new measures were being employed to gauge customer satisfaction such as a customer call-back scheme.

With respect to the timescales within which complaints were to be responded to it was suggested that more information might be provided as to the actual time it was taking to respond rather than simply recording how many responses met the target time.

RESOLVED that

the update for the period 1st January 2012 – 31st March 2012 be noted.

22. SICKNESS ABSENCE PERFORMANCE AND HEALTH FOR PERIOD ENDING 31ST MARCH 2012

Members received a report which set out the Council's performance for the last quarter of 2011/12 in relation to sickness absence. It was noted that the data had been presented in a different manner to previous reports.

There was a significant increase in the number of days lost to sickness absence in the last quarter of 2011/12. The numbers of days lost to long-term sickness absence was noted as was the significant increase in rates of sickness absence in certain service areas.

Officers reported that the Council had recently been able to take advantage of a countywide Employee Assistance Scheme at minimal cost which, it was hoped, would help to support the other proactive measures that the authority was taking to manage sickness absence.

RESOLVED that

- 1) **the new report format be agreed as an improved way of presenting the data; and**
- 2) **the data relating to the last quarter / full year end be noted.**

23. QUARTERLY MONITORING - WRITE OFF OF DEBTS - QUARTER 4 - JANUARY TO MARCH 2012

Members considered a report which detailed the action taken by Officers with respect to the write-off of debts during 2011/12 and the profile and level of the outstanding debt.

RESOLVED that

the contents of the report be noted.

24. OVERVIEW AND SCRUTINY COMMITTEE

Members received the minutes of the meeting of the Overview and Scrutiny Committee held on 31st May 2012.

RESOLVED that

the minutes of the meeting of the Overview and Scrutiny Committee held on 31st May 2012 be received and noted.

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

There were no minutes or referrals to consider under this item.

26. ADVISORY PANELS - UPDATE REPORT

The most recent report on the activity of the Council's Advisory Panels and similar bodies was received by the Committee. It was noted that a meeting of the Member Support Steering Group had been arranged for 16th July and that the most recent meeting of the Economic Advisory Panel on 18th June had been cancelled.

27. ACTION MONITORING

The latest Action Monitoring Report for the Committee was received and noted.

Executive
Committee

26th June 2012

The Meeting commenced at 7.00 pm
and closed at 9.01 pm

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Chair

Audit & Governance

Committee

Thursday, 28 June 2012

MINUTES

Present:

Councillor Derek Taylor (Chair), Councillor Roger Hill (Vice-Chair) and Councillors Joe Baker, Roger Bennett, John Fisher and Yvonne Smith

Also Present:

Officers:

T Kristunas, S Morgan, H Tiffney and D Parker-Jones

Committee Services Officer:

D Sunman

1. APOLOGIES

There were no apologies for absence.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES

Members were informed that the Audit Commission's Annual Fraud and Corruption Survey had been completed on time.

RESOLVED that

- 1) the minutes of the meeting of the Committee held on 23rd April 2012 would be confirmed as a correct record and would be signed by the previous Chair; and
- 2) the following reports be prepared for future meetings of the Committee:
 - South Worcestershire Council's initiative to counter fraud and the feasibility of implementing a similar scheme across the North Worcestershire authorities;

.....
Chair

Audit & Governance

Committee

28th June 2012

- **Departmental Risk Register – quarterly reports on sample of high risks;**
- **Feasibility of co-opting non elected members onto the Committee;**
- **An update report on the evidence and responses regarding the qualification letter received from the Audit Commission on the HRA Subsidy; and**
- **the completed submission to the Audit Commission’s Annual Fraud and Corruption Survey.**

4. AUDIT AND GOVERNANCE COMMITTEE - PROCEDURE RULES

Members considered the Audit & Governance Committee’s Procedure Rules for inclusion in the Council’s Constitution.

Officers reported that these rules would be reviewed annually to ensure that an effective Audit & Governance Committee function would be delivered together with supporting good governance arrangements across the Council.

Members considered that an additional meeting of the Committee, in the form of a Member Development session, would be desirable to brief Members on the annual Statement of Accounts and that the session be open to all members of the Council.

RECOMMENDED that

- 1) the Audit & Governance Committee’s Procedure Rules be approved for inclusion in the Council’s Constitution; and**
- 2) an additional meeting of the Committee be arranged as outlined in the preamble above.**

5. ANNUAL GOVERNANCE STATEMENT 2011/12

The Committee received a report which sought approval of the Annual Governance Statement (AGS) for inclusion of the Statement of Accounts 2011/12.

Officers reported that the AGS provides a historical picture of the previous year’s performance and plans for the following year.

Audit & Governance

Committee

28th June 2012

Members noted that the Appendix to the report referred to a number of actions to be taken to improve governance arrangements as outlined in the Annual Audit letter.

RESOLVED that

the Annual Governance Statement be approved for inclusion in the Statement of Accounts 2011/12.

6. ACCOUNTING STANDARDS

The Committee considered a report which sought approval for the Accounting Standards that would be used in preparation of the Financial Statements for the 2011/12 Accounts. Officers reported that these complied with CIPFA guidance.

Members were informed that an additional standard had been added relating to Heritage Assets and work has been done across the Council to identify those assets held for this purpose.

RESOLVED that

the Accounting Standards be approved.

7. INTERNAL AUDIT - ANNUAL REPORT 2011/12

The Committee received the Internal Audit Annual Report for 2011/12.

Members asked for clarification on lower than expected productivity of 60% against a target of 63% as outlined in Appendix 1 of the report.

Officers reported that this reflected a level of audits agreed by partners at the beginning of the year to meet Key Performance Indicators. However, these had been reviewed and changed for the current financial year but the Audit Annual Report had been compiled using the original targets

Members expressed concern that a number of Statements of Internal Control had not been returned by Managers by the deadline of 30th March 2012. Officers were requested to give an update to the next meeting of the Committee on the outstanding statements.

Officers were asked to provide Members with the annual cost to the Council of the Worcestershire Internal Audit Shared Service.

Audit & Governance

Committee

28th June 2012

RESOLVED that

the report be noted.

8. INTERNAL AUDIT - MONITORING REPORT 2012/13

Members considered the Internal Audit Monitoring Report for the period 1st April 2012 to 28th May 2012.

Officers reported that the following audit reports had been issued since their report to this Committee on 23rd April 2012 and levels of assurance were as follows:

Audit	Assurance Level
Sundry Debtors (including former tenant arrears)	Significant
Creditors	Significant
Bank Reconciliations	Significant
Procurement	Moderate
Renovation Grants - Festival Housing Contract	Significant

Members were informed that the scope of an audit was set following discussions between Internal Audit and Service Managers and then approved by the Section 151 Officer. These were Value For Money (VFM) Audits rather than control based audits.

In reply to a Member's query Officers confirmed that there were no year on year comparisons as each year the area of a service audited might be different. An example of this could be that Year 1 might look at Invoices and Year 2 Debt Collection of the Sundry Debtors system.

RESOLVED that

the report be noted.

(During consideration of this item Members discussed matters that necessitated the disclosure of exempt information. It was therefore agreed to exclude the press and public prior to any debate on Appendix 3 to the report on the grounds that information would be revealed relating to the prevention, investigation or prosecution of crime. However, there is nothing exempt in this record of the proceedings.)

Audit & Governance

Committee

28th June 2012

9. AUDIT & GOVERNANCE COMMITTEE - WORK PROGRAMME

Members received an update on the work programme for meetings in 2012/13.

RESOLVED that

the programme be noted and amended by Officers.

10. EXCLUSION OF THE PUBLIC

RESOLVED that

under S.100 I of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, the public be excluded from the meeting for the following matter on the grounds that it involves the likely disclosure of exempt information as defined in the relevant paragraph 7 of Part 1 of Schedule 12 (A) of the said Act, as amended:

- **Internal Audit - Monitoring Report 2011/12 (As detailed in Minute 8 above)**

The Meeting commenced at 7.05 pm
and closed at 8.30 pm

.....
Chair



Planning Committee

20th June 2012

MINUTES

Present:

Councillor Andrew Fry (Chair), Councillor Joe Baker (Vice-Chair) and Councillors David Bush (substituting for Councillor Brandon Clayton), Michael Chalk, Bill Hartnett, Roger Hill, Wanda King and Yvonne Smith

Officers:

S Edden, A Hussain and A Rutt

Committee Services Officer:

I Westmore

1. APOLOGIES

Apologies for absence were received on behalf of Councillors Brandon Clayton and Brenda Quinney.

2. DECLARATIONS OF INTEREST

There were no declarations of personal or prejudicial interest, although Councillor Andy Fry informed the meeting of minor 'interests' in relation to Planning Application 2012/107/COU (Former Astwood Bank Post Office, 1248 Evesham Road, Astwood Bank), as detailed separately at Minute 5 below, Planning Application 2012/110/COU (Continental Club, 118 Oakly Road, Redditch), as detailed separately at Minute 6 below and Planning Application 2012/118/COU (66-70 Unicorn Hill, Redditch), as detailed separately at Minute 7 below.

3. CONFIRMATION OF MINUTES

RESOLVED that

the minutes of the meeting of the Planning Committee held on 25th April 2012 be confirmed as a correct record and signed by the Chair.

.....
Chair

4. PLANNING APPLICATION 2012/076/FUL - 1129 EVESHAM ROAD, ASTWOOD BANK

Creation of a single storey extension between house and detached garage to the front of the property

RESOLVED that

having regard to the Development Plan and to all other material considerations, planning permission be GRANTED subject to the conditions and informatives summarised in the report.

5. PLANNING APPLICATION 2012/107/COU - FORMER ASTWOOD BANK POST OFFICE, 1248 EVESHAM ROAD, ASTWOOD BANK

Change of use from Post Office (Class A1) to restaurant/café/hot food takeaway (Class A3 / A5)

Applicant: Mr A Goldrick

Mr A Goldrick, 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 A3/A5 use including the potential loss of a preferred A1 use would materially impact upon, and undermine the retail and community function of the Astwood Bank District Centre, to the detriment of its vitality and viability. As such, the proposed development would be contrary to the aims and objectives of Policy E(TCR).9 and Policy E(TCR).12 of the Borough of Redditch Local Plan No.3, and Policy 20 of the Preferred Draft Core Strategy.

(Councillor Andy Fry informed the meeting that he was familiar with the applicant's family as they had been constituents of his for a number of years, but it was clarified that this did not constitute a personal interest.)

6. PLANNING APPLICATION 2012/110/COU - CONTINENTAL CLUB, 118 OAKLY ROAD, REDDITCH

Change of use of Private Members' Club to drinking establishment (Use Class A4)

Applicant: Mr B Cioch

Mr K Greda and Ms E Siwak, supporters, 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 not be compatible with this primarily residential area in that it is likely to result in an increased intensification of use leading to the severe detriment of existing residential amenity and to the character of this residential area. As such, the development would be contrary to Policy E(TCR).12 of the Borough of Redditch Local Plan No.3.

(Councillor Andy Fry informed the meeting that a relative of his wife patronised the Continental Club, but it was clarified that this did not constitute a personal interest.

The Chair requested that Council Officers speak to the applicant following the meeting in connection with this application, and a licensing application which was also ongoing, to ascertain what the applicant was attempting to achieve in respect of both planning and licensing processes and what permissions, if any, might be required.)

7. PLANNING APPLICATION 2012/118/COU - 66 - 70 UNICORN HILL, REDDITCH

Change of use of part 1st floor storage area to seating area to serve restaurant (Shahi Palace)

Applicant: Mr A Miah

RESOLVED that

having regard to the development plan and to all other material consideration, planning permission be GRANTED, subject to the conditions and informatives summarised in the report.

(Councillor Andy Fry informed the meeting that he had patronised the Shahi Palace restaurant, but it was clarified that this did not constitute a personal interest.)

8. PLANNING APPLICATION 2012/121/FUL - 25 UNDERWOOD CLOSE, CALLOW HILL

First floor extension over existing dining room

Applicant: Mr D Morgan

RESOLVED that

having regard to the development plan and to all other material considerations, planning permission be GRANTED subject to the conditions and informatives as summarised in the report.

9. PLANNING COMMITTEE PROCEDURE RULES - MUNICIPAL YEAR 2012/13

Members received the Planning Committee Procedure Rules, as submitted to and agreed by the meeting of the Council on 21st May 2012, for their information.

RESOLVED that

the Planning Committee Procedure Rules be noted.

The Meeting commenced at 7.05 pm
and closed at 7.42 pm

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Chair