

additional papers 1

# Executive Committee

Tuesday, 12<sup>th</sup> February  
2013  
7.00 pm

Committee Room 2  
Town Hall  
Redditch



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

# Access to Information - Your Rights

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

Your main rights are set out below:-

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

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

**Town Hall, Walter Stranz Square, Redditch, B98 8AH  
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e.mail: [ivor.westmore@bromsgroveandredditch.gov.uk](mailto:ivor.westmore@bromsgroveandredditch.gov.uk)**

# Welcome to today's meeting.

## Guidance for the Public

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### **Agenda Papers**

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

### **Chair**

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

### **Running Order**

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

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

### **Decisions**

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

### **Members of the Public**

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

### **Special Arrangements**

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

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

### **Further Information**

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

### **Fire/ Emergency instructions**

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

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

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

**Do Not use lifts.**

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

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





# Executive

## Committee

12<sup>th</sup> February 2013

7.00 pm

Committee Room 2 Town Hall

**9. Fees and Charges  
2013/14**

(Pages 137 - 138)

Head of Finance and  
Resources

To consider the proposed fees and charges for 2013/14 for the Council's chargeable services – recommendations from the Overview and Scrutiny Committee on 5<sup>th</sup> February 2013.

(Minute extract from the meeting of the Overview and Scrutiny Committee attached)

**(All Wards)**





# Overview and Scrutiny Committee

5<sup>th</sup> February 2013

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## MINUTES

### Present:

Councillor Juliet Brunner (Chair), Councillor Simon Chalk (Vice-Chair) and Councillors Andrew Brazier, David Bush, Andrew Fry, Pattie Hill and Pat Witherspoon

### Also Present:

Councillor Brenda Quinney

### Officers:

L Berry, R Cooke, C Felton, T Kristunas, J Pickering, S Singleton, J Staniland, and D Wheeler

### Democratic Services Officers:

J Bayley and M Craggs

## MINUTE 138

### FEES AND CHARGES 2013/14

The Committee received a report which outlined the proposed fees and charges for 2013/14 for the Council's chargeable services.

Members returned a number of comments regarding the proposed charges within Leisure and Cultural Services. In particular, it was suggested that more could be done to encourage families to visit Council owned gymnasiums. To address this it was agreed that this suggestion should be referred to the Portfolio Holder for Leisure and Tourism.

Upon it being suggested that charges for swimming and badminton appeared excessive, Officers explained that the charges were comparable with fees levied by other local authorities, and that income generation was essential to sustain existing services, including free swimming sessions for over 60 and under 16 year olds. Officers also mentioned that the concessionary charge allows residents, such as those on low incomes, to access swimming lessons at a lower rate which is cheaper than any rates charged by other local providers.

# **Overview and Scrutiny Committee**

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5<sup>th</sup> February 2013

Officers clarified that each promotion and performance split at the Palace Theatre was agreed on an individual basis. This was common industry practice and was proving to be far more beneficial to the Council than the earlier practice of guaranteeing artists a set fee.

Regarding charges under Regulatory Services, Officers agreed to provide clarification on why the fees listed for gambling act permits and gaming machine permits had not changed since the previous year.

Finally, it was suggested that there should be three price brackets for potential dwellings in relation to pre-application advice to help encourage small housing developments in the town. Officers agreed to take this suggestion into account as part of the Planning transformation process.

## **RECOMMENDED that**

**subject to the comments in the preamble, above, the fees and charges for 2013/14 as set out in Appendix A - H to the report be approved; other than in cases where:-**

- a) **fees or charges are statutory,**
- b) **fees and charges are set externally, or**
- c) **other Council- approved circumstances apply.**

The Meeting commenced at 7.00 pm  
and closed at 8.37 pm