

additional papers 1

Executive Committee

Wed 12 August
2009
7.00 pm

Committee Room 2
Town Hall
Redditch



www.redditchbc.gov.uk

Access to Information - Your Rights

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

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

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Welcome to today's meeting.

Guidance for the Public

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 the Ringway Car Park.

Declaration of Interests: Guidance for Councillors

DO I HAVE A "PERSONAL INTEREST" ?

- Where the item relates or is likely to affect your **registered interests** (what you have declared on the formal Register of Interests)

OR

- Where a decision in relation to the item might reasonably be regarded as affecting **your own** well-being or financial position, or that of your **family**, or your **close associates** more than most other people affected by the issue,

you have a personal interest.

WHAT MUST I DO? **Declare the existence, and nature, of your interest and stay**

- The declaration must relate to specific business being decided - a general scattergun approach is not needed
- **Exception** - where interest arises only because of your membership of another **public body**, there is no need to declare unless you **speak** on the matter.
- You **can vote** on the matter.

IS IT A "PREJUDICIAL INTEREST" ?

In general only if:-

- It is a personal interest **and**
- The item affects your **financial position** (or conveys other benefits), or the position of your **family, close associates** or bodies through which you have a **registered interest** (or relates to the exercise of **regulatory functions** in relation to these groups)

and

- A member of public, with knowledge of the relevant facts, would reasonably believe the interest was likely to **prejudice** your judgement of the public interest.

WHAT MUST I DO? **Declare and Withdraw**

BUT you may make representations to the meeting before withdrawing, **if** the public have similar rights (such as the right to speak at Planning Committee).



Executive Committee

12 August 2009

7.00 pm

Committee Room 2 Town Hall

Agenda

Membership:

Cllrs: C Gandy (Chair) W Hartnett
M Braley (Vice- N Hicks
Chair) C MacMillan
P Anderson M Shurmer
J Brunner
B Clayton

7. Church Hill District Centre - Redevelopment Update

(Pages 143 - 154)

Head of Legal, Democratic
and Property Services

To inform Members of the progress of this scheme to date and to request additional revenue funding to progress the scheme.

(Appendix A to this report is exempt in accordance with S. 100 I of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, as it contains information relating to the business affairs of the Council's tenants, disclosure of which is not considered to be in the public's best interest).

(Report to follow)

(Church Hill Ward)

12. Redditch Borough Council Establishment

(Pages 155 - 158)

Head of Financial
Revenues and Benefit
Services

To consider an update on the Council's current establishment and the incidence of vacant posts within individual Directorates.

(Report attached)

(No Direct Ward Relevance)

Executive Committee

Church Hill Ward

12 August 2009

CHURCH HILL DISTRICT CENTRE – REDEVELOPMENT UPDATE

(Report of the Head of Legal, Democratic and Property Services)

1. Summary of Proposals

To inform Members of the progress of this scheme to date and to request additional revenue funding to progress the scheme.

2. Recommendations

The Committee is asked to RESOLVE that

- 1) progress on the scheme be noted;
- 2) that the marketing testing planned to commence in October 2009 be noted; and

to RECOMMEND ONE OF THE FOLLOWING, that:

EITHER

- 3) additional revenue funding of £45,000 be approved to progress the scheme for the years 2009/10 and 2010/11.
OR
- 4) additional revenue funding of £23,550 be approved to progress the scheme for the year 2009/10 with a review following the Industry market testing day in October 2009, as the actual amount require for 2010/2011.
OR
- 5) additional revenue funding of £12,000 be approved to progress the scheme for the year 2009/10 up to and including the Industry market testing day in October 2009, with a further review.

3. Financial, Legal, Policy, Risk and Sustainability Implications

Financial

- 3.1 There are no direct financial implications arising from this report, other than the additional revenue spending requested.

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Legal

- 3.2 The Council is required to dispose of any interest in land including leases for the best consideration possible under Section 123 of the Local Government Act 1972.
- 3.3 Under section 17 of the Crime & Disorder Act 1998, the Council is under a duty to exercise its functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent, crime and disorder in its area. The redevelopment of Church Hill will help to address incidents of anti-social behaviour incidents in this location by designing out crime hot spots.
- 3.4 Appendix A to this report is exempt in accordance with S.100 I of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, as it contains information relating to the business affairs of the Council's tenants. For the Council to reveal provisional without prejudice negotiations at this stage may affect the Council's bargaining position with individual owners or tenants. It is therefore felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Policy

- 3.5 The current policy of this Council is to work up a scheme that achieves total redevelopment of the Church Hill Centre as approved by the Council in December 2006.

Risk

- 3.6 There are a number of risks associated with this scheme, if it cannot be made financially attractive to developers. However if marketing the scheme shows that it is not currently viable then the Council can always defer the project at that stage to avoid any additional spending.

Sustainability / Environmental

- 3.7 No sustainability / environmental implications have been identified.

Report

4. Background

5. Key Issues

The Committee is asked to note the progress with this scheme and the proposed marketing date, as further detailed in Appendix A.

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6. Other Implications

- Asset Management - The redevelopment is in accordance with the current Asset Management Plan and was appraised using good asset management practice guidelines.
- Community Safety - The redevelopment scheme will seek to reduce anti-social behaviour, and be built in accordance with the principle of 'Secure by Design.
- Human Resources - Continued staff time on this project with revenue consequences, with additional Officer time required in Legal Services.
- Social Exclusion - The proposal will encourage social inclusion, public participation and consultation has also achieved this.
- Sustainability - Environmental issues will be addressed at the formal planning stage.

7. Lessons Learnt

Marketing of the scheme has been delayed due to financial and property market fluctuations, these are outside the control of the Council, and could not, therefore have been predicted.

8. Background Papers

Papers held within Property Services, some of which are exempt (confidential).

9. Consultation

There has been consultation with relevant Officers in the preparation of this report

10. Author of Report

Any queries in respect of this report should be directed to Rob Kindon (Property Services Manager), who can be contacted on extension 3303 (e-mail: rob.kindon@redditchbc.gov.uk) for more information.

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11. Appendices

Appendix A – Land assembly update and revised
Project Plan and budget estimates
– Confidential Appendix

(Appendix A to this report is exempt in accordance with S. 100 I of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, as it contains information relating to the business affairs of the Council's tenants, disclosure of which is not considered to be in the public's best interests).

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

Executive Committee

No Direct Ward Relevance

12 August 2009

REDDITCH BOROUGH COUNCIL ESTABLISHMENT

(Report of the Head of Financial, Revenues and Benefits Services)

1. Summary of Proposals

To provide an update on the Council's establishment and the numbers of vacant posts currently in place.

2. Recommendations

**The Committee is asked to RESOLVE that
subject to any comments the report be noted.**

3. Financial, Legal, Policy, Risk and Sustainability Implications

Financial

3.1 There are no specific financial implications.

Legal

3.2 There are no specific legal implications.

Policy

3.3 There are no specific policy implications.

Risk

3.4 There is a risk to service delivery and performance if vacant posts remain unfilled for any significant period of time.

Sustainability / Environmental

3.5 There are no specific sustainability / environmental / climate change implications.

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12 August 2009

Report

4. Background

At the 11 June 2008 meeting of this Committee, Members requested a brief report be brought to alternate future meetings, outlining the current vacancies within the Authority's establishment.

5. Key Issues

A table has been included at Appendix 1 detailing all vacant posts as at 27 July 2009 not covered by temporary staff or other arrangements.

6. Other Implications

Asset Management - None.

Community Safety - None.

Human Resources - None.

Social Exclusion - None.

7. Lessons Learnt

None.

8. Background Papers

None.

9. Consultation

This report has been prepared in consultation with relevant Borough Council Officers.

10. Author of Report

The author of this report is Teresa Kristunas (Head of Financial, Revenues and Benefits Services), who can be contacted on extension 3295 (e-mail:teresa.kristunas@redditchbc.gov.uk) for more information.

11. Appendices

Appendix 1 – Table of Vacant Posts as at 27 July 2009.

Executive Committee

Appendix 1

12 August 2009

Vacant Posts as at 27 July 2009

Service Area	Job Title	Grade	Date Vacant
Housing Services	Tenancy Assistant	Sc3	01/05/2008
Housing Services	Welfare Benefits Officer	Sc6	09/06/2008
Note: all above posts currently out to advert.			
Transport	Senior Fitter	Sc6	New post
Note: post established as part of a service review.			
Dial-a-Ride	Dispatcher	Sc3	27/07/2009
Note: to be advertised			
Financial Services	Group Accountant	MO3	23/03/2008
Note: vacant pending service review.			
Economic Development (EDU)	Economic Development Manager	MO1	13/05/2007
Note: Budget partially being used to fund EDU Support Officer to provide other support within the service.			
Planning	Planning Officer and Assistant Posts	Sc5-MO1	Various
Note: Parts of four posts vacant due to officers working reduced hours and secondments.			
Landscaping/Countryside/Waste	Senior Waste Management Officer	Sc6-SO2	27/04/09
Note: Post vacated by new Climate Change Officer to be covered by other arrangements during period of secondment.			
Project Manager Landscape Improvements	Assistant Landscape Capital Projects	Sc5	13/04/2008
Note: This will be a saving to capital.			
Revenue Services	Senior Revenues Officer	SO1	23/03/2009
Note: partly covered by acting up arrangements. Post vacant pending review of services requirement following implementation of new software.			

