

additional papers 1

Overview and Scrutiny Committee

Tue 10 Sep
2013
7.00 pm

Committee Room Two
Town Hall
Redditch



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**J Bayley and M Craggs
Democratic Services Officers**

**Town Hall, Walter Stranz Square, Redditch, B98 8AH
Tel: Democratic Services Officers (01527) 64252 Ext: 3268 / 3267 Fax: (01527) 65216
e.mail: jess.bayley@bromsgroveandredditch.gov.uk /
michael.craggs@bromsgroveandredditch.gov.uk**

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.

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Overview and Scrutiny

Tuesday, 10th September, 2013

7.00 pm

Committee Room 2 Town Hall

Committee

Agenda

Membership:

Cllrs: David Bush (Chair) Carole Gandy
Gay Hopkins (Vice-Chair) Alan Mason
Andrew Brazier Yvonne Smith
Simon Chalk Pat Witherspoon
Andrew Fry

4. Land Ownership and Maintenance - Report

(Pages 1 - 8)

C Walker, Environmental Services Manager

To consider information about current work being undertaken by Redditch Borough Council in conjunction with Worcestershire County Council to identify local authority responsibility for areas of land and suitable maintenance arrangements.

(Report attached)

(No specific ward relevance)

8. Executive Committee Minutes and Scrutiny of the Executive Committee's Work Programme

(Pages 9 - 24)

To consider the minutes of the latest meeting(s) of the Executive Committee and also to consider whether any items on the Executive Committee's Work Programme are suitable for scrutiny.

(Minutes and Work Programme attached).

No specific ward relevance

**OVERVIEW AND SCRUTINY
COMMITTEE**

10th September 2013

**LAND MAINTENANCE: WORKING RELATIONSHIP BETWEEN REDDITCH
BOROUGH COUNCIL AND WORCESTERSHIRE COUNTY COUNCIL**

Relevant Portfolio Holder	Councillor Debbie Taylor, Portfolio Holder for the Local Environment
Portfolio Holder Consulted	
Relevant Head of Service	Guy Revans, Head of Environmental Services and Claire Felton, Head of Legal, Equalities and Democratic Services
Ward(s) Affected	N/A
Non-Key Decision	

1. SUMMARY OF PROPOSALS

- 1.1 This report details the outcomes of current discussions between Redditch Borough Council and Worcestershire County Council to clarify land ownership and maintenance arrangements.
- 1.2 As requested by Members further information is also provided about maintenance arrangements for land owned by absent private landlords.

2. RECOMMENDATIONS

The Committee is asked to RESOLVE that

the report be noted.

3. KEY ISSUES**Background**

- 3.1 During a meeting of the Overview and Scrutiny Committee on 2nd July 2013 Members discussed suitable items for inclusion on the Committee's Work Programme in 2013/14. The subject of ongoing work between Redditch Borough Council and Worcestershire County Council to clarify land ownership and maintenance arrangements in the Borough was raised during these discussions. Members agreed that a report outlining progress with this work should be provided for the Committee's consideration.
- 3.2 This report was further discussed at a meeting of the Committee on 13th August 2013. At this stage Members requested that the scope of the report be expanded to encompass information about maintenance arrangements for land owned by absent private landlords.
- 3.3 The Committee is asked to note that a separate report, concerning responsibility for maintenance of footpaths and pathways in the Borough, is due to be

**OVERVIEW AND SCRUTINY
COMMITTEE**10th September 2013

presented for Members' consideration on 5th November 2013. For this reason the subject of footpaths and pathways is not covered in this report.

Financial Implications

- 3.4 There is annual income payable by Worcestershire County Council (RBC) to Redditch Borough Council (RBC) for maintenance work carried out under the terms of a Service Level Agreement.
- 3.5 There is an annual income payable by WCC for works carried out under the terms of the Lengthsman Scheme in Redditch and Bromsgrove.
- 3.6 There is potentially additional future income based on the discussion to be held between Redditch Borough Council /Bromsgrove District Council Officers and Worcestershire County Council.
- 3.7 There have been and there are potentially further efficiencies /savings as a result of better working relationships.
- 3.8 There is a potential cost to the authorities for carrying out work on privately owned land.

Legal Implications

- 3.9 The Councils need to sign the new Service Level Agreement and Lengthsman Agreements.
- 3.10 In terms of the absent landlords and the maintenance of associated land assets there may be a requirement to exercise legal powers under the Local Government Miscellaneous Provisions Act 1976.

Service / Operational Implications**Redditch Borough Council and Worcestershire County Council land**

- 3.11 It is acknowledged that RBC as an authority needs to ensure that the services the Council provides meet customer needs and that those services are provided in an effective and efficient manner. To enable this it is vital that the Council does not work in isolation and Officers appreciate that partnership working has the potential to deliver services efficiently and in a co-ordinated fashion. This is particularly true of the Council's partnership with Worcestershire County Council as Redditch Borough Council currently manages the maintenance of their land assets across the Borough.
- 3.12 In the main the public will not draw a distinction between the local Borough Council and the County Council and so it is important for both authorities to ensure that what the Council aims to provide meets any legal obligations, health

**OVERVIEW AND SCRUTINY
COMMITTEE**10th September 2013

- and safety requirements and what is expected by the public in order to meet their needs.
- 3.13 Both authorities are very conscious of the demand placed on limited resources and the need to find better and more effective ways of using those resources. RBC already has a Service Level Agreement based working arrangement with WCC which now requires updating and formalisation. The Council is also aware of the need to ensure that regular dialogue takes place between relevant officers where services crossover.
- 3.14 There is already an excellent working relationship with the County Council as officers have previously worked closely together when the Highways partnership team was based in the Town Hall. Those relationships have continued to exist—particularly with the highway maintenance officers and the Senior Highways Liaison Engineer.
- 3.15 In order to advance the partnership working ethos regular meetings have been set up over the past twelve months between the County Council and RBC. These meetings set out to extend the existing relationships to the management teams which would enable open and honest discussion about how services are provided and what the Councils can do to help each other and make decisions at a strategic service delivery level.
- 3.16 The current regular meeting arrangements are between Environmental Services Officers (RBC/BDC) and the WCC Highways Maintenance Manager and the WCC Highways Maintenance Engineer. When appropriate other officers from both authorities are invited to attend to offer specialist advice or to set up other practical working arrangements.
- 3.17 RBC currently manages the maintenance of all the County land assets across the Borough which has historically been based on a relatively brief and limited detail Service Level Agreement. One of the main focuses of the meetings was to agree a new Service Level Agreement that gave more formality and structure to the partnership. This would enable both authorities to be clear on what is or is not intended by the agreement and to ensure that what was legally required of the highway authority, in terms of maintenance of the landscape adjacent to the physical highway, was sufficient.
- 3.18 The County Council also wish to extend the partnership working by entering into a Lengthsman Agreement with both RBC and BDC. The extent of the areas covered by the agreements is different for Redditch and Bromsgrove, however, the associated tasks are the same. In some cases (i.e. in a Parish Council), the agreement requires the appointment of a specific person to deal with the Lengthsman tasks, however, on this occasion the County Council accept that RBC and BDC can use this additional revenue to supplement existing services and resources and that Officers will incorporate them into general working patterns.

**OVERVIEW AND SCRUTINY
COMMITTEE**10th September 2013

- 3.19 RBC has an Adverse Weather policy that has been drafted based on detailed discussions with the County Council on how and where they will provide adverse weather services and has subsequently been formally agreed by Members. The resultant document is principally intended to cover those areas not within the County Council remit, however, it does include some areas that are. The reason for this is to enable the most effective way of providing a service as RBC has the resources available that can support WCC at times of highest need (i.e. snow clearance and gritting in the town centre), thereby allowing WCC to concentrate on other areas. Not only is this cost effective but it is a more effective way of using limited resources at times of very high demand. The County Council acknowledge the level of assistance that is given and in the true spirit of partnership working they subsequently provide RBC with grit supplies at a preferred price and will also deliver it as and when RBC needs it.
- 3.20 As a consequence of the recent and on-going discussions a new Service Level Agreement has been drafted which includes:-
- the legal agreement, its extent, terms and definition;
 - a detailed specification of all the landscape maintenance tasks that will be carried out by RBC on behalf of WCC on an annual basis;
 - details of the Lengthsman Scheme and the extent of the geographical areas covered in both Redditch and Bromsgrove; and
 - a copy of the RBC Adverse Weather policy.
- 3.21 In addition to the items mentioned in 3.20 we are investigating other ways of working collaboratively with the County Council , Bromsgrove District Housing Trust and other partners. This joined up working approach will potentially enable us to improve our service delivery by developing efficiencies in our working practices.
- 3.22 The County Council have a major undertaking in managing the highways works in a safe manner and have a framework contract arrangement for the provision of traffic management systems. As a result of the on-going partnership working arrangements RBC have been able to agree with the County Council that they will now act as RBC's external supplier using their framework contract. This means that RBC will not have to undertake a time consuming and costly tendering exercise and, RBC are only required to give the County Council proposed highway closure dates and they will undertake the necessary statutory notices on the Council's behalf as well as organising the physical placement of the traffic management system on the specified dates.
- 3.23 The first such arrangement was undertaken in July 2013 when the relevant personnel from the County Council/contractors met with RBC officers to discuss what RBC needed and how the Council normally programmes works. The County Council then made the necessary arrangements for their maintenance work to be carried out during the same traffic management closures. As a result

OVERVIEW AND SCRUTINY COMMITTEE

10th September 2013

RBC carried out all of the normal maintenance tasks and the County Council also carried out repairs to the safety barriers and lighting columns as well as repairing and power washing road signs and emptying the drainage gullies. Not only does this result in less inconvenience to the public, as there are less closures required thereby saving time and money, but the resultant cost saving to RBC was £6,500 for this closure. This demonstrates that via simply co-ordinating tasks there can be a cost saving for both authorities and less inconvenience to the public whilst ensuring all necessary maintenance tasks are carried out.

- 3.24 On the back of these successful arrangements RBC are also now using the expertise of the County Council, as the highway authority, to provide the Council with information and guidance on how RBC may be able to carry out small maintenance tasks (i.e. the grass cutting on certain traffic islands), without the need for full traffic management. RBC has drafted a proposed working methodology and an accompanying draft Risk Assessment which has been submitted to the County Council for consideration. It is hoped that if RBC can agree a safe method for such work the Council will be able to provide a more frequent level of service with no additional traffic management costs.
- 3.25 The County Council are currently undertaking a major project to construct a fully live and auditable GIS system of all their assets. Not only will this give an accurate record of their ownership but it will mean that every task associated with an individual asset will be recorded in the system. This information will then potentially be available to anyone with the required access privileges and more importantly it will all be captured within one system and is not reliant on the records of any individual officer or department. To enable an even better GIS system to be developed RBC has transferred a copy of the Council's GIS ownership details to the County Council. They will overlay this onto their system which will allow RBC to then carry out a gap analysis. This is being done at their cost and it is their intention, as this is a web based GIS database, to allow nominated RBC officers to have read only access. This means that not only would RBC be able to see all the Council's necessary ownership/maintenance details but also all those of the County Council at the same time. Ultimately the details of the Service Level Agreement the Lengthsman Scheme and the Adverse Weather Policy may also be added to the system.
- 3.26 One of the major advantages of such a system is that RBC will be able to find gaps within the maintenance programmes and establish responsibility. It may also allow RBC to work within the framework of a more effective and efficient partnership. An example of such an efficiency saving may be RBC identifying that a WCC grass cutting team travel several miles across the county to carry out work when RBC have similar teams already working nearby and vice versa. This could potentially save time, fuel, wear and tear on vehicles as well as allowing for the development of more consistent standards, better timing of operations and more synchronised work programmes. It is envisaged that this will result in better and more cost effective working practices for both authorities. This would involve informal working, possibly via a letter of agreement, as it is not intended that

**OVERVIEW AND SCRUTINY
COMMITTEE**10th September 2013

there would be any changes to legal ownership or any contractual or monetary obligation which the County have agreed to as a starting principle.

- 3.27 WCC currently use RBC as a model authority in terms of partnership working and cite RBC's practices and methods as examples of good practice when dealing with the other local authorities under their remit. They, and RBC, are keen not only to continue but to enhance those arrangements as we are aware that in the current climate priorities and therefore funding are critical and we will look to provide a better, cost effective service to all our customers.

Private Land

- 3.28 With regard to the issue of absent private landlords there are limited powers that the local authority can enforce. In the instance of there being a danger to the public the Council can, under the auspices of the Local Government Miscellaneous Provisions Act 1976, enter the land and carry out any necessary work to abate the danger. This is principally applicable to dangerous trees on private land. The Council may then try to establish ownership and potentially pursue the landowner for the recovery of all associated costs. If the issue is causing a hazard to or is impeding the highway then the details should be passed to the County Council as the highway authority who may take action under the powers afforded them by the Highways Act 1980. Due to the working arrangements specific to Redditch the Council may then be instructed and subsequently paid by the highway authority to carry out the necessary work and they will pursue reimbursement from the owner.

Local Government Miscellaneous Provisions Act 1976

- 3.29 *"This enables the local authority to deal with dangerous trees if it receives a request to do so from an owner or occupier of any land or, if the request concerns land which appears to the council not to be owned or occupied by that person and on which a dangerous tree is situated. In this instance the council can enter the land to make the tree safe if ownership has not been established but there is an imminent danger or risk to persons or property that needs to be resolved"*.
- 3.30 In the instance of an unoccupied property or land being of such a condition that it is affecting the amenity of the area or is becoming a statutory nuisance there are sections of the Town and Country Planning Act and Environmental Protection Act that allows the local authority to intervene.

Section 215 of the Town and Country Planning Act

- 3.31 *"Section 215 (s215) of the Town & Country Planning Act 1990 (the Act) provides a local planning authority (LPA) with the power, in certain circumstances, to take steps requiring land to be cleaned up when its condition adversely affects the amenity of the area. If it appears that the amenity of part of their area is being*

OVERVIEW AND SCRUTINY COMMITTEE

10th September 2013

adversely affected by the condition of neighbouring land and buildings, they may serve a notice on the owner requiring that the situation be remedied. These notices set out the steps that need to be taken, and the time within which they must be carried out. LPAs also have powers under s219 to undertake the clean up works themselves and to recover the costs from the landowner.”

Section 78 – 81 Environmental Protection Act 1990

- 3.32 “Section 79 defines several statutory nuisances and includes any premises in such a state as to be prejudicial to health or to be a nuisance and it is the local authority duty to respond to any complaints regarding statutory nuisance.”

Customer / Equalities and Diversity Implications

- 3.33 There are no implications with regard to equality and diversity being adversely affected by the current working arrangements.
- 3.34 In the future any extension of the service provided by RBC to WCC would have to be given due consideration in terms of how the customer would access the service and how the Council would inform the public about what services the Council provides and where.

4. RISK MANAGEMENT

- 4.1 There is a risk to the authority in terms of the resources currently funded by the working arrangements and a withdrawal of those arrangements will have a direct impact on revenue funding.
- 4.2 The SLA affords RBC some control over the management and maintenance of the street scene and the loss of those arrangements would mean that we would no longer have the level of influence currently enjoyed.

AUTHOR OF REPORT

Name: Carl Walker, Environmental Services Manager
email: carl.walker@bromsgroveandredditch.gov.uk
Tel.: 01527 64252 ext 3421



Executive Committee

2nd September 2013

MINUTES

Present:

Councillor Bill Hartnett (Chair), Councillor Greg Chance (Vice-Chair) and Councillors Rebecca Blake, Juliet Brunner, Brandon Clayton, John Fisher, Phil Mould, Mark Shurmer and Debbie Taylor

Also Present:

Councillors Carole Gandy, Pattie Hill and Brenda Quinney and Mr David Rose

Officers:

E Baker, R Bamford, K Dicks, C Felton, C Flanagan and S Morgan

Committee Services Officer:

I Westmore

33. APOLOGIES

There were no apologies for absence.

34. DECLARATIONS OF INTEREST

There were no declarations of interest.

35. LEADER'S ANNOUNCEMENTS

The Leader advised that a question had been received in accordance with Procedure Rule 16 in respect of Item 5, Borough of Redditch Local Plan No.4, and that the question would be read at the start of that item.

36. MINUTES

RESOLVED that

the minutes of the meeting of the Executive Committee held on 9th July 2013 be confirmed as a correct record and signed by the Chair.

.....
Chair

37. BOROUGH OF REDDITCH LOCAL PLAN NO. 4

As noted at Minute 35 above, a question to the Leader in respect of this item had been received from Mr David Rose, as set out below:

Why are Redditch Borough Council still advocating building between 600 and 3,400 houses in Webheath, when Redditch Borough Council Planning Committee on 22nd May, 3013 voted against Taylor Wimpey building 200 new houses, (which surely means that Redditch Borough Council have decided not to build in Webheath), because of poor highway infrastructure, over subscribed local schools, poor unsustainable infrastructures (including foul sewage) etc.?

The Leader replied as follows:

Paragraph 3.16 in the Report answers this question and explains why an early planning application from a developer, on part of a proposed site, is different to the consideration of sites for inclusion through the Plan making process.

3.16 "...With regards to Policy 48 Webheath, Officers are aware that the Council refused planning permission on 22nd May 2013 for a proposal on part this Strategic Site set out in the Draft Local Plan No.4. The refusal was based upon the proposal's additional traffic generation on the local road network coupled with the lack of suitable infrastructure to support the development and the lack of contribution towards the wider highway network infrastructure; however this does not alter the fact that the proposal site and the remainder of the Webheath Strategic Site is capable of sustainable delivery in the short to medium term, subject to necessary infrastructure being delivered. This Strategic Site should therefore continue to feature in the Proposed Submission version of the Borough of Redditch Local Plan No.4."

More details will follow later this year on the viability of the site to be able to deliver the necessary infrastructure. This will confirm whether there are showstoppers to the Local Plan's proposed allocated sites being delivered sustainably. The necessary works for the Foxlydiate site will be tested through detailed highway modelling. The costs of wider highway infrastructure and other sustainable transport costs will need to be aggregated to the Webheath site and to the cross boundary site at Foxlydiate in order to test the viability accurately. The cost of implementing necessary sewerage treatment for the two sites is borne by both the developer (for the on-site drainage, connection, pumping station and pressurised sewer) and Severn Trent Water and therefore has little impact on the ability of the site to be delivered, in any case the cost

of upgrade works to serve these sites would not be vastly different to the alternative site options.

Mr Rose subsequently asked the following supplementary question of the Leader:

The Leader was asked to which overseeing Local Government watchdog local residents might complain regarding the proposal by the Council to contradict the decision made by its Planning Committee and the throwing of money at a scheme which was not sustainable.

Officers provided the following answer to this supplementary question on behalf of the Leader:

Until the Local Plan inquiry process was under way there was no recourse for local residents, developers or any other interested party to complain about the content of the document. Officers undertook to seek confirmation that there was no further redress for parties to the Local Plan process and pass on any further details to Mr Rose following the meeting.

Officers then presented the printed report. It was noted that the report contained summaries of all consultation responses received during the last consultation in April to May 2013 and details of minor changes made as a consequence. There were no responses received which brought into doubt the key points in the draft Plan. Therefore the amount of residential and employment development required to the end of the Plan period was not suggested to change and neither were the main locations suggested for such development.

It was reported that most of the comments received had related to the rejection of Bordesley as a preferred option for future housing development. Officers confirmed that the rejection of Bordesley was based on its visual prominence and the harmful effect on the retention of the openness of the Green Belt. Development at Bordesley would also considerably reduce the gap between Redditch and Alvechurch as well as the strategic gap with Birmingham.

The meeting was informed that Members of the Committee and other Members of the Council had had the opportunity to consider the appendices to the report and consider in detail all the consultation responses through briefings from Officers, the documents being made available in Group Rooms and through meetings of the Planning Advisory Panel in recent months.

The Portfolio Holder stressed the need for the Borough to have a sound Local Plan and reminded those present that, even following any approval of the Committee's recommendations by the Council the following week, there would be a further period during which the soundness of the Plan could be challenged before it was presented to the Secretary of State and his inspectors for rigorous examination.

The question was raised as to why Officers were being offered delegated authority to make revisions, technical corrections and editorial changes without reference back to all Members. In order to allay any such concerns it was proposed that such changes be made by Officers following consultation with the Portfolio Holder and the Leader of the Opposition.

Officers were asked what processes were to be used to publicise the Local Plan process and to assist local residents and others to become involved in the next stage in its development. The Committee was informed that there were no plans to go out to local centres or hold road shows at present because the forthcoming stage in the process was different in nature to earlier stages. Officers would make themselves available to members of the public to help them to fill out the forms through which comments on the soundness of the Plan might be submitted. A lay-persons guide was also to be prepared to this end. Officers added that they had been proactive in meeting with those individuals and groups locally who had demonstrated an interest in the process but stated they were prepared to hold surgeries in other parts of the town should Members feel it necessary.

There was some discussion around certain details of the proposals. The possible access routes to the area around Webheath and potential bus routes were discussed. Officers advised that Highways Officers of the County Council would be attending a meeting of the Planning Advisory Panel on 17th September 2013 at which Members would have the opportunity to ask detailed questions of them. Officers referred to Appendix 5 of Appendix 3 to the Report which stated that an overall transport assessment would be undertaken in due course. Furthermore, Members were advised that the Local Plan documents set out the issues that any potential future developers would need to address but were not designed to establish every detail of every possible development area.

The proposal within the Local Plan to designate land within the Winyates area for housing and employment use was raised given a stance taken by the Council several years earlier on a proposal from Stratford-upon-Avon District Council to carry out similar development. Officers were able to confirm that the negative view taken at that time was based on inadequate highways infrastructure

based, as it was, on access from Far Moor Lane. The current proposals were for a direct access from the Coventry Highway which was considered to be sustainable.

RECOMMENDED that

- 1) **the Officer responses and actions (Appendix 1) to consultation held on Draft Borough of Redditch Local Plan No.4 be endorsed;**
- 2) **the Officer responses and actions (Appendix 2) to consultation held on Redditch Housing Growth be endorsed;**
- 3) **the Proposed Submission Borough of Redditch Local Plan No.4 (Appendix 3) and Sustainability Appraisal (Appendix 4) for representations to be made by statutory bodies and members of the public, commencing 30th September 2013 until 11th November 2013 be approved;**
- 4) **authority be delegated to the Executive Director of Planning, Regeneration, Regulatory and Housing Services/Head of Planning and Regeneration and the Development Plans Manager following consultation with the Portfolio Holder for Planning and Regeneration and the Leader of the Opposition to review the representations made following the close of the representations period, and that subject to no significant weaknesses being raised to doubt the soundness of the draft Plan (for tests of soundness see paragraph 3.20 of this report), that the Borough of Redditch Local Plan No.4 be submitted to the Secretary of State for examination in December 2013;**
- 5) **authority be delegated to the Executive Director of Planning, Regeneration, Regulatory and Housing Services/Head of Planning and Regeneration and the Development Plans Manager following consultation with the Portfolio Holder for Planning and Regeneration and the Leader of the Opposition to prepare and submit the necessary documents to support Submission of the Local Plan; and**
- 6) **authority be delegated to the Executive Director of Planning, Regeneration, Regulatory and Housing Services/Head of Planning and Regeneration and the Development Plans Manager following consultation with the Portfolio Holder for Planning and Regeneration and the Leader of the Opposition, to undertake such further**

revisions, technical corrections and editorial changes deemed necessary in preparing the Local Plan for submission to the Secretary of State and to agree subsequent changes where appropriate during the examination.

(At 7.49pm, following consideration of this item, there was a short adjournment. The meeting reconvened at 7.53pm.)

38. CHANGES TO SCHEME OF FEES AND CHARGES FOR NON-STATUTORY PLANNING ADVICE

The Committee received a report on on-going transformation work in Planning and consequent proposed changes to the charges levied for permitted development enquiries and pre-application advice. The transformation project had determined that the interests of both the customer and the Planning Officers were not best served by the present arrangement.

It was intended to introduce a revised, hybrid process which was more customer-focussed but still retained an element of charging for some specific types of enquiries and the provision of advice. Members welcomed the new initiative whilst recognising that there would be a very small loss of income which would be offset by the redirection of Officer time to more productive areas of work.

RECOMMENDED that

the fees and charges scheme and schedule as set out in Appendix 1 to the report be approved to come into effect between 1st October 2013 and 31st March 2014 and Appendix 2 to the report be approved to come into effect from 1st April 2014.

39. GREATER BIRMINGHAM AND SOLIHULL LOCAL ENTERPRISE PARTNERSHIP - DELEGATIONS OF FUNCTIONS TO A JOINT COMMITTEE (LOCAL SUPERVISORY BOARD)

The Committee considered an update on the current position regarding the Greater Birmingham and Solihull Local Enterprise Partnership (GBSLEP) and on the governance arrangements for the body in particular.

It was proposed that a Supervisory Board be established to ensure that any decisions taken under a Single Local Growth Fund had the required legal mandate. As a consequence, it would be necessary to have a single voting representative from each constituent local authority. Scrutiny arrangements were in the process of being developed for the LEP but Officers explained that the form of such

arrangements had still to be determined. Officers of the Council were to discuss the developing Scrutiny arrangements with colleagues from Birmingham City Council later in the month but at present were unable to confirm details of political balance or the timescales for finalisation of the arrangements. Officers undertook to keep Members informed of on-going developments in this regard.

RESOLVED that

- 1) **the creation of a Joint Committee to act as a Supervisory Board for the Greater Birmingham and Solihull Local Enterprise Partnership in accordance with the Local Government Act 1972 with voting representatives appointed by each constituent local authority and non voting business representatives be approved;**
- 2) **functions relating to the bidding for and approval of schemes and expenditure of funds devolved under the Single Local Growth Fund be delegated to the Joint Committee (Supervisory Board);**
- 3) **the appointment of the Leader as an ex officio appointment as the Redditch Borough Council Representative on the Joint Committee be approved;**
- 4) **the appointment of the Deputy Leader as an ex-officio appointment as the Redditch Borough Council substitute representative on the Joint Committee be approved;**
- 5) **the Head of Legal, Equalities and Democratic Services be authorised to agree and enter into all necessary legal documents to effect the above decisions and update the Council constitution; and**

RECOMMENDED to Council that

- 6) **authority be delegated to the Head of Legal, Equalities and Democratic Services, following consultation with the Leader of the Council and the Leader of the Opposition Group, to agree the establishment of a Joint Scrutiny Committee, its terms of reference and the appointment of a representative from this Council to the Committee as appropriate.**

40. LOCAL TRANSPORT BOARD

A report was considered which related to the establishment of a Joint Committee to act as the Local Transport Board for the Greater Birmingham and Solihull Local Enterprise Partnership (GBSLEP). Officers considered that this new arrangement might have the potential for providing a better outcome for Redditch Borough.

The Committee was informed that, should the issue with Wyre Forest's respective allocations to the Worcestershire LEP and the GBSLEP not be resolved, Redditch Borough and Bromsgrove District Councils would need to arrange for alternative representation on the Joint Committee. Officers highlighted that scrutiny arrangements would also be developed for the Local Transport Board and delegated authority was sought to agree appropriate arrangements following consultation with lead Members.

RECOMMENDED that

- 1) the creation of a Joint Committee to act as the Local Transport Board for the Greater Birmingham and Solihull Local Enterprise partnership in accordance with Section 102 of the Local Government Act 1972 be approved;**
- 2) functions relating to the approval of Local Transport schemes in the area of the Greater Birmingham and Solihull Local Enterprise partnership and the bidding for and expenditure of funds devolved to the Joint Committee under the Local Major Transport Scheme capital funding be delegated to the Joint Committee (Local Transport Board);**
- 3) the Terms of Reference of the Local Transport Board as detailed at Appendix 3 to the report and the Local Transport Board Assurance Framework as detailed at Appendix 4 to the report be approved;**
- 4) Councillor J-P Campion for Wyre Forest District Council be appointed as the representative on the Local Transport Board to represent the Borough Council, Bromsgrove and Wyre Forest District Councils, with Councillor P Mould as the substitute representative; and**
- 5) authority be delegated to the Head of Legal, Equalities and Democratic Services to agree and enter into all necessary legal documents to effect the above decisions and to update the Council Constitution accordingly.**

41. OVERVIEW AND SCRUTINY COMMITTEE

The Committee considered the minutes of the meetings of the Overview and Scrutiny Committee held on 2nd and 23rd July 2013 and the outstanding recommendations arising out of these meetings.

A number of Members expressed their disappointment and concern at the proposal to reduce the number of occasions upon which the Crime and Disorder Scrutiny Panel was scheduled to meet. The Committee members stated their wish that the Panel should meet on more than just the one occasion each year and also that Members be encouraged to bring forward proposals for matters which might be considered by this body as they arose.

Members also noted the comments within Minute 25 of the Overview and Scrutiny Committee minutes in respect of the sexual health clinics. It was agreed that the Local Strategic Partnership be requested to discuss this matter further at a future meeting.

2nd July 2013

Future Approach to Crime and Disorder Scrutiny at Redditch Borough Council - Discussion

RECOMMENDED that

- 1) **subject to the comments in the preamble, above the Crime and Disorder Scrutiny Panel hold at least one scheduled meeting during the year to scrutinise the work of the local Crime and Disorder Reduction Partnership;**

23rd July 2013

Local Strategic Partnership – Monitoring Update Report

RESOLVED that

- 2) **Officers be requested to try and identify suitable sources of funding, including from external partner organisations such as Worcestershire County Council, that could be used to fund the installation of adult exercise equipment in Morton Stanley Park; and**
- 3) **the Local Strategic Partnership be requested to consider the issue of sexual health clinics and teenage pregnancy at a forthcoming meeting.**

42. WORCESTERSHIRE SHARED SERVICES JOINT COMMITTEE

RESOLVED that

the minutes of the meeting of the Worcestershire Shared Services Joint Committee held on 27th June 2013 be received and noted.

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

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

44. SHARED SERVICES BOARD

RESOLVED that

the minutes of the meeting of the Shared Services Board held on 4th July 2013 be received and noted.

45. ADVISORY PANELS - UPDATE REPORT

The latest update on the activity of the Council's Advisory Panels and similar bodies was considered by the Committee.

RESOLVED that

the report be noted.

46. ACTION MONITORING

The latest version of the Committee's Action Monitoring report was received by the Committee.

RESOLVED that

the Action Monitoring report be noted.

The Meeting commenced at 7.00 pm
and closed at 8.43 pm

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Chair

EXECUTIVE COMMITTEE LEADER'S WORK PROGRAMME

3 October 2013 to 31 January 2014
(published as at 6th September 2013)

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

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

Whilst the majority of the Executive Committee's business at the meetings listed in this Work Programme will be open to the public and media organisations to attend, there will inevitably be some business to be considered that contains confidential, commercially sensitive or personal information. This is called exempt information. Members of the public and media may be asked to leave the meeting when such information is discussed.

If an item is likely to contain exempt information we show this on the Work Programme. You can make representations to us if you consider an item or any of the documents listed should be open to the public.



www.redditchbc.gov.uk

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

“Key Decisions” are ones which are likely to:

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

The Work Programme is available for inspection free of charge at the Town Hall, Walter Stranz Square, Redditch, B98 8AH from 9am to 5pm Mondays to Fridays; or on the Council's website (www.redditchbc.gov.uk).

If you wish to make representations on the proposed decision you are encouraged to get in touch with the relevant report author as soon as possible before the proposed date of the decision. Contact details are provided. Alternatively you may write to the Head of Legal, Equalities and Democratic Services, The Town Hall, Walter Stranz Square, Redditch, B98 8AH or e-mail: democratic@bromsgroveandredditch.gov.uk

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

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

EXECUTIVE COMMITTEE MEMBERSHIP

Councillor Bill Hartnett
 Councillor G Chance
 Councillor John Fisher
 Councillor Rebecca Blake
 Councillor Mark Shurmer
 Councillor Debbie Taylor
 Councillor Phil Mould
 Councillor Juliet Brunner
 Councillor Brandon Clayton

Leader of the Council and Portfolio Holder for Community Leadership & Partnership
 Deputy Leader and Portfolio Holder for Planning, Regeneration, Economic Development, Public Transport
 Portfolio Holder for Corporate Management
 Portfolio Holder for Community Safety & Regulatory Services
 Portfolio Holder for Housing
 Portfolio Holder for Local Environment & Health
 Portfolio Holder for Leisure & Tourism

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Borough of Redditch Local Plan No. 4 Key: No	Executive 2 Sep 2013 Council 9 Sep 2013		Report of the Head of Planning and Regeneration	E Baker, Acting Development Plans Manager Tel: 01527 64252 ext 3034
Changes to Scheme of Fees and Charges for Non-Statutory Planning Advice Key: No	Executive 2 Sep 2013 Council 9 Sep 2013		Report of the Head of Planning and Regeneration	A Rutt, Development Control Manager Tel: 01527 64252 ext 3374
Local Transport Board Key: No	Executive 2 Sep 2013 Council 9 Sep 2013		Report of the Executive Director, Planning, Regeneration, Regulatory and Housing Services	C Felton, Head of Legal, Equalities and Democratic Services Tel: 01527 873232
Greater Birmingham and Solihull LEP - Supervisory Board Key: No	Executive 2 Sep 2013 Council 9 Sep 2013		Report of the Executive Director, Planning, Regeneration, Regulatory and Housing Services	C Felton, Head of Legal, Equalities and Democratic Services Tel: 01527 873232
Consolidated Revenue and Capital Outturn - Financial Year 2012/13 Key: Yes	Executive 17 Sep 2013		Report of the Head of Finance and Resources	S Morgan, Financial Services Manager Tel: 01527 64252 ext 3790

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
First Quarter Budget Monitoring Report 2013/14 Key: No	Executive 17 Sep 2013		Report of the Head of Finance and Resources	S Morgan, Financial Services Manager Tel: 01527 64252 ext 3790
Making Experiences Count - Quarterly Customer Services Report - Quarter 1, 2013/14 Key: No	Executive 17 Sep 2013		Report of the Head of Customer Services	L Jones, Customer Services Manager Tel: 01527 64252 ext 3851
Options for 54 South Street (Previous REDI Centre) Key: No	Executive 17 Sep 2013 Council 14 October 2013		Report of the Head of Finance and Resources	T Kristunas, Head of Finance and Resources Tel: 01527 64252 ext 3295
Council Tax Support Scheme Key: No	Executive 15 Oct 2013 Council 9 Dec 2013		Report of the Executive Director, Finance and Resources	J Pickering, Exec Director (Finance and Corporate Resources) Tel: 01527 873232
Voluntary and Community Sector Grants Programme 2014/15 Key: Yes	Executive 15 Oct 2013		Report of the Acting Head of Customer Services	D Hancock, Voluntary Sector Grants Co-ordinator Tel: 01527 64252 ext 3015
Assistive Technology Key: Yes	Executive 15 Oct 2013		Report of the Acting Head of Customer Services	J Willis, Acting Head of Community Services Tel: 01527 64252 ext 3284

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exemption (if any)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
County Air Quality Action Plan Key: No	Executive 15 Oct 2013 Council 9 Dec 2013		Report of the Regulatory Resources	M Cox, Senior Practitioner, Pollution Tel: 01527 881392
Appeal in respect of a Rent Relief grant Key: Yes	Executive	It is anticipated that a part or all of this report will be exempt and may be considered following the exclusion of the public and press.	Report of the Head of Finance and Resources	T Kristunas, Head of Finance and Resources Tel: 01527 64252 ext 3295
Job Evaluation Key: Yes	Executive		Report of the Head of Finance and Resources	B Talbot, Human Resources and Development Manager Tel: 01527 64252 ext 3385
Housing Allocations Policy - Review Key: No	Executive Council		Report of the Head of Housing	L Tompkin, Head of Housing Tel: 01527 64252 ext 3304
Tenancy Policy Key: No	Executive		Report of the Deputy Chief Executive and Executive Director (Leisure, Environmental & Community Services)	L Tompkin, Head of Housing Tel: 01527 64252 ext 3304