

minute book 2

Council

Mon 15 Sep
2014
7.00 pm

Council Chamber
Town Hall
Redditch



INDEX

<u>Meeting</u>	<u>Date</u>	<u>Page No's.</u>
Executive Committee	29th July 2014	1 – 10
	8 th September	To follow
<hr/>		
Audit, Governance and Standards Committee	3rd July 2014	11- 26
Licensing Committee	28 th July	27 – 33
Planning Committee	9th July 2014	33 – 36
Planning Committee	6th August 2014	37 – 40



Executive

Committee

29th July 2014

MINUTES

Present:

Councillor Bill Hartnett (Chair), Councillor Greg Chance (Vice-Chair) and Councillors Brandon Clayton, Mark Shurmer, Debbie Taylor and Yvonne Smith

Also Present:

Councillor Pat Witherspoon, Mr Roger Hill and Mr Ken Williams

Officers:

Emma Baker, Jess Bayley, Emma Cartwright, Kevin Dicks, Tracey Durrant, Stacey Green, Sue Hanley, Jayne Pickering, Sarah Sellers and Alexa Williams

Committee Services Officer:

Ivor Westmore

15. APOLOGIES

Apologies for absence were received on behalf of Councillors Juliet Brunner and John Fisher.

16. DECLARATIONS OF INTEREST

There were no declarations of interest.

17. LEADER'S ANNOUNCEMENTS

The Leader advised that the agenda would be taken out of order in view of the attendance of Mr Ken Williams from the Town Centre Partnership and also that the minute extract from the most recent meeting of the Council's Overview and Scrutiny Committee contained within the Additional Papers 2 pack should be read in conjunction with the report relating to item 5 on the agenda (Voluntary Sector Task Group – Final Report) for this evening's meeting.

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Chair

18. MINUTES**RESOLVED that**

the minutes of the meeting of the Executive Committee held on 24th June 2014 be agreed as a correct record and signed by the Chair.

19. VOLUNTARY SECTOR TASK GROUP - FINAL REPORT

The Committee received the final report of the Voluntary Sector Task Group, the outcome of the review being presented to it by Councillor Pat Witherspoon, Chair of the Group, and former Councillor Roger Hill.

Members were informed that the key objective of the review had been to assess the Council's grants process and ensure that it was a robust, transparent process that was fair to all recipients. As a consequence of the review the Group had developed ten overall recommendations which covered the broad scope of the grants process, the Council's relationship with the voluntary sector and volunteering more generally.

Among the more significant recommendations were proposals that the timescales for the Council's grants process be amended to enable voluntary sector organisations to plan constructively for the year ahead, that the geographical spread of the client base be taken into account in scoring applications, that the Framework Agreement for the Provision of Debt and Budgeting Advice to be delivered within the Locality areas in Redditch should be supported by the Council for the foreseeable future and that the Council should build upon the work it carried out in engaging with and bringing together voluntary sector organisations.

The Executive Committee thanked the Group for a good report and expressed its support for the recommendations that it contained. A number of minor amendments were agreed during consideration of these recommendations, as follows. Given the corporate nature of the apprenticeship budget and the desire to retain an equitable situation for all service areas it was agreed that recommendation 4 be qualified to avoid committing this funding to one particular post. In respect of recommendation 8 it was agreed that this suggestion be taken forward as part of the wider staff awards ceremony. Despite there being widespread Member and Officer support for recommendation 9, the resource implications of implementation led the Committee to agree only to consider the introduction of a Redditch Hour on social networking sites in conjunction with local businesses and Voluntary and Community Sector organisations within the Borough.

RESOLVED that

- 1) the following should be addressed in relation to the Council's grants programme:
 - a) the timescales for the Council's grants process should be reviewed to ensure that decisions are made in sufficient time to enable Voluntary and Community Sector organisations to plan constructively for the year ahead;
 - b) the geographical spread of the client base for Voluntary and Community Sector organisations should be taken into account by the Grants Panel as part of the scoring process when considering applications for grants;
 - c) the template for the Council's application form for Council grants should be reviewed;
 - d) action points should be recorded at meetings of the Council's Grants Panel;
- 2) the following actions should be taken in respect of the members of the Grants Panel:
 - a) formal training should be provided to Members of the Grants Panel;
 - b) wherever possible members of the Grants Panel should visit Voluntary and Community Sector organisations that have been awarded larger project grants as part of the monitoring process. These visits should take place before the second instalment of funding is provided to the organisations;
- 3) the implications of the Local Government Transparency Code 2014 should be considered by Officers to ensure that the Council's grants process is amended as and when required. Officers should ensure that any changes that are made to the process in response to these requirements take account of local needs;
- 4) the Council should consider employing an apprentice to support the work of the Grants Officer. Consideration should be given to sharing this apprentice with a Voluntary and Community Sector organisation;
- 5) the *Framework Agreement for the Provision of Debt and Budgeting Advice to be Delivered Within the Locality areas in Redditch* should continue to be supported by the Council for the foreseeable future;

Executive Committee

29th July 2014

- 6) an informal working group of Council Officers should be formed to discuss and share knowledge about current joint working with Voluntary and Community Sector organisations. These informal meetings would also provide an opportunity for different teams to identify further opportunities to work with Voluntary and Community Sector organisations and highlight any duplication of work;
 - a) dedicated space should be introduced on the Council's intranet to allow Officers working with Voluntary and Community Sector organisations and / or volunteers to share information;
- 7) the following actions should be taken in relation to the Staff Volunteering Policy:
 - a) the policy should be refreshed and promoted;
 - b) a taster list of local volunteering opportunities should be advertised on the "Briefcase" section of the Council's intranet for the consideration of staff. In particular, consideration should be given to advertising volunteering opportunities that would help to address the Council's strategic purposes;
- 8) a Staff Award should be created to recognise the voluntary work carried out by members of staff and incorporated within the existing Staff Awards Ceremony;
- 9) the Council should consider working in conjunction with local businesses and Voluntary and Community Sector organisations to introduce a "Redditch Hour" on twitter and other social networks;
- 10) A Voluntary Sector Event should be held on a regular basis to help promote
 - a) the work of local Voluntary and Community Sector organisations to each other as well as potential customers;
 - b) volunteering opportunities to local residents; and
 - c) a prize giving awards ceremony should form part of this event.

This event could potentially be aligned to existing events that are already take place.

20. CONSOLIDATED REVENUE AND CAPITAL OUTTURN

Members considered the consolidated revenue and capital outturn position for the preceding financial year and the Financial Reserves Statement for the same period. It was reported that Officers had provided considerably more detail within this report than had previously been the case, detailing the budget positions and variances across the various service areas in turn. It was acknowledged that there was still some work to be carried out in appropriately apportioning recharges between services but the present report did provide a clear and comprehensive picture of the situation at the year end.

Officers were able to report that the £550K of unidentified savings for the year had been found and, indeed, greater savings had been achieved which had resulted in the Council transferring money back into balances, a situation that had not been envisaged at the start of the year. Officers had also detailed the current levels of reserves and explained that the Council had approximately £2M currently in reserves once the reserves for dilapidations to Threadneedle House and those for Mercury Emissions works at the Crematorium were drawn down and the NNDR reserves discounted.

The Committee was generally pleased to see that savings had been achieved although there was a recognition that the funding situation was not liable to improve in the near future and difficult times were set to continue. Following some discussion around the continued underspend on the Disabled Facilities Grant budget, Officers undertook to ask the team to review their budget requirements, although there was a reluctance to propose reducing the budget given the nature of the service. In relation to a specific enquiry, Officers undertook to request that the Head of Environmental Services contact Councillor Brandon Clayton to confirm the current situation with the Estate Enhancements programme and its associated funding.

RESOLVED that

- 1) the current financial position on Revenue and Capital be noted, as detailed in the report;**

and RECOMMENDED that

- 2) the transfer of £165K into balances be approved;**
- 3) the carrying forward £3.2M for Capital project schemes be approved;**

- 4) **the movement in reserves as detailed in Appendix 1 to the report be approved; and**
- 5) **an increase in the 2014/15 Capital Programme to include the following Section 106 funded project: £16,500 for Pitcheroak Golf Course for improvements to the greens and creation of a par 3 course to encourage juniors and beginners to play golf, be approved.**

21. CHANGES IN FUNDING FOR EXTRA CARE SCHEME

Members considered a report setting out proposals to increase existing service charges relating to communal facilities at St. David's House and Queen's Cottages and asking that they note that, in future, costs for providing housing-related personal support would be borne by individual tenants.

Officers explained that the Council was having to make these changes in response to cuts to funding from Worcestershire County Council as part of its Future Lives programme, although there was a recognition that the County Council was itself under serious financial pressure. The Committee was informed that Officers' primary aim in developing the current proposals was to maintain services to vulnerable tenants whilst ensuring that tenants were not placed under undue financial strain.

Tenants of the properties concerned and their families had been briefed in detail on the implications of what was being proposed and Officers and Members who had been present were pleased to be able to report that there was a high level of understanding and support for the measures that were being recommended. It was noted that the Council was attempting to provide this service on a break-even basis and that a number of self-funding tenants would be better off as a result of the changes. There was also a recognition that, historically, certain charges had been set at an unrealistically low level and the proposals would remedy this situation.

RECOMMENDED that

- 1) **service charges for the cost of providing communal facilities at St. David's House and Queen's Cottages be increased to reflect the actual cost of providing them;**
- 2) **charges to apply from Monday 6th October 2014 and to be reviewed on an annual basis as part of the Council's fees and charges process; and**

RESOLVED that

- 3) **it be noted that, in future all residents of St. David's House and Queen's Cottages will be charged for housing related personal support, which is currently paid for some residents by the Worcestershire County Council Supporting People Fund, as this is being withdrawn.**

22. RESPONSE TO STRATFORD UPON AVON'S PROPOSED SUBMISSION CORE STRATEGY

Officers presented the Committee with a response to Stratford-on-Avon District Council's Proposed Submission Core Strategy for retrospective approval. The approval was retrospective in light of the consultation period commencing on 5th June and closing on 17th July 2014.

It was reported that the Strategy had received a generally supportive response. The one matter which Officers highlighted was the change of approach with regards to land within Stratford and whether it has any potential future capacity for housing for Stratford.

Officers undertook to provide Councillor Brandon Clayton with details of the date upon which the Stratford Core Strategy would be submitted to the Planning Inspectorate.

RECOMMENDED that

the response to the Stratford on Avon Proposed Submission Core Strategy be approved retrospectively.

23. COVERED MARKET AREA - PROPOSAL FOR PLAY BARN

Mr Ken Williams, Chair of the Town Centre Partnership, attended the meeting in order to present to the Committee a proposal for a play barn scheme in the redundant covered market area in Redditch town centre. The decision which Members were being asked to consider was the leasing of the land in question to the Town Centre Partnership for this purpose at no cost.

There was a general acknowledgement that the site in question required improvement and no other viable use of the site had been put forward in recent years. Furthermore, the space had a number of facilities which made it ideal for this purpose. The site was secure, covered and yet open-air, well-located and had toilet facilities in close proximity. This scheme was seen as a fitting 50th anniversary legacy project.

The proposal envisaged two children's areas, one for younger and one for older children, and a free to use adult exercise space. Funding was to be found through sponsorship, corporate funding and community funding and a limit of six-months had been set within which the necessary funding was to be delivered. The scheme also envisaged there being no liability to the Council.

Members very much welcomed the proposed scheme. It was made clear, in response to specific questions, that this land did not form a part of the sale of Threadneedle House, nor had it been identified as a parking area for that property. In addition, Officers reported that the Planning Team had advised that, in principle, the use of the site as a play area was acceptable in planning terms but that a lease of no more than ten years would be appropriate so as not to prejudice any future development strategies.

RESOLVED that

- 1) **in principle the land known as the covered market area, outlined in the site map at Appendix 1 to the report, be leased, for a peppercorn rent, to the Redditch Town Centre Partnership for the purpose of the scheme to create a play barn, subject to the planning and funding requirements of the scheme being secured, within 6 months of agreement;**
- 2) **the Executive Director for Finance and Resources and Head of Legal, Equalities and Democratic Services, be delegated authority to be satisfied that the necessary planning permission and funding for the scheme have been secured by the Redditch Town Centre Partnership and to prepare and execute a Lease of the land to the Redditch Town Centre Partnership for a term and on conditions, which will secure the Council's interests whilst supporting the venture in so far as it is compatible with them; and**
- 3) **the Redditch Town Centre Partnership be asked to provide regular updates to the Leader and relevant Portfolio Holder on progress.**

24. OVERVIEW AND SCRUTINY COMMITTEE

The Committee received the minutes of the meeting of the Overview and Scrutiny Committee held on 17th June 2014.

RESOLVED that

the minutes of the meeting of the Overview and Scrutiny Committee held on 17th June 2014 be received and noted.

25. WORCESTERSHIRE SHARED SERVICES JOINT COMMITTEE

The Committee received the minutes of the meeting of the Worcestershire Shared Services Joint Committee held on 26th June 2014 and considered a recommendation contained therein.

Officers explained that the recommendation was in response to funding changes for the service which resulted in a need to review the cost model as originally set out.

Worcestershire Regulatory Services - Business Model Review

RECOMMENDED that

the changes to the Worcestershire Shared Services Partnership Agreement as detailed at Appendix 1 to the report submitted be approved.

26. ADVISORY PANELS - UPDATE REPORT

The update on the activity of the Council's Advisory Panels and similar bodies was considered by the Committee. Councillor Greg Chance, Chair of the Economic Advisory Panel, reported that he and Officers were looking to establish a new form of this body which would incorporate local businesses and would also report to the Redditch Local Strategic Partnership.

It was reported that there were upcoming meetings of the Grants Panel which were not included in the report, the first of which was to be held on 6th August 2014.

RESOLVED that

the report be noted.

27. ACTION MONITORING

The Committee's Action Monitoring Report was considered by Members. It was reported that the actions listed within the report had now been carried out.

Executive
Committee

29th July 2014

The Meeting commenced at 7.00 pm
and closed at 8.48 pm

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Chair



Audit, Governance and Standards

Committee

Thursday, 3 July 2014

MINUTES

Present:

Councillor Roger Bennett (Chair), Councillor David Thain (Vice-Chair) and Councillors Michael Braley, Natalie Brookes, John Fisher (during Minute No's 8 to 15), Jane Potter, Rachael Smith and Pat Witherspoon

Dave Jones – Independent Member for Audit & Governance (non-voting co-opted member of the Committee)

Also Present:

Megan Harrison (Independent Person for Standards – observing)
Phil Jones and Zoe Thomas (Grant Thornton – External Auditors)

Officers:

Andy Bromage, Claire Felton, Clare Flanagan, John Godwin, Sam Morgan and Amanda de Warr

Committee Services Officer:

Debbie Parker-Jones

1. INTRODUCTION AND WELCOME TO THE NEW AUDIT, GOVERNANCE AND STANDARDS COMMITTEE

The Chair welcomed all present to the first meeting of the new Audit, Governance and Standards Committee. He explained that the Committee had seen an amalgamation of the Council's former Audit & Governance Committee and Standards Committee, and comprised a number of newly elected Members.

The Chair asked all present to introduce themselves and to set out their roles. He requested that when presenting reports Officers highlight the key report elements, and that Members ask any questions after the Officer had finished their presentation.

The future meeting dates of the Committee, as detailed in the agenda listing, were noted. This included an additional Statement

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Chair

Audit, Governance and Standards

Committee

Thursday, 3 July 2014

of Accounts Briefing for all members of the Committee on 11th September 2014.

2. APOLOGIES AND NAMED SUBSTITUTES

An apology for absence was received on behalf of Councillor John Witherspoon.

It was also noted that Councillor Fisher would be arriving a little late.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. MINUTES

The minutes of the meetings of the Standards Committee held on 24th October 2013 and the Audit & Governance Committee held on 24th April 2014 were submitted.

RESOLVED that

the minutes of the meetings of the Standards Committee held on 24th October 2013 and the Audit & Governance Committee held on 24th April 2014 be confirmed as correct records and signed by the Chair.

5. MONITORING OFFICER'S REPORT - STANDARDS REGIME

Members received a report from the Monitoring Officer (MO) outlining the current position in relation to standards regime matters of relevance to the Committee.

i) Monitoring Officer's Report

The MO explained that this was a historical report which had previously been submitted the former Standards Committee and that she was happy to produce a new style report should Members so wish. She requested that Members let her know if they had any particular issues or requests in this regard.

ii) Member Complaints

The MO commented that the complaint information detailed in the report was as much as could be provided under the agreed

Audit, Governance and Standards

Committee

Thursday, 3 July 2014

process, with the information being sufficient for Members to identify any emerging complaint trends.

iii) Hearings Sub-Committees

The MO advised that the proposed memberships of the Hearings Sub-Committees detailed in the report followed the previously established format, with a decision as to the Sub-Committee memberships being required from Members. The MO added that it had not yet proven necessary under the current standards regime to make use of the Hearings Sub-Committees.

Members agreed, without amendment, the proposed memberships of the Hearings Sub-Committees as set out in the report.

iv) Member Training

The MO stated that the majority of Member training had taken place around the 2014 Election. The Member Steering Group met regularly so if the Committee wished to make any recommendations to that Group they could easily be worked into the process.

Highly positive feedback had been received from Members in relation to the Planning training and it was hoped the training would be replicated at Bromsgrove District Council in 2015, following the Council's all-out Elections.

Members felt that certain elements of the current year's training had proven more successful than in previous years, particularly where there had been opportunity to train with Members from other authorities.

On being asked how they had viewed the current Member training programme so far, some of the newly-elected Members commented that the training had been both intense and of a good quality. It was felt there had been a lot to digest in a relatively short space of time, particularly where training was of a quasi-judicial nature. One newly-elected Member stated that, as a member of the Audit, Governance and Standards Committee, it would be useful to receive training on what the Members' role on the Committee was and what exactly they should be looking for when considering the business of the Committee.

The MO responded that Members of the Committee had, where necessary, attended specific external training events to assist them in their roles. Provided a Member's Group Leader agreed to any such training in advance and notified Officers of this then the

Audit, Governance and Standards

Committee

Thursday, 3 July 2014

training would be funded by the Council. From time-to-time where there were relevant updates on procedure rules and the like then the MO would look at both external and internal training packages for Members.

Phil Jones, Engagement Lead at Grant Thornton, advised that Grant Thornton had rescheduled the first of their 2014/15 Midlands Local Government Audit Committee Member Network events from 2nd to 30th July, should any Members of the Committee wish to attend this. Grant Thornton also produced a number of publications to assist Members in their roles on audit committees and detailing emerging issues which might of interest to Members, some of which were detailed later in the agenda under Grant Thornton's Progress Update Report item.

v) Feckenham Parish Council Representative of the Committee

Officers advised that the next meeting of Feckenham Parish Council was due to take place on 17th July 2014. The Parish Council would, at that meeting, be seeking a replacement Parish Representative and Deputy Parish Representative to sit on the Audit, Governance and Standards Committee following the previous post holders' resignations from the Parish Council.

vi) Independent Observer on the Committee

The MO explained that when the current standards regime was introduced (some 2 years earlier) the Council had wished for an additional transitional non-voting co-opted Independent Observer role on the former Standards Committee. This role had been filled by Michael Collins, a former Independent Member on the Standards Committee under the previous standards regime.

The MO and Chair of the former Standards Committee had recently spoken with Mr Collins and all had agreed that in view of the size of new combined Audit, Governance and Standards Committee, which also included Dave Jones as the existing Independent Member for Audit and Governance matters and a Feckenham Parish Council representative for standards matters, the Committee may well become unwieldy with the additional Independent Observer role as well. Mr Collins had therefore agreed to step down from this role which would now cease to exist.

The former Chair of the Standards Committee stated that Mr Collins had been involved with the Standards Committee for a number of years and had played a positive part in the Committee's decision-making. His work with the Council had been applauded in the past

Audit, Governance and Standards

Committee

Thursday, 3 July 2014

and it had been agreed that he attend the meeting of Full Council in September to receive formal thanks in recognition of his services to the Council. Members also expressed their formal thanks to Mr Collins for his number of years' service and contributions to the standards regime.

RESOLVED that

- 1) **the report of the Monitoring Officer and the additional updates provided by the Monitoring Officer at the meeting be noted;**
- 2) **the following memberships of the Hearings Sub-Committees be approved:**

Hearings Sub-Committee 1

Cllr Bennett (Chair), Cllr Brookes and Cllr Fisher

Hearings Sub-Committee 2

Cllr P Witherspoon (Chair), Cllr Braley and Cllr Potter

Hearings Sub-Committee 3

**Cllr Thain (Chair), Cllr R Smith and Cllr J Witherspoon;
and**

- 3) **the Committee place on record its formal thanks to Michael Collins in recognition of his number of years' service to the Council as an Independent Member and Independent Observer of the former Standards Committee.**

6. LOCALISM ACT 2011 - STANDARDS REGIME - DISPENSATIONS REPORT

Members received a report which sought the re-granting of general dispensations previously granted by the former Standards Committee prior to the 2014 Borough Council Elections, together with the grant of a new additional dispensation, under s33 of the Localism Act 2011. The dispensations would enable Members to participate and vote on matters under consideration at Council and committee meetings in the circumstances detailed in the report.

Audit, Governance and Standards

Committee

Thursday, 3 July 2014

The Monitoring Officer (MO) set out the background to the report and the dispensations previously granted and new category of dispensation relating to Non-Domestic Rates.

Members approved the granting of all of the general dispensations in question, which it was noted applied where a Member had a Disclosable Pecuniary Interest in the matter and which would otherwise prevent them from participating and voting in such matters. The granting of the general dispensations remained subject to the requirement that individual Members continue to apply in writing for a specific dispensation.

The caveat under Section 106 of the Local Government Finance Act 1992 whereby any Member who was 2 months (or more) in arrears with their Council Tax payments could not participate in any Council meeting concerning the budget was noted. In the event any Members were affected by this provision the statutory rule that they be barred from taking part in the budget decisions would prevail and the general dispensation granted by the Committee would not apply.

RESOLVED that

- 1) subject to the caveat set out in paragraph 3.12 of the report (and as detailed in the preamble above) in relation to setting the budget, dispensations under Section 33 (2) of the Localism Act 2011 to allow all Members to participate in and vote at Council and committee meetings when considering the setting of the Budget, Council Tax, Members' Allowances and Council Rents be granted;**
- 2) a dispensation under Section 33 (2) of the Localism Act 2011 to allow Members to address Council and committees in circumstances where a member of the public may elect to speak be granted;**
- 3) a dispensation under section 33(2) of the Localism Act 2011 to allow Members to participate in and vote at Council and committee meetings when considering the adoption of Non-Domestic Rates, Discretionary Rate Relief Policy and Guidance affecting properties within the Borough be granted;**
- 4) the dispensations referred to at 1), 2) and 3) above take effect on receipt of a written request from Members for a dispensation and where Members may have a**

Audit, Governance and Standards

Committee

Thursday, 3 July 2014

Disclosable Pecuniary Interest in the matter under consideration, which would otherwise preclude such participation and voting; and

- 5) **the dispensations referred to at 1), 2) and 3) above be valid until the first meeting of the Audit, Governance and Standards Committee after the Borough Council Elections in 2015.**

7. **AUDIT, GOVERNANCE AND STANDARDS COMMITTEE - ACTION LIST AND WORK PROGRAMME**

Action List

- i) Ref 1 – Lead Risk Member training – Cllr Bennett

It was noted that this matter would be dealt with under agenda item 10; Appointment of Lead Fraud and Risk Members on the Committee (Minute No. 10 refers).

- ii) Ref 2 – Feasibility of introducing monthly rents on commercial buildings in advance via direct debit

Officers advised that they had been consulting with Property Services in this regard and that Property Services were offering monthly payment terms where this was requested. However the majority of payments remained on a quarterly basis.

Action: item to remain on Action List for future monitoring and reporting.

- iii) Ref 3 – Future monitoring of use of balances to support expenditure

No update was provided by Officers as it was noted that an oral update from the Portfolio Holder for Corporate Management on the 2013/14 Outturn Report appeared later in the agenda at Item 15 (Minute No. 15 refers).

Action: item to remain on Action List for future monitoring and reporting.

Audit, Governance and Standards

Committee

Thursday, 3 July 2014

Work Programme

Officers advised that the Work Programme before Members had been compiled from the existing Work Programmes carried over from the former Audit & Governance and Standards Committees.

It was noted that some of the scheduled meetings had a large number of items listed for consideration. Officers and Members were asked to consider the contents of the Work Programme and to contact the Democratic Services Officer (DSO) should they have any suggestions in this regard. The DSO would then liaise with the Chair on any possible amendments to the Work Programme.

RESOLVED that

subject to the comments detailed in the preamble above, the Committee's Action List and Work Programme be noted and the amendments and updates highlighted be agreed.

8. GRANT THORNTON PROGRESS UPDATE REPORT

The Committee received an update report from Grant Thornton on progress in delivering their responsibilities as the Council's external auditors. An update on emerging national issues and developments and local authority accounting guidance, which it was felt might be of interest to Members when discussing the final accounts in September, was also included.

Grant Thornton had completed their interim accounts audit for the Council and work on the 2013-14 final accounts audit was due to commence shortly. No issues of concern had been raised by the external auditors as part of the interim accounts audit.

It was noted that additional work on reviewing the Barclays Bank Lease for Threadneedle House, which was outside the scope of the interim audit, had been requested by Officers and undertaken by the external auditors. A final report for this work had been issued and recommendations in the resulting report had been responded to by management. A Member commented that relevant Members should be consulted on the report to ensure this was complete.

RESOLVED that

the report be noted.

Audit, Governance and Standards

Committee

Thursday, 3 July 2014

9. RISK MONITORING AND REPORTING

The Committee received a presentation from the Head of Leisure and Cultural Services (HLCS) on the key operational risks which had been identified within his service area.

The HLCS spoke on the 8 key operational risks identified, as follows:

1. Failure to achieve income targets or inability to generate funding from external funding sources (including failure to satisfy present demand/maximise on opportunities);
2. Failure to ensure the health and safety of the public, staff and visitors using services (meeting regulatory requirements);
3. Ineffective management of projects and contractors, including third party delivery arrangements;
4. Failure to maintain current standards within parks and green spaces;
5. Failure to ensure that current buildings and facilities remained fit for purpose and supported the business objectives of the service;
6. Inability to respond to and support additional unplanned demands, events and opportunities;
7. Impact on services due to changes in climate and associated weather patterns; and
8. Failure to support and influence the public health and community based agendas.

The Service's risks were reviewed on a quarterly basis and any actions undertaken and controls added as and when required.

A Member queried whether cash reconciliation at the Palace Theatre, which had previously been highlighted to the Committee as an issue, had been addressed. The HCLS confirmed that this issue had been addressed and the previous issues resolved.

Private sector competition was a factor for the Abbey Stadium. New health gyms had opened within the town and fitness was a highly competitive area. An additional 120 members had been recruited to the Abbey Stadium in June and Officers were mindful of the need to invest in membership offers and the building moving forward in order to remain competitive with the private sector.

In relation to climate change issues and strategies to address these, Officers advised that they were currently working through an investment strategy around the Council's playing areas. Good

Audit, Governance and Standards

Committee

Thursday, 3 July 2014

drainage systems would assist greatly and Officers were currently working with Environmental Services on maintenance issues and how best to deliver services.

It was becoming increasingly difficult to enhance the Council's parks and green spaces owing to the costs involved and ongoing budget cuts, with these being the most well-used and well-regarded areas of the service.

RESOLVED that

the presentation be noted.

10. APPOINTMENT OF LEAD FRAUD AND RISK MEMBERS ON THE COMMITTEE

The Democratic Services Officer (DSO) explained the background to the previous Lead Fraud and Risk Member appointments on the Committee.

It was noted that Councillors Roger Bennett and Yvonne Smith had previously been appointed as the Lead Risk Members, and Councillor Fisher and former Councillor Roger Hill as the Lead Fraud Members on the Committee.

Members agreed that there was still a desire to appoint Lead Members for these areas and that two Members continue to be appointed to each role. The Members would in turn report back to the Committee on any training and/or other activities which they had undertaken with Officers in relation to their roles.

Mr Dave Jones, Independent Member for Audit and Governance matters on the Committee, volunteered as one of Lead Risk Members. As Mr Jones had been appointed as a non-voting co-opted member of the Committee the DSO stated that she would check whether Mr Jones was eligible to be appointed to the Lead Risk Member role, and would report back to Members and Mr Jones in this regard. It was further agreed that the relevant Officers would liaise with the Member appointees after the meeting to arrange suitable training.

RESOLVED that

- 1) Councillors Braley and Thain be appointed the Lead Fraud Members on behalf of the Audit, Governance and Standards Committee, and**

Audit, Governance and Standards

Committee

Thursday, 3 July 2014

- 2) **subject to receipt of suitable Officer confirmation as to Mr Jones's eligibility for the role, Mr Jones and Councillor John Witherspoon be appointed the Lead Risk Members on behalf of the Audit, Governance and Standards Committee.**

11. INTERNAL AUDIT - ANNUAL REPORT 2013/14

The Committee received the Internal Audit Annual Report for 2013/14 and the 2013/14 Worcestershire Internal Audit Shared Services Manager's (WIASS) annual opinion on the overall adequacy of the Council's internal control environment.

Officers explained the background to the report and highlighted the significant increase (over the previous year) in the number of high priority recommendations set out under the Key Performance Indicators. There could be peaks and troughs with these and detailed actions place were in place to address any issues.

For the benefit of the new Members on the Committee it was highlighted that 'full' was the highest achievable assurance level for an audit. Audits attracting an assurance of either moderate or significant were perfectly acceptable as these contained no significant high risk issues. The majority of completed audits had been allocated an assurance level of either moderate or above, meaning there was generally a sound system of internal control in place, no significant control issues had been encountered and no material losses had been identified during a time of significant transformation and change.

It was noted that no assurance level had been given for ICT and it was queried whether there was any plan to address this. Officers advised that a report on this would be referred to the next meeting of the Committee. The scope of the ICT audit had been fairly narrow with business continuity having been highlighted as an issue.

As detailed in the report, whilst Internal Audit could provide reasonable assurances based on the audits performed, no system of control could provide absolute assurance against material; misstatement or loss, nor could Internal Audit give that assurance.

Based on the audits performed in accordance with the approved plan, it had been concluded that the internal control arrangements during 2013/14 effectively managed the principal risks identified in the audit plan and could reasonably be relied upon to ensure that

Audit, Governance and Standards

Committee

Thursday, 3 July 2014

the Council's corporate objectives had been met. However, there was a significant risk emerging which could jeopardise the position in the future. With the austerity measures and the need to reduce the overall Corporate budget the transformation plan and 'unspecified' savings would require greater clarity to ensure better transparency, expectation and accountability in order to ensure the Council could work towards a sound financial footing. Any significant risks identified would be raised with the Council's 151 Officer which the Committee would in turn monitor moving forward.

A request was made by the Chair that the Council's procurement policies be looked into, to ascertain how contracts were awarded, how the Council publicised upcoming contracts and how contracts were monitored. This was with a view to ensuring that the Council was, where possible, assisting new and local businesses and encouraging them to apply for contracts, and that no unnecessary hurdles were being put in their way preventing them from doing so. In view of the financial cuts from central government Members also wished to ensure that contracts were being awarded in the most effective manner. The Chair added that this was an area which the newly appointed Lead Fraud Members on the Committee may also wish to become involved in.

Officers stated that a number of procurement and economic development related events had been arranged for local suppliers, which had had proven popular with large numbers in attendance. Officers were also looking at simplifying the procurement process.

The WIASS advised that the agreed 2014/15 Internal Audit Plan had identified Procurement, Contract Compliance and Tendering as an area to be looked at. Days were therefore already available within the agreed Plan for this to happen and Internal Audit was happy to undertake the work and now had a clear scope for this. Officers would seek to deliver this audit in quarter 2, namely July to September. Members agreed that Internal Audit should proceed with Procurement audit as planned.

RESOLVED that

- 1) the report be noted; and**
- 2) the Procurement audit identified within the agreed 2014/15 Internal Audit Plan proceed as planned, this to include the scoping terms detailed in the preamble above.**

Audit, Governance and Standards

Committee

Thursday, 3 July 2014

12. ANNUAL GOVERNANCE STATEMENT 2013/14

The Committee's approval was sought to the Annual Governance Statement (AGS) for signature by the Leader of the Council and the Chief Executive, for inclusion in the Statement of Accounts 2013/14.

Officers explained the format of the AGS and confirmed that the Significant governance and internal control issues section of the Statement should state that a total of 2 complaints had been made against Members during 2013/14 (and not 2012/13 noted in the Statement).

A large amount of work was ongoing by Officers in relation to reviewing the Council's balances.

The Chair raised the issue of concerns which had arisen out of the latest Staff Survey. Officers responded that the concerns were currently being looked into, with a number of Officer working groups having been established to assist in the process.

RESOLVED that

the Annual Governance Statement be approved.

13. BENEFITS INVESTIGATIONS - 1ST DECEMBER 2013 TO 31ST MARCH 2014

The Committee received a report which advised on the performance of the Benefits Services Fraud Investigation Service from 1st December 2013 to 31st March 2014.

Officers highlighted the key elements of the report and confirmed that all referrals were looked into by Officers, with fraud investigation being taken very seriously by the Council.

An update was given on the proposed implementation of the Single Fraud Investigation Service (SFIS), with Redditch and Bromsgrove now due to join the organisation in February 2016 – somewhat later than the rest of the county which would join in November 2014. Some staff would transfer to new roles within the Department for Work and Pensions, which the Council's Human Resources Team would be supporting staff with.

Officers stated that the delay in joining the SFIS would be useful as it would provide opportunity to look at the implications for the service and how to make best use of resources moving forward.

Audit, Governance and Standards

Committee

Thursday, 3 July 2014

Cllr Fisher requested that it be formally recorded that when he had visited the Benefits Services Fraud Investigation Service he had been very impressed with members of staff and of the commitment they had shown to their jobs.

RESOLVED that

the report be noted.

14. DEBT RECOVERY UPDATE - QUARTERS 3 AND 4 2013/14

The Committee received a report advising Members on the collection and recovery processes of the Council's income team, and on outstanding debt levels.

Officers highlighted the key elements of the report, which it was noted was the second such report to have been referred to the Committee and which was being referred to Members on a six-monthly basis.

Officers explained that it was important to note that some of the debt detailed in the report was not necessarily formally overdue at the time the report was written. The total debt outstanding for Former Tenancy Arrears had seen a downward trend since 2010/2011. Current collect rates stood at 84%, with write-offs being kept to an absolute minimum.

Changes introduced by the County Council to Lifeline charges would see a significant rise in the number of invoices raised, with a large number of payments being paid weekly in cash which created a significant amount of additional work for staff. Direct debit was the cheapest payment method for the Council, with cash being the most expensive option and payments under £5 possibly costing the Council more to administer than their value. Officers stated that this might, in time, create the need for a report to Members looking at the viability of weekly payments and of available payment options moving forward.

A Member who was involved with the Redditch Older People's Forum stated that the message of cost needed to be relayed to Lifeline users, with there being a lot of vulnerable elderly people who used the service. She added that if there was any way the Forum could help in this regard then it would be happy to do so and that Officers should let them know if this was the case. Officers responded that they had spoken with the manager of the Lifeline service and that conversations were ongoing in relation to payment methods.

Audit, Governance and Standards

Committee

Thursday, 3 July 2014

A query was raised on the meaning of the table contained in the report showing the total debt outstanding at the end of each financial year, along with the total number and value of new invoices raised. Officers advised that this was relatively new information which had been requested by Members. It was noted that the total debt and number of outstanding debts related to many years and were the totals at the end of each financial year. The Independent Member commented that information on the number of debtor days and any upward/downward trends in this regard might be helpful in future, for possible better control, which Officers confirmed they would look to provide in the next update report.

RESOLVED that

the report be noted.

15. PORTFOLIO HOLDER UPDATE - 2013/14 OUTTURN

The Committee received an oral update from the Portfolio Holder for Corporate Management on the 2013/14 Outturn Report.

Members were advised that the accounts for 2013/14 had been drafted and authorised by the Director of Finance for submission to the External Auditors. The draft accounts would be sent to the members of the Committee within the following week or so, for consideration at the Statement of Accounts Briefing in early September. The full audit would take place in August and the final accounts presented to the Committee for approval at the end of September.

A full report would be presented to the Executive Committee later in July on the year-end financial position and the Portfolio Holder wished to present a summary to the Committee in advance of that.

When the Council set the budget there were £550k of savings which were not fully identified. During the year budget holders and managers had been working towards the delivery of those savings whilst ensuring there was no impact on front lines services or quality.

The savings had been delivered in a number of areas including:

- Only incurring expenditure on essential items;
- Holding vacancies where there was no urgent need to recruit immediately – posts such as waste collection operatives or swimming attendants would not be kept vacant;

Audit, Governance and Standards

Committee

Thursday, 3 July 2014

- Maximising income from the Council's services – e.g. the Palace Theatre and Abbey Stadium; and
- Utilising reserves to reduce costs in the year.

The Portfolio Holder was pleased to report that in addition to the unidentified savings being delivered the final underspend for the Council was £166k. This represented an increase on the original budget projections of £250k. The underspend would be transferred to balances, which now stood at £1.2m. This was in line with a robust position to support the Council with the financial pressures it would face in the future, however there was no scope for complacency.

Whilst it would be easy to identify savings by merely cutting jobs the impact on services of any such cuts would need to be looked at closely and clearly identified, with a number of service reviews currently being ongoing. The Independent Member commented that a cause and effect risk analysis could be looked at when undertaking service reviews. The Portfolio Holder agreed and confirmed that services were continually being reviewed and streamlined, with cause and effect being included as part of the process.

A Member commented that vacant posts should be removed if they were not required and not kept aside, and that whilst monies had been raised from the sale of Threadneedle House the annual rental income from the lease for this would be lost. Officers responded that a large number of staff had moved into Threadneedle House, with the rental income for this for the last financial year being £100k.

RESOLVED that

the Portfolio Holder's update be noted.

The Meeting commenced at 7.13 pm
and closed at 9.25 pm

.....
Chair



Licensing Committee

Monday, 28 July 2014

MINUTES

Present:

Councillor Pattie Hill (Chair), Councillor Alan Mason (Vice-Chair)
Councillors Natalie Brookes, Andrew Fry and John Witherspoon

Officers:

K Barnett, D Etheridge and A May

Committee Services Officer:

P Ross

The Chair welcomed new Licensing Committee Members and A May, Licensing Officer, Worcestershire Regulatory Services to the meeting.

1. APOLOGIES

Apologies for absence were received on behalf of Councillors Gay Hopkins and David Thain.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES

RESOLVED that

the minutes of the meeting of the Licensing Committee held on 7th April 2014 be confirmed as a correct record and signed by the Chair.

.....
Chair

4. LICENSING ACT 2003 - REVIEW OF STATEMENT OF LICENSING POLICY

Following on from the meeting held on 7th April 2014 the Committee considered a report which detailed the responses received during the consultation on the draft revised Statement of Licensing Policy.

The Senior Licensing Practitioner, Worcestershire Regulatory Services (WRS) presented the report and in doing so drew Members' attention to the two responses received during the consultation, as detailed at Appendices 1 and 2 to the report.

The first response received, as detailed at Appendix 1 to the report, was sent on behalf of the Musicians' Union. The Musicians' Union was keen to ensure that the Council's Statement of Licensing Policy did not impose unnecessary burdens on licensed venues which would discourage their use for live music and therefore deny opportunities to working musicians. In response to the comments made by the Musicians' Union, Members were informed that the Statement of Policy acknowledged the deregulation of live music and other entertainment in chapter 19. The Statement of Licensing Policy made it clear at paragraph 5.1, that every application received would be treated on its own merit. Paragraph 5.3 stated that the authority would aim to carry out its licensing functions in a way that promoted tourism, increased leisure and culture provision and encouraged economic development within the Borough.

Chapter 9 in the Statement of Licensing Policy detailed that any conditions attached to licences would be tailored to the individual type, location and characteristics of the premises and events concerned. In summary officers believed that the Statement of Licensing Policy gave a fair balance between enabling the provision of live music and promoting the licensing objectives. Therefore, the comments received from the Musicians' Union would not be included in the Statement of Licensing Policy.

The second response received, as detailed at Appendix 2 to the report, was from Hereford and Worcester Fire and Rescue Service (HWFR). HWFR had suggested some minor amendments to paragraph 6.2 of the draft revised Statement of Licensing Policy, relating to the requirements on plans submitted with applications. The minor amendments suggested had been incorporated into the final version of the Statement of Licensing Policy, as detailed at Appendix 3 to the report.

Members were informed that the final version of the Statement of Licensing Policy, as detailed at Appendix 3 to the report, if

approved by Council, would be published with effect from 1st October 2014.

The Senior Licensing Practitioner, WRS responded to Members' questions with regard to advice from licensing officers to potential applicants. Applicants could seek advice on their applications from Redditch Borough Council and WRS websites, by phone call and at licensing surgeries.

The Senior Licensing Practitioner, WRS responded to Councillor A Fry in respect of how the consultation was conducted. Members were informed that the consultation process had been carried out via email, letter and the Council's website. The costs incurred would have included his time and minimal postage costs all accountable to WRS.

Further discussion followed with regard to the Home Office Guidance 'Safe Clubbing' and the employment of door safety staff licensed by the Security Industries Association (SIA).

RECOMMENDED that

The outcome of the consultation exercise be noted and that the Statement of Licensing Policy, as detailed at Appendix 3 to the report, be approved and adopted as from 1st October 2014.

5. LICENSING ANNUAL REPORT

The Committee received the Licensing Annual Report 2013/2014 which detailed the activities under the Licensing Act 2003, Gambling Act 2005 and other aspects of Licensing delivered by Worcestershire Regulatory Services on behalf of Redditch Borough Council.

The Senior Licensing Practitioner, WRS introduced the report and in doing so informed Members of the number of new licenses issued and granted by Redditch Borough Council during 2013/2014. Four new premises applications and one Temporary Event Notice had been determined by Licensing Sub-Committee (Premises) Members, as the objections raised to these applications had not been mediated out.

The report also detailed the number of premises which had continued to be licensed by Redditch Borough Council under the Gambling Act 2005. The number of licensed Hackney Carriage vehicles, Private Hire vehicles, drivers and operators.

Licensing Committee

Monday, 28 July 2014

Members were pleased to see that an update had been provided detailing the number of all new Hackney Carriage and Private Hire vehicle applicants and existing drivers who had undertaken the disability awareness training conducted by Worcestershire County Council and introduced in January 2014. At the Licensing Committee meeting held on 11th November 2013 and following the findings of the "Access for Disabled People Task Group", Members had resolved to make disability awareness training a mandatory requirement for Hackney Carriage and Private Hire vehicle drivers in the Borough; with the exception of those drivers who could demonstrate to the Council's satisfaction that they had undertaken equivalent disability awareness training.

Further discussion took place on the number of betting premises, whereby Members raised concerns with regard to a national proliferation in betting premises opening. The Senior Licensing Practitioner, WRS informed the Committee that the London boroughs had seen a proliferation in betting premises opening, this was not a problem in the Borough. Members were further informed that there was a code of practice that premises had to adhere to under the Gambling Act 2005.

The Senior Licensing Practitioner, WRS responded to Members' questions with regard to mobile scrap metal dealers and the requirement to display their licence on the windscreen of their vehicle. The Senior Licensing Practitioner agreed with Members that residents may not be aware of this requirement. It was suggested that further publicity to inform residents to look for the displayed licences would be useful and to encourage residents to report unlicensed scrap metal dealers to WRS licensing officers. It was also suggested that the publicity could be used to inform residents to contact licensed mobile scrap metal dealers to collect direct from their premises instead of leaving scrap metal on driveways. This may discourage unlicensed scrap metal dealers from collecting door to door. The Senior Licensing Practitioner informed the Committee that some unlicensed scrap metal dealers were now using transit vans, which made it difficult for the police to see what was being carried.

Councillor A Fry took the opportunity to thank officers for a good, concise informative report.

RESOLVED that

The contents of the Licensing Annual Report 2013/2014 be noted.

Licensing Committee

Monday, 28 July 2014

6. LICENSING COMMITTEE WORK PROGRAMME

The Committee noted the Licensing Committee Work Programme for 2014/2015.

The Senior Licensing Practitioner, WRS provided the Committee with a brief verbal update on the Face to Face Fundraising – Site Management Agreement with the Public Fundraising Regulatory Association (PRFA). Members were informed that a further planned visit from PFRA would be carried out in August 2014. The final Site Management Agreement would be presented to the next meeting of the Licensing Committee.

The Senior Licensing Practitioner, WRS responded to questions from Members with regard to Animal Welfare and the Deregulation Bill.

Further discussion took place on the Deregulation Bill “Taxi” clauses and the proposals to deregulate certain existing rules with regard to permitting unlicensed drivers to drive licensed private hire vehicles whilst not in use as a licensed vehicle and Hackney Carriage and Private Hire Driver licenses lasting for three years instead of the current period of one year. Members were informed that the next event for the Deregulation Bill “Taxi” would be the Committee Stage in the House of Lords on 21st October 2014.

RESOLVED that

The Licensing Committee Work Programme 2014/2015 be noted.

The Meeting commenced at 7.00 pm
and closed at 8.00 pm



Planning Committee

9th July 2014

MINUTES

Present:

Councillor Andrew Fry (Chair), Councillor Alan Mason (Vice-Chair) and Councillors Joe Baker, Roger Bennett, Natalie Brookes (substituting for Councillor Wanda King), Yvonne Smith and David Thain

Officers:

Steve Edden, Amar Hussain and Ailith Rutt

Committee Services Officer:

Jan Smyth

7. APOLOGIES

Apologies for absence were received on behalf of Councillors Michael Braley, Andrew Brazier and Wanda King.

8. DECLARATIONS OF INTEREST

No declarations of interest were made.

In respect of Planning Application 2014/115/FUL (Land adjacent Harris Close, Greenlands), Councillor Baker requested that his role as Ward Councillor for Greenlands, be noted.

9. CONFIRMATION OF MINUTES

RESOLVED that

the minutes of the meeting of the Planning committee held on 11th June 2014 be confirmed as a correct record and signed by the Chair.

.....
Chair

Planning Committee

9th July 2014

10. PLANNING APPLICATION 2014 /114/FUL – SAINSBURY'S SUPERMARKETS LTD, ALVECHURCH HIGHWAY, ENFIELD, REDDITCH, WORCESTERSHIRE B97 6RF

Minor extension and alterations to store to accommodate relocated restaurant, toilets and Explore and Learning concession, together with car park alterations and improvements

Applicant: Sainsbury's Supermarkets Ltd

Mr T Hutton, the Applicant's Agent, addressed the Committee under the Council's public speaking rules.

RESOLVED that

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

- 1) the satisfactory completion of a Section 106 Planning Obligations ensuring:
 - a) the creation of a new cycle lane on Fishing Line Road;**
 - b) provision of pedestrian signage;**
 - c) improvement works to Lydham Close underpass; and****
- 2) the Conditions set out on pages 11 to 13 of the report.**

11. PLANNING APPLICATION 2014/115/FUL – LAND ADJACENT HARRIS CLOSE, GREENLANDS, REDDITCH, WORCESTERSHIRE

Erection of 46 dwellings, garages, landscaping and associated works (Phase 3)

Applicant: Mr James Hughes

Mrs K Ventham, the Applicant's Agent, addressed the Committee under the Council's Public Speaking rules.

RESOLVED that

having regard to the Development Plan and to all other material considerations, authority be delegated to the Head of Planning

Planning Committee

9th July 2014

and Regeneration Services to GRANT Planning Permission, subject to:

- 1) the satisfactory completion of a Section 106 Planning Obligations to ensure that:
 - a) contributions are paid to the Borough Council towards the provision of space, pitches and equipped play in accordance with the Council's adopted Supplementary Planning Document (SPD);
 - b) a financial contribution is paid to the Borough Council towards the provision of wheelie bins for the new development;
 - c) contributions are paid to the County Council towards County education facilities, in accordance with the Council's adopted Supplementary Planning Document (SPD);
 - d) 18 units on the site are restricted to affordable housing in perpetuity; and
- 2) the Conditions and Informatives as set out on pages 22 to 27 of the report.

12. PLANNING APPLICATION 2014/119/COU – 25 UNICORN HILL, TOWN CENTRE, REDDITCH, WORCESTERSHIRE B97 4QR

Change of Use from A3 (Restaurant) to A5 (Takeaway) with associated works, including new shop front, new exhaust system and extended opening hours.

Applicant: Mr Umit Maman

RESOLVED that

having regard to the Development Plan and to all other material considerations, Planning Permission be GRANTED, subject to the Conditions set out or referred to on page 31 of the report.

The Meeting commenced at 7.00 pm
and closed at 7.34 pm

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CHAIR



Planning Committee

6th August 2014

MINUTES

Present:

Councillor Andrew Fry (Chair), and Councillors Joe Baker, Roger Bennett, Michael Braley, Andrew Brazier, Natalie Brookes (substituting for Councillor Alan Mason), Yvonne Smith and John Witherspoon (substituting for Councillor Wanda King)

Officers:

Steve Edden, Clare Flanagan and Ailith Rutt

Committee Services Officer:

Jan Smyth

13. ADJOURNMENT

The Chair opened and adjourned the meeting to allow Members to read two Update Reports relating to Planning Application 2014/036/FUL (B & Q DIY Supercentre, Jinnah Road, Smallwood), in regard to information that had been received subsequent to publication of the Agenda. Both Update Reports had previously been published on the Council's Website and hard copies made available to the public gallery prior to the commencement of the meeting.

The meeting reconvened at 7.20pm.

14. APOLOGIES

Apologies for absence were received on behalf of Councillors Wanda King, Alan Mason and David Thain.

15. DECLARATIONS OF INTEREST

No declarations of interest were made.

.....
Chair

Planning Committee

6th August 2014

16. CONFIRMATION OF MINUTES**RESOLVED that**

the minutes of the meeting of the Planning Committee held on 9th July 2014 be confirmed as a correct record and signed by the Chair.

17. PLANNING APPLICATION 2013/254/FUL - LAND AT UPHILL, SAMBOURNE LANE, ASTWOOD BANK, REDDITCH, WORCESTERSHIRE

Proposed demolition of 'Uphill' and erection of two detached dwellings

Applicant: Elevate Design Build

RESOLVED that

having regard to the Development Plan and to all other material considerations, Planning Permission be GRANTED, subject to the Conditions and Informatives set out on pages 9 to 11 of the main report.

18. PLANNING APPLICATION 2014/036/FUL - B & Q DIY SUPERCENTRE, JINNAH ROAD, SMALLWOOD, REDDITCH, WORCESTERSHIRE B97 6RG

Reconfiguration of the existing store to create a Class A1 (bulky goods) unit and a Class A1 foodstore, together with associated external alterations and selected car park reconfiguration

Applicants: B & Q Plc and ASDA Stores Ltd

The following people addressed the Committee under the Council's public speaking rules:

Mr M Bourgeois, objector for Kingfisher Ltd Partnership
Ms R Sidaway, objector for Town Centre Partnership
Ms P Harvey, objector on behalf of self and other local residents
Mr P Roberts, objector and local resident
Mr P Bartram – on behalf of joint Applicant Asda Stores Ltd
Ms J Sell – on behalf of joint Applicant B & Q Plc

Planning Committee

6th August 2014

RESOLVED that

this matter be DEFERRED for the Committee to have further time to consider the information provided in the two Updates on this application.

(Members were of the view that a decision on the matter be deferred to allow the Committee more time to consider the additional information provided in the two Update reports for the application.)

Following the conclusion of the above application, the meeting was adjourned for a second time at 20.35pm for a comfort break. The meeting reconvened at 20.42pm.

19. PLANNING APPLICATION 2014/105/OUT - THE PADDOCKS, ASTWOOD LANE, FECKENHAM, REDDITCH, WORCESTERSHIRE B96 6HG

Outline application with one matter (Landscaping) reserved – 6 dwellings providing housing mix of 2 x 2 bedroom, 2 x 3 bedroom and 2 x 4 bedroom accommodation

Applicant: Mrs Pat Dormer

Mrs E Mitchell, the Applicant's Agent, addressed the Committee under the Council's public speaking rules.

RESOLVED that

having regard to the Development Plan and to all other material considerations, authority be delegated to the Head of Planning and Regeneration Services to GRANT Outline Planning Permission, subject to:

- 1) The satisfactory completion of a planning obligation ensuring that:**
 - * Contributions are paid to the Borough Council in respect to off-site open space, pitches and equipped play in accordance with the Councils adopted SPD**
 - * A financial contribution is paid to the Borough Council towards the provision of wheelie bins for the new development**

Planning Committee

6th August 2014

- * Contributions are paid to the County Council towards County education facilities in accordance with the Councils adopted SPD
- * Contributions are paid towards the County Council Infrastructure Delivery Plan; and

2) the Conditions and Informatives set out on pages 37 to 41 of the main report.

20. **PLANNING APPLICATION 2014/170/FUL - 1 ELLENBROOK CLOSE, BROCKHILL, REDDITCH, WORCESTERSHIRE B97 6TB**

First floor side extension over existing garage and single storey rear extension

Applicant: Mr G O'Rourke

Mrs P Storer, objector and Mrs T O'Rourke, the Applicant, addressed the Committee under the Council's public speaking rules.

RESOLVED that

having regard to the Development Plan and to all other material considerations, Planning Permission be GRANTED, subject to the Conditions set out on pages 45 to 46 of the main report.

(Officers reported on an error in the address of the Application site, which should have read Brockhill and not Batchley.)

The Meeting commenced at 7.03 pm
and closed at 9.06 pm

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CHAIR