

additional papers 1

Council

Mon 1 Nov
2010
7.00 pm

Council Chamber
Town Hall
Redditch



www.redditchbc.gov.uk

Access to Information - Your Rights

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

Your main rights are set out below:-

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

**If you have any queries on this Agenda or any of the decisions taken or wish to exercise any of the above rights of access to information, please contact
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Welcome to today's meeting.

Guidance for the Public

Agenda Papers

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

Chair

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

Running Order

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

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

Decisions

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

Members of the Public

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

Special Arrangements

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

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

Further Information

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

Fire/ Emergency instructions

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

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

Do Not stop to collect personal belongings.

Do Not use lifts.

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

The emergency Assembly Area is on Walter Stranz Square.

Declaration of Interests: Guidance for Councillors

DO I HAVE A "PERSONAL INTEREST" ?

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

OR

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

you have a personal interest.

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

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

IS IT A "PREJUDICIAL INTEREST" ?

In general only if:-

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

and

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

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

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



Council

10th November 2010

7.00 PM

Council Chamber Town Hall

8. Executive Committee

C. To receive the decision notice and consider the recommendations and/or referrals from the following meeting of the Executive Committee:

20th October

Matters requiring the Council's consideration include:

- Council Plan 2011/14 – Part 1
- Customer Feedback Policy;
- Garden Waste Collection Service – Outcome of Trial;
- Home Repairs Assistance Policy 2010
- Regional Housing Pot - Grant Proposals; and
- Joint Committee for Worcestershire Enhanced Two Tier Regulatory Service.

(Decision Notice attached)



Executive Committee

20th October 2010

Notice of Decisions

Present:

Councillor Carole Gandy (Chair), Councillor Michael Braley (Vice-Chair) and Councillors Juliet Brunner, Greg Chance, Brandon Clayton, Malcolm Hall, Gay Hopkins, Jinny Pearce and Debbie Taylor

Also Present

Councillors Andrew Brazier

Officers:

M Bough, K Dicks, H Halls, S Hanley, S Horrobin, G Revans, A de Warr and L Williams

Committee Services Officer:

S Skinner

92. APOLOGIES

There were no apologies for absence.

93. DECLARATIONS OF INTEREST

There were no declarations of interest.

94. LEADER'S ANNOUNCEMENTS

The Leader advised that she had accepted the following matters as Urgent Business:

- Item 5 – Council Plan – Council Plan – Part 1
- Item 7 – Garden Waste – Supplementary Referral from the Overview and Scrutiny Committee
- Item 11 – Joint Committee for Worcestershire Enhanced Two Tier Regulatory Service (WETT) - Referral.

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Chair

Executive Committee

Wednesday, 20 October 2010

95. MINUTES

RESOLVED that

the minutes of the meeting of the Executive Committee held on 29th September 2010 be confirmed as a correct record and signed by the Chair.

96. COUNCIL PLAN - PART 1

RECOMMENDED that

the Vision and priorities, as set out in Appendix 1 (Paragraphs 6.1 – 6.6) of the report, be reconfirmed and the focus for the forthcoming budget round, in line with the analysis of the Council's national, regional and local context, be approved.

97. CUSTOMER FEEDBACK POLICY

RECOMMENDED that

the Customer Feedback Policy as set out in Appendix 1 to the report be approved.

98. GARDEN WASTE COLLECTION SERVICE - OUTCOMES OF TRIAL

RECOMMENDED that

- 1) subject to a publicity and consultation exercise to seek customer response on likely take up and viability of the scheme before rolling out the service further; and further report back to the Committee in due course,

Option D, as detailed at Paragraph 5.4 of the report, be the preferred option for the future of the garden waste collection service, namely:

'Stop trial in East and increase West trial to cover 10,000 properties (figures based on 10% take up)'; and

RESOLVED that

- 2) Members note the outcomes of the trial garden waste collection service to date, as detailed in the report.

(Members received a supplementary report which detailed the Overview and Scrutiny Committee's view that the service should not proceed further.

Executive Committee Members did not support this view but did amend Officers' original recommendations, as now detailed above.

The Committee indicated that, if take up was likely to be less than 10%, the service would not be sustainable; but if more than 10% could be achieved, options should be considered for a wider roll-out to areas which might benefit from the service.

It was agreed that the issue of further capital investment in equipment / bins etc. should therefore await further Committee decision. Similarly, in view of Members' revised recommendations, the possibility of sharing such a service with Bromsgrove DC would now also be considered as part of a further report.)

99. HOME REPAIRS ASSISTANCE POLICY

RECOMMENDED that

the Home Repairs Assistance Policy, attached at Appendix 1 to the report, be approved.

100. REGIONAL HOUSING POT GRANT - PROPOSALS

RECOMMENDED that

- 1) up to £30,000 of the Regional Housing Pot be transferred to the 2010/11 Capital Programme for loans to landlords of Houses in Multiple Occupation (HMO's); and**

RESOLVED that

- 2) up to £10,000 of the Regional Housing Pot be used for the purchase of appropriate management software for the Private Sector Housing Team;**
- 3) up to £50,000 of the Regional Housing Pot be used for the following strategic housing research & intelligence projects including:**
 - Private Sector Stock Condition report;**
 - Strategic Housing Market Assessment;**
 - Worcestershire Housing Strategy;**

- **Worcestershire Local Investment Plan; and**
- 4) **expenditure of up to the sum agreed by the Council at 1) above be approved in accordance with Standing Order 41, for the purposes defined in the report.**

101. OVERVIEW AND SCRUTINY COMMITTEE

RESOLVED that

the minutes of the meetings of the Overview and Scrutiny Committee held on 15th and 21st September 2010 be received and noted.

(The Committee noted that two recommended items had already been dealt with at earlier meetings of the Executive Committee.)

102. JOINT COMMITTEE FOR WORCESTERSHIRE ENHANCED TWO TIER REGULATORY SERVICE - REFERRAL

RECOMMENDED that

the Council adopt the proposed fees and charges for private water supplies as follows:

- **Risk Assessment - £40 per hour (up to £500 maximum);**
- **Investigation (each investigation) - £40 per hour (up to £100 maximum);**
- **Granting an Authorisation - £100 maximum;**
- **Sampling (each visit) - £100 maximum; and**
- **Analysing a sample**
 - **taken under regulation 10 - £25 maximum (small supplies)**
 - **taken during check - £100 maximum monitoring**
 - **taken during audit - £500 maximum monitoring**

Executive Committee

Wednesday, 20 October 2010

103. ADVISORY PANELS - UPDATE REPORT

RESOLVED that

subject to it being noted that the Grants Panel was next set to meet on 8th November 2010, the report be noted.

104. ACTION MONITORING

RESOLVED that

the report be noted.

105. EXCLUSION OF THE PUBLIC

RESOLVED that

under S.100 I of the Local Government Act 1972, as amended by the Local Government (access to Information (Variation) Order 2006, the public be excluded from the meeting for the following matter on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12(A) of the said Act, as amended:

Proposed Charity Shop – Winyates Centre – Commercial Rent Reduction Request (as detailed at Minute 106 below).

106. PROPOSED CHARITY SHOP - WINYATES CENTRE

The Committee considered terms for the commercial letting of Council premises in Winyates.

(During consideration of this item Members discussed matters that necessitated the disclosure of exempt information. It was therefore agreed to exclude the press and public prior to any debate on the grounds that information would be revealed relating to the financial or business affairs of any particular person (including the authority holding that information).)

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

Document is Restricted

