

minute book 7

# Council

Mon 7th February  
2011  
7.00pm

Council Chamber  
Town Hall  
Redditch



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



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## Council

13th December 2010

## MINUTES

### Present:

Councillor Kath Banks (Mayor), Councillor Anita Clayton (Deputy Mayor) and Councillors Peter Anderson, Michael Braley, Andrew Brazier, Michael Chalk, Simon Chalk, Greg Chance, Brandon Clayton, Jack Cookson, Andrew Fry, Carole Gandy, Adam Griffin, Malcolm Hall, Bill Hartnett, Roger Hill, Gay Hopkins, Robin King, Wanda King, William Norton, Jinny Pearce, Brenda Quinney, Mark Shurmer, Derek Taylor, Diane Thomas and Graham Vickery

### Also Present:

Mrs D Andrews (Chair, Standards Committee) and Mr M Collins (Vice-Chair, Standards Committee)

### Officers:

K Dicks, C Felton, S Hanley, A Marklew, S Skinner, J Staniland and D Sunman

### Committee Services Officer:

I Westmore

### 61. WELCOME

The Mayor opened the meeting and welcomed all present. The Mayor thanked all those who had been involved in the carol service preceding the meeting, most particularly the children from Abbeywood and Matchborough First Schools and the Bridge Choir. The Mayor's Chaplain, the Reverend Jo Musson, led the Council in prayer.

### 62. APOLOGIES

Apologies for absence were received on behalf of Councillors Juliet Brunner, Nigel Hicks and Debbie Taylor.

.....  
MAYOR, in the Chair

**63. DECLARATIONS OF INTEREST**

Councillor Malcolm Hall declared a personal and prejudicial interest in item 9 (Executive Committee) as detailed separately at Minute 69 below.

**64. MINUTES****RESOLVED that**

**the minutes of the meeting of the Council held on 1st November 2010 be confirmed as a correct record and signed by the Mayor.**

**65. COMMUNICATIONS AND MAYOR'S ANNOUNCEMENTS**

The Mayor's communications and announcements were considered under the following headings:

a) Mr Stevan Walton

The Mayor presented Mr Stevan Walton with a certificate in recognition of his sporting achievements at the Commonwealth Games in Delhi earlier in the year. Mr Walton had won gold medals in both the double trap and individual events in the clay pigeon shooting competition.

b) Mayor's Announcements

The Mayor advised that since the previous meeting of the Council she had attended various functions, including: the Council's Fireworks Extravaganza at the Arrow Valley Park on Friday, 5th November, the Opening of Stitch in Time at the Winyates Craft Centre, the League of Friends of the Alexandra Hospital AGM, Remembrance Day at the Plymouth Road cenotaph on 11th November, then the services at both St Stephen's and St George & St Mathias, Astwood Bank on Sunday, 14th November, a visit to Kohima House, 37 Signals Regiment Volunteer Reserve HQ, the Redditch Roadway Arts unveiling of "Celebration of Redditch" mural, Redditch Operatic Society's production of Beauty and the Beast, Oscars Night at The Bridge Church, Bewdley Guildhall Christmas Lights switch on, assorted Carol Services at local district centres, Bridge Church Christmas Fayre, Redditch Association for the Blind Christmas party, a reception for the Jamaican High Commissioner and the Caribbean Christmas event, an assembly at St Stephen's First School with the Leader of the Council, Kingsley College's awards evening and lastly, today the launch of the Big App in the Kingfisher Centre. Unfortunately, due to illness, the Mayor had been unable to attend Batchley Support Group's

Christmas event, the St John Ambulance Carol Concert and the Council's own Pantomime, Mother Goose, at the Palace.

c) Forthcoming events

The Mayor advised that forthcoming events included: the opening of Osprey House for NEW College, Bromsgrove District Council's carol service, the staff quiz and the Churches Together carol service in the town centre.

d) Urgent Business

The Mayor advised that she had accepted one late report, Item 8, the Executive Committee decision notice for the meeting on 2nd December.

**66. LEADER'S ANNOUNCEMENTS**

The Leader's Announcement was considered under the following heading:

Shopmobility

The Leader invited the Deputy Chief Executive to read a statement concerning the operation of the Council's Shopmobility Service. It was announced that the Council would regrettably have to cease providing this additional service on Bank Holidays and a number of Sundays leading into Christmas. The reason for this action was a reduction in the amount of funding provided by Scottish Widows, owners of the Kingfisher Centre, about which the Council had received no advance notice.

**67. LEADERS' QUESTIONS**

The Leader responded to three questions submitted in accordance with Standing Order 8A, as follows:

1. "Brockhill S106"  
(Ms Pattie Hill)

Ms Hill's question related to the full adoption of the Brockhill estate and the consequent release of Section 106 monies.

The Leader responded that the adoption process had been complex, particularly in relation to drainage matters. Officers were working to bring matters to a satisfactory conclusion whilst avoiding any detriment to the Council.

2. Housing Problems  
(Mr Luke Stephens)

Mr Stephen's question related to comments made at earlier meetings of the Council in respect of proposals to remove lifetime tenancies for those in the rented sector.

The Leader responded that whilst social housing was imperative for some sections of the community most people aspired to own their own homes and such people should be encouraged to buy starter or shared equity properties where this was an option. There was a very substantial waiting list for housing within the Borough and, although levels of homelessness were reducing over time, turnover rates were still low.

3. Social Care  
(Mr Neal Stote)

Mr Stote's question related to the recent NHS White Paper and the implications of the proposals on the provision of social care by local authorities.

The Leader responded that such matters fell within the remit of the County Council. As a consequence, the question had been passed to County Councillor Gretton, Cabinet Member for Adult Services, who would be responding in writing in due course.

**68. NOTICES OF MOTION**

A Notice of Motion had been submitted by Councillor Graham Vickery. Councillor Carole Gandy gave notice of an amendment to the Motion and so the original Motion was consequently seconded by Councillor Bill Hartnett.

The Council was advised that a system was required that allowed both Councillors and the public to access Officers in order that concerns over local highways issues might be discussed and resolved to the greater satisfaction of local residents and their elected representatives. It was contended that the infrastructure was both fallible and risky as a result of under-investment and to the detriment of local residents. It was further contended that the removal of the Highways Partnership Units had not led to an improvement of the situation.

The Leader of the Council put forward an amendment to the original Motion, noting that an Overview and Scrutiny Review of the HUB had recently been undertaken by the County Council. It was hoped that the recommendations arising out of the review might lead to the changes desired across the Borough Council and the County Council was encouraged to implement the recommendations as soon as possible. Following on from discussion of the review, it was



suggested that the most effective means of having highways issues resolved was through contact with the relevant local County Councillors. The amendment received the majority of votes and it was duly

**RESOLVED that**

**the Motion be approved in the following terms:**

***"The Council is gravely concerned about the unresponsiveness of the County Council to highway issues raised by members of the public and some Borough Councillors in Redditch as identified in the recent Worcestershire County Council Overview and Scrutiny review of the Worcestershire Hub.***

***We welcome the recommendations of the Worcestershire County Council Overview and Scrutiny review as a means of improving the responsiveness of County Council officers on highways and other issues raised by either the public or Councillors.***

***We urge the County Council to implement these recommendations as early as possible as part of a general improvement of the highways and other services for the residents of Redditch in a modern and effective system of communication.***

***The Leader of the [Borough] Council is instructed to monitor progress towards this aim and report back as appropriate during Leader's Announcements."***

**69. EXECUTIVE COMMITTEE**

Members received the minutes of the meetings of the Executive Committee held on 20th October and 10th November 2010 and the decision notice of the meeting of the Executive Committee on 2nd December 2010.

**RESOLVED that**

- 1) the minutes of the meeting of the Executive Committee held on 20th October 2010 be received and adopted;**
- 2) the minutes of the meeting of the Executive Committee held on 10th November 2010 be received and all recommendations approved, subject to:**

**in respect of Minute 112 (Climate Change Strategy) it being further RESOLVED that**

**the second recommendation to Council be amended to read “100% of the savings from the Salix project be reinvested into further climate change work following the paying back of the original loan”; and**

- 3) the decision notice of the meeting of the Executive Committee held on 2nd December 2010 be received and all recommendations approved, subject to:**

**in respect of Minute 124 (Tenant Involvement Agreement) it being further resolved that consideration of this item be deferred to the next ordinary meeting of the Council to allow Members the opportunity to consider the updated Agreement document.**

(Prior to consideration of this item, and in accordance with the requirements of Section 81 of the Local Government Act 2000, Councillor Malcolm Hall declared a personal and prejudicial interest in view of the fact that he held positions of influence on certain beneficiary organisations (Minute 125 – Voluntary and Community Sector Grants Policy).

## **70. REGULATORY COMMITTEES**

The Council received the minutes of the recent meeting of the Planning Committee and recommendations from the recent meeting of the Licensing Committee.

**RESOLVED that**

- 1) the recommendations of the Licensing Committee held on 29th November 2010 be approved; and**
- 2) the minutes of the meeting of the Planning Committee held on 9th November 2010 be received and adopted.**

## **71. ADMINISTRATIVE MATTERS - ADDITIONAL MEETING OF THE COUNCIL**

The Council considered a request that an additional meeting of the Council be convened to conduct business that required resolution prior to February 2011.

**RESOLVED that**

**an additional meeting of the Council, to be preceded by an additional meeting of the Executive Committee, be held on Monday, 10th January 2011.**

**72. ADMINISTRATIVE MATTERS- CRIME AND DISORDER  
SCRUTINY PANEL**

The Council considered a nomination to fill a vacancy on the Crime and Disorder Scrutiny Panel.

**RESOLVED that**

**Councillor Roger Hill be appointed to the Crime and Disorder Scrutiny Panel.**

**73. URGENT BUSINESS - RECORD OF DECISIONS**

There were no Urgent Business decisions under Standing Order 36 for consideration at this meeting.

**74. URGENT BUSINESS - GENERAL (IF ANY)**

There were no separate items of Urgent Business for consideration at this meeting.

The Meeting commenced at 7.05 pm  
and closed at 9.04 pm

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MAYOR, in the Chair





# Council

10th January 2011

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## MINUTES

### Present:

Councillor Kath Banks (Mayor), Councillor Anita Clayton (Deputy Mayor) and Councillors Peter Anderson, Michael Braley, Andrew Brazier, Juliet Brunner, Michael Chalk, Greg Chance, Brandon Clayton, Jack Cookson, Andrew Fry, Carole Gandy, Adam Griffin, Bill Hartnett, Gay Hopkins, Robin King, Wanda King, William Norton, Jinny Pearce, Brenda Quinney, Mark Shurmer, Debbie Taylor, Derek Taylor and Graham Vickery

### Also Present:

M Collins (Observer for Standards Committee)

### Officers:

E Baker, R Bamford, M Craggs, K Dicks, C Felton, S Hanley, A Marklew, J Pickering, S Skinner and J Staniland

### Committee Services Officer:

D Sunman

### 75. WELCOME

The Mayor opened the meeting and welcomed all present.

### 76. APOLOGIES

Apologies for absence were received on behalf of Councillors Simon Chalk, Malcolm Hall, Nigel Hicks, Roger Hill and Diane Thomas.

### 77. DECLARATIONS OF INTEREST

There were no declarations of interest.

### 78. COMMUNICATIONS AND MAYOR'S ANNOUNCEMENTS

As this was not an ordinary meeting of the Council there were not the customary Mayor's Announcements.

.....  
MAYOR, in the Chair

However, it was reported that the sad news had been received of the death of the former Mayor of the Borough and long standing Councillor, Kieth Boyd-Carpenter. Members stood and observed a minute's silence as a mark of respect.

It was noted that formal tributes would be paid to Mr Boyd-Carpenter at the next ordinary meeting of the Council.

#### **79. LEADER'S ANNOUNCEMENTS**

The Leader had no announcements to make.

#### **80. ADJOURNMENT**

**RESOLVED that**

**the meeting of the Council be adjourned to permit a meeting of the Executive Committee to be held to consider the following items:**

- **Draft Core Strategy**
- **Local Development Scheme – Update**
- **Worcestershire Waste Core Strategy and Worcestershire Local Transport Plan No 3 – Responses**
- **Job Evaluation and Terms and Conditions**
- 

(At this point – 7.06pm – the meeting adjourned and reconvened at 8.51pm.)

#### **81. EXECUTIVE COMMITTEE - RECOMMENDATIONS**

The Council considered the recommendations of the meeting of the Executive Committee held during the adjournment referred to above.

**RESOLVED that**

**the recommendations of the Executive Committee be approved, as detailed below:**

##### **Draft Core Strategy**

- 1) the Revised Preferred Draft Core Strategy (Appendix A to the report) be approved for the purposes of public consultation;**
- 2) the Sustainability Appraisal (Appendix B) for the Preferred Draft Core Strategy be approved for the purposes of public consultation;**

- 3) a consultation period be held from 21st January 2011 for six weeks; and
- 4) authority be delegated to the Acting Development Plans Manager, in consultation with the Portfolio Holder for Planning, the Leader of the Council and the Leader of the Opposition, to make any minor amendments to the Revised Preferred Draft Core Strategy and Sustainability Appraisal prior to the consultation period commencing on 21st January 2011.

**Local Development Scheme – Update**

- 5) work on the Site Allocations and Policies Development Plan Document be abandoned temporarily.

**Worcestershire Waste Core Strategy and Worcestershire Local Plan No 3 – Responses**

- 6) the response prepared to the Worcestershire Waste Core Strategy, as detailed in the Appendix to the report, be endorsed; and
- 7) the response to the Worcestershire Local Transport Plan No. 3, as detailed in the Appendix to the report, be endorsed, subject to an amendment in respect of Paragraph 4.2 (iii) of the report regarding the potential opening of bus lanes to other traffic.

**Job Evaluation and Terms and Conditions**

- 8) authority for negotiation and agreement of changes to Terms and Conditions be delegated to the Executive Director Leisure, Environmental & Community Services and Executive Director of Finance and Resources.

(This report had been accepted as a matter of Urgent Business – not having met the publication deadline – and was considered at the meeting as such, with the approval of the Chair, in accordance with the Council's constitutional rules and powers vested in the Chair by virtue of Section 100 (B) (4) (b) of the Local Government Act 1972 to agree to matters of urgency being discussed by reason of special circumstances.

In this case the special circumstances were that the report needed to be considered at the current meeting to allow implementation of the Job Evaluation Scheme to progress and to delegate powers to Officers to undertake negotiations aimed at amending a number of Terms and Condition.)

**82. URGENT BUSINESS - GENERAL (IF ANY)**

There was no separate items of Urgent Business for consideration at this meeting.

The Meeting commenced at 7.00pm  
and closed at 8.58pm

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MAYOR, in the Chair





## Executive Committee

2nd December 2010

### MINUTES

#### 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 Kath Banks and Derek Taylor

#### Officers:

R Bamford, H Bennett, J Bough, M Bough, K Dicks, C Felton, S Hanley, T Kristunas, A Marklew, J Pickering, G Revans, D Taylor and D Hancox.

#### Committee Services Officer:

S Skinner.

#### 118. APOLOGIES

There were no apologies for absence.

#### 119. DECLARATIONS OF INTEREST

There were no declarations of interest.

#### 120. LEADER'S ANNOUNCEMENTS

The Chair advised the Committee that the following items of business, scheduled on the Forward Plan to be dealt with at this evening's meeting, had been re-scheduled to a later meeting of the Committee:

- Draft Core Strategy
- Bromsgrove and Redditch Joint Core Strategies – Consultation Responses
- Local Development Scheme Update
- Fees and Charges 2011.

.....  
Chair

The Chair advised that she had accepted late circulation of the following papers:

- Item 4 – Minutes of the meeting of the Executive Committee on 10th November 2010.

Finally, the Chair also advised that she had accepted the following additional item as Urgent Business:

- Local Enterprise Partnerships.

#### **121. MINUTES**

**RESOLVED that**

**the minutes of the meeting of the Executive Committee held on 10th November 2010 be confirmed as a correct record and signed by the Chair.**

#### **122. BUDGET UPDATE 2011/12**

Officers provided a brief update on the budget situation as currently understood, pending imminent Government announcements.

Members noted that the financial announcements anticipated on 2nd December had not yet been made and that further reports to Members would be provided as soon as more was known.

**RESOLVED that**

**the report be noted.**

#### **123. NEW CEMETERY - SITE AND FUNDING**

The Committee considered potential sites for investigation as a new cemetery for the Borough. Members noted the advantages and disadvantages of sites considered to date and agreed that the proposal for the Brooklands Lane site appeared at the current time to be the best option, subject to more detailed investigation.

Members requested the insertion of the words '*up to*' the sums indicated in the decisions below, in order to confirm their interest in minimising expenditure if early investigations revealed that the site was not going to prove suitable.

**RECOMMENDED that**

- 1) a sum of up to £35,000 be allocated in the Capital Programme 2011/12 for the pre-planning permission survey works and any preliminary civil works on the chosen site so that a report can be brought to a future meeting of the Executive Committee regarding future capital funding requirements; and

**RESOLVED that**

- 2) site investigation be carried out at the Brooklands Lane site to establish its suitability as a cemetery site, prior to Members taking a final decision on the location of a new Borough Council cemetery; and
- 3) 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.

#### **124. TENANT INVOLVEMENT AGREEMENT**

The Committee received a report seeking authority to implement a new Tenant Involvement Agreement, as part of the Tenant Involvement Strategy Action Plan, previously approved by Members in December 2009.

Members generally supported the proposals, but felt some improvement could be made to the wording of some of the detail of the document. Members' comments included:

- fixing the quorum figure for Borough Tenants' Panel meetings at 4 persons;
- reference should be made to Auditing of Accounts in an appropriate and proportionate ('light touch') way only; and
- some minor rephrasing and textual amendment to improve the wording of the document, such as using the wording '*to be apolitical*' rather than '*not to be party political*' in the conduct of business".

**RECOMMENDED that**

**subject to Members' comments being incorporated, the new Tenant Involvement Agreement, attached to the report at Appendix 1, be adopted.**

#### **125. VOLUNTARY AND COMMUNITY SECTOR GRANTS POLICY**

The Committee received and approved proposed changes to the Council's Grants Policy and associated processes.

Members noted that the Overview and Scrutiny Committee had pre-scrutinised, and recommended approval of, these proposals.

The Committee thanked Officers for the report and welcomed the greater clarity the proposals brought to the Council's Grants process.

## **RECOMMENDED that**

- 1) **the updated Voluntary Sector Grants Policy attached to the report at Appendix 1 be approved;**
- 2) **the following themes and percentages of funding be allocated for the 2011/12 voluntary and community sector grants process:**
  - **Enterprising Communities - 55% = £130,000**
  - **Safe/ Clean & Green - 8% = £ 20,000**
  - **LSP theme - Health and Wellbeing - 8% = £ 20,000**
  - **LSP theme - Education - 25% = £ 60,000**
  - **LSP theme – Stronger Communities - 4% = £ 9,000;**
- 3) **£2,000 be re-allocated from the existing Grants budget for the use by the Grants Team to deliver:**
  - **workshops, networking and promotional events;**
  - **advertising and communication support;**
  - **newsletters; and**
  - **support packages; and**

## **RESOLVED that,**

**subject to the Council's approval of the above recommendations 1) & 2),**

- 4) **authority be delegated to the Head of Community Services, in consultation with the Grants Panel, to agree the allocation of community grants under the Local Strategic Partnership 'Stronger Communities' theme.**

## **126. QUARTERLY BUDGET MONITORING - QUARTER 2 - JULY TO SEPTEMBER 2010**

Members considered an overview of the budget, including the achievement of approved savings, as at the end of the second quarter of the 2010/11 financial year.

Members noted a number of variations and improvements to the position detailed in the report.

**RESOLVED that**

**the report be noted.**

**127. QUARTERLY PERFORMANCE MONITORING - QUARTER 2  
- JULY TO SEPTEMBER 2010**

The Committee considered a quarterly performance report, which showed indicators that had improved, declined or remained static when compared with the same period in the previous financial year.

Members noted the possible impact of changes to the performance monitoring regime, which indicated that the Government's set range of indicators might be reduced. However the Council might still wish to retain some indicators which were useful for the conduct of the Council's business.

**RESOLVED that**

**the report be noted.**

**128. QUARTERLY MONITORING OF THE BENEFITS SERVICE  
IMPROVEMENT PLAN - QUARTER 2 - JULY TO SEPTEMBER  
2010**

The Committee received a report on the performance of the Benefits service during the second quarter of the improvement plan.

Members were pleased to note the very good performance detailed in the report and that there had been a significant reduction in the number of complaints in this area.

The Committee congratulated Officers on their achievements.

**RESOLVED that**

**the report be noted.**

**129. QUARTERLY MONITORING OF FORMAL COMPLAINTS AND  
COMPLIMENTS - QUARTER 2 - JUNE TO SEPTEMBER 2010**

Members considered a report which detailed the Council's performance in relation to complaints and compliments recorded during June to September 2010 and the Ombudsman's Annual Review. Members noted that the Council's response to complaints was in line with national performance figures.

**RESOLVED that**

**the report be noted.**

**130. DISPOSAL OF LAND – “TEAR DROP” ADJ. A441  
 ALVECHURCH HIGHWAY**

The Committee was asked to formally declare as surplus the ‘tear drop’ site adjacent to the Abbey Stadium and Cemetery / Crematorium area. Members confirmed that it had been the Council’s intention as part of the earlier, larger-scale proposed Abbey Stadium redevelopment to offer this site for redevelopment. However, it appeared no formal decision to do this had yet been recorded.

Members re-affirmed their intention to direct the income derived from the sale towards the Abbey Stadium Redevelopment project.

Members also determined which of five offers for the site, reported in the confidential appendix to the report, should be accepted.

(There was no discussion in confidential Session.)

**RESOLVED that**

- 1) the land known as the “Tear Drop” be disposed of for the purposes detailed in the report; and**
- 2) Officers be instructed to proceed with the offer from Party E as detailed in the confidential Appendix 2 to the report.**

**131. OVERVIEW AND SCRUTINY COMMITTEE**

**RESOLVED that**

**the minutes of the meetings of the Overview and Scrutiny Committee held on 27th October 2010 be received and noted.**

**132. WORCESTERSHIRE ENHANCED TWO TIER SHARED SERVICE  
 JOINT COMMITTEE**

There were no minutes or recommendations to consider at this meeting.

**133. LOCAL ENTERPRISE PARTNERSHIPS**

The Committee considered the need for an urgent decision in respect of which Local Enterprise Partnership, of a number of such proposed partnerships, Redditch should align itself with. An

explanatory briefing note was tabled at the meeting which was also to be provided to all Council members in relation to the 13th December full Council meeting.

Members noted that it was possible to be part of more than one LEP and that local businesses, when recently surveyed, had expressed a preference to join a Worcestershire LEP. However, at this stage it was not clear whether the Worcestershire LEP would proceed.

**RECOMMENDED that**

**in order to ensure that the business and economic interests of the businesses and residents within the Borough of Redditch can be properly and adequately represented, the Council approve that Redditch Borough form part of both the Worcestershire Local Enterprise Partnership (LEP), if successful, and the Birmingham and Solihull LEP.**

(This item was accepted by the Chair for consideration by the Committee as Urgent Business, in view of the need to obtain a full Council decision before the Christmas break 2010.)

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

There were no minutes or referrals under this item.

**135. ADVISORY PANELS - UPDATE REPORT**

Members noted that a schedule of meetings had been drawn up for the Constitutional Review Working Party and Member Development Steering Group for the period up to the next Council Annual Meeting.

**RESOLVED that**

**the report be noted.**

**136. ACTION MONITORING**

Under consideration of this item, the Committee requested reinstatement of more regular reports in relation to sickness monitoring and staff vacancies.

**RESOLVED that**

**Executive**  
Committee

2nd December 2010

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subject to Members' comments, as recorded in the preamble above, the report be noted.

The Meeting commenced at 7.00 pm  
and closed at 8.55 pm

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Chair





# Executive Committee

10th January 2011

## MINUTES

### Present:

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

### Also Present:

Councillors Peter Anderson, Kath Banks, Andrew Brazier, Michael Chalk, Anita Clayton, Jack Cookson, Andrew Fry, Adam Griffin, Bill Hartnett, Robin King, Wanda King, William Norton, Brenda Quinney, Mark Shurmer, Derek Taylor and Graham Vickery and M Collins (Observer for Standards Committee)

### Officers:

E Baker, R Bamford, M Craggs, K Dicks, C Felton, S Hanley, A Marklew, S Skinner and J Staniland

### Committee Services Officer:

D Sunman

### 137. APOLOGIES

An apology for absence was received on behalf of from Councillor Malcolm Hall.

### 138. DECLARATIONS OF INTEREST

There were no declarations of interest.

### 139. LEADER'S ANNOUNCEMENTS

The Chair advised that she had accepted the following matter for consideration as Urgent Business:

#### Item 8 – Job Evaluation and Terms and Conditions Review

(Report not meeting the publication deadline)

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Chair

**140. BROMSGROVE AND REDDITCH JOINT CORE STRATEGY - CONSULTATION RESPONSES**

The Committee received a report that detailed the outcome of the Bromsgrove and Redditch Consultation on Redditch expansion, which had been conducted from 8th February 2010 to 22nd March 2010.

Members were informed that the period of consultation was conducted following the Examination in Public into the Phase Two Revision of the West Midlands Regional Spatial Strategy (WMRSS), which provided the framework and targets for the separate Core Strategies being produced by Bromsgrove District and Redditch Borough Councils. It had been recommended that 7000 dwellings be delivered to meet Redditch's growth needs up to 2026. Of those 4000 were to be delivered within Redditch's boundaries and around 3000 in Bromsgrove District.

Officers clarified the status of the WMRSS in that it continues to be part of the development plan. Members were informed that Central Government's intention would be to abolish Regional Spatial Strategies. However, Members were informed that the possibility could not be taken into account at this time.

**RESOLVED that**

**that the outcome of the Bromsgrove and Redditch Special Consultation on Redditch Expansion (as detailed at Appendix A to the report) be approved.**

**141. DRAFT CORE STRATEGY**

Members considered a report which sought endorsement of the Revised Preferred Draft Core Strategy (PDCS) and the Sustainability Appraisal, as detailed in Appendices A and B of the report respectively.

Officers reported that the Core Strategy outlines the vision, objectives and key policies that will guide Redditch Borough's development up until 2026 and reflects both national planning policy and information on matter that are important locally.

Members were informed that currently the West Midlands Regional Spatial Strategy (WMRSS) still forms part of the statutory development plan and that the Government's stated intention to abolish Regional Spatial Strategies was not a material consideration.

A lengthy discussion took place regarding the recommended housing targets that had been set for the Borough by the WMRSS.

An amendment to the Revised Preferred Draft Core Strategy relating to the suggested increase in the total number of newbuild properties under the WMRSS was proposed, seconded and defeated.

**RECOMMENDED that**

- 1) **the Revised Preferred Draft Core Strategy (Appendix A to the report) be approved for the purposes of public consultation;**
- 2) **the Sustainability Appraisal (Appendix B) for the Preferred Draft Core Strategy be approved for the purposes of public consultation;**
- 3) **a consultation period be held from 21st January 2011 for six weeks;**
- 4) **authority be delegated to the Acting Development Plans Manager in consultation with the Portfolio Holder for Planning, Leader of the Council and the Leader of the Opposition, to make any minor amendments to the Revised Preferred Draft Core Strategy and Sustainability Appraisal prior to the consultation period commencing on 21st January 2011.**

**142. LOCAL DEVELOPMENT SCHEME - UPDATE**

Members considered a report which sought agreement of a flexible timetable for the production of the Core Strategy Development Plan Document (DPD) and to temporarily abandon work on the Site Allocations and Policies in order to focus resources on the Core Strategy DPD.

**RESOLVED that**

- 1) **work towards the Publication version of the Core Strategy Development Plan Document continue, but with flexibility in the timetable for production;**

**RECOMMENDED that**

- 2) **work on the Site Allocations and Policies Development Plan Document be abandoned temporarily.**

**143. WORCESTERSHIRE WASTE CORE STRATEGY AND  
WORCESTERSHIRE LOCAL TRANSPORT PLAN NO 3 -  
RESPONSES**

Members considered a report which sought approval for:

- 1) the Council's response to the Worcestershire Waste Core Strategy; and
- 2) Redditch Borough Council and Bromsgrove District Council's response to the Worcestershire Local Transport Plan No 3 (LTP3).

Officers reported that the Council's support for the content of the Worcestershire Waste Core Strategy and would encourage the location of waste management facilities in Redditch

Officers also reported that Redditch Borough and Bromsgrove District Council's general response was supportive of the content of LTP3 but had raised a number of concerns which should be addressed by Worcester County Council (WCC) before adoption of the final plan.

In particular, Members expressed their concerns regarding the possibility of opening bus lanes to motorcycles and other traffic, a suggestion that had previously been opposed by WCC.

Members were opposed to any such move and asked Officers to liaise with Councillors Gandy and Debbie Taylor regarding an amendment to the wording to reflect the Council's wishes in this respect.

**RECOMMENDED that**

- 1) **the response prepared to the Worcestershire Waste Core Strategy, as detailed in the Appendix to the report, be endorsed; and**
- 2) **the response to the Worcestershire Local Transport Plan No. 3, as detailed in the Appendix to the report, be endorsed subject to an amendment in respect of Paragraph 4.2 (iii) of the report regarding the potential opening of bus lanes to other traffic.**

**144. JOB EVALUATION AND TERMS AND CONDITIONS**

Members considered a report on the progress of Job Evaluation and harmonisation of Terms and Conditions.

Officers advised that, although the item had been circulated as a confidential report, the matter could properly be discussed in public session providing Members did not stray into:

- discussion around Terms and Conditions that would be subject of negotiation between the authority and staff and the Unions; or
- discussion of the Terms and Conditions of individual members of staff.

Members agreed that this item should be dealt with in public session.

The Executive Director of Finance and Resources reported on the current position on implementation of the Job Evaluation Scheme and sought delegated powers to allow the Executive Director Leisure, Environmental & Community Services and the Executive Director of Finance and Resources to undertake negotiations with Union representatives and reach agreement on amended Terms and Conditions with the aim to implement by 1st April 2011.

Officers were instructed to report further to the Committee to seek a Member decision if a collective agreement could not be reached through negotiation.

**RESOLVED that**

- 1) the current position on the implementation of the Job Evaluation Scheme be noted and Officers be requested to continue to negotiate with the relevant trade unions to achieve a collective agreement; and**

**RECOMMENDED that**

- 2) authority for negotiation and agreement of changes to Terms and Conditions be delegated to the Executive Director Leisure, Environmental & Community Services and Executive Director of Finance and Resources.**

(This report had been accepted as a matter of Urgent Business – not having met the publication deadline – and was considered at the meeting as such, with the approval of the Chair, in accordance with the Council's constitutional rules and powers vested in the Chair by virtue of Section 100 (B) (4) (b) of the Local Government

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Act 1972 to agree to matters of urgency being discussed by reason of special circumstances.

In this case the special circumstances were that the report needed to be considered at the current meeting to allow implementation of the Job Evaluation Scheme to progress and to delegate powers to Officers to undertake negotiations aimed at amending a number of Terms and Condition.

The Meeting commenced at 7.07 pm  
and closed at 8.51 pm

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Chair



# Executive Committee

12th January 2011

## MINUTES

### Present:

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

### Also Present:

Councillors Roger Hill and Graham Vickery

### Officers:

J Bayley, H Bennett, K Cook, C Flanagan, S Hanley, C John, J Pickering, G Revans, L Tompkin, A Walsh and A de Warr

### Committee Services Officer:

I Westmore

## 145. DECLARATIONS OF INTEREST

Councillor Malcolm Hall declared a personal and prejudicial interest in Item 10 (Learndirect – Relocation Update) as detailed at Minute 154 below.

## 146. APOLOGIES

Apologies for absence were received on behalf of Councillor Greg Chance.

## 147. LEADER'S ANNOUNCEMENTS

The Leader advised the Committee that the following items of business, scheduled on the Forward Plan to be dealt with at this evening's meeting, had been rescheduled to a later meeting of the Committee:

- River Revetment Works – Old Forge Drive and Park Way
- Quarterly Monitoring of Sickness Absence

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Chair

The Leader also advised that she had accepted late circulation of the following item:

- Item 7 – Update of Medium Term Financial Plan 2011/12 – 2013/14.
- 

#### 148. MINUTES

In the absence of the minutes of the previous meeting, Members noted the decision notice of the meeting of the Executive Committee held on 2nd December 2010.

#### 149. EXTERNAL REFURBISHMENT OF HOUSING STOCK SHORT SHARP REVIEW - FINAL REPORT

The Chair of the External Refurbishment of Housing Stock Task and Finish Group, Councillor Graham Vickery, attended the meeting of the Executive Committee to present the Group's recommendations following its brief review of the external appearance of the Council's housing assets in the Woodrow area. Members had noted the poor external appearance of a proportion of the Council's assets and aspects of the environment in which they were located and suggested that these problems might contribute to social pressures and low aspirations amongst those living there. A number of relatively small-scale measures had been identified by the Group to help alleviate some of these difficulties and it was proposed that these could be translated to other areas of the town in due course.

Members of the Committee welcomed the report and largely endorsed both the analysis of the effect of a poor environment and the measures that were being proposed. There were concerns over several of the measures in respect of the possible cost and resource implications and Officers were requested to carry out further work on a number of the proposals. Notwithstanding these minor reservations, the Committee thanked the Group for a fine report that had the potential to improve the lives of a significant number of the town's residents.

#### **RESOLVED that**

- 1) **light colour paints be utilised to decorate garage doors to improve their visual appearance (as detailed in paragraphs 4.2 – 4.2.3 to the report);**
- 2) **the retaining wall to the rear of 1-12 Martley Close be redecorated as part of a Council arts project (as detailed in paragraphs 4.4 – 4.4.4);**



- 3) the Council ensure that, when replacing diseased and dead plants, different types of plants are introduced to ensure there is a variety of leaf colours and foliage in any given area (as detailed in paragraphs 4.6 – 4.6.3);
- 4) the remaining Section 106 money available for use on capital landscaping work in the Greenlands Open Spaces be allocated to soft landscaping work in the courtyard area located in Wishaw Close (as detailed in paragraphs 4.7 – 4.7.6);
- 5) in order to minimise the level of disruption experienced by local residents, a holistic approach to the delivery of frontline services be adopted (as detailed in paragraphs 4.8 – 4.8.2);
- 6) representatives of local schools be invited to participate in estate walkabouts (as detailed in paragraphs 4.9 – 4.9.6);
- 7) representatives of the local GP's Consortium be invited to participate in the estate walkabouts once the consortia have been introduced in 2012/13 (as detailed in paragraphs 4.10 – 4.10.4);
- 8) Worcestershire County Council Highways Officers be contacted to require them to repair the road surface entrance to Rushock Close (as detailed in paragraphs 4.12 – 4.12.4);
- 9) the Portfolio Holder for Housing, the Local Environment and Health be urged to consider the abolition of the garages in Wishaw Close as a priority case due to their bad state of repair (as detailed in paragraphs 4.13 – 4.13.3);
- 10) further information on the following matters be reported back to a future meeting of the Overview and Scrutiny Committee:

the decoration of the lintels featured on Council properties to improve the visual appearance of those properties (as detailed in paragraphs 4.3 – 4.3.2);

the Council assuming responsibility for the maintenance of small strips of land located close to private properties and public spaces in the Woodrow area (as detailed in paragraphs 4.5 – 4.5.3);

**consultation with Council tenants and owner occupiers to find out whether they would support repainting of the pebbledash properties on Ombersley Close and Rushock Close using lighter colours and, if so, which colours they would prefer to use (it being made clear to owner occupiers that this service would only be made available to them at a cost) (as detailed in paragraphs 4.11 – 4.11.5);**

**13) the report be noted.**

**150. JOINT WORCESTERSHIRE HUB TASK AND FINISH GROUP - FINAL REPORT**

The Committee received a report that had arisen out of a joint Worcestershire Scrutiny exercise that had considered the operation of the Worcestershire Hub. The report was presented by Councillor Roger Hill, the Council's representative on the Group. The exercise had been instigated following a number of issues being identified with the performance and perception of the Hub. The main focus of the review had been on identifying ways to progress the performance of the service as opposed to concentrating on any difficulties that might have existed in the past.

The review had been undertaken primarily by County Councillors, with the District representatives attending the meetings and events as non-voting co-optees. A further issue for Redditch Borough Council had been a number of largely unavoidable changes in membership from the Council over the course of the review.

It was noted that the Overview and Scrutiny Committee had considered the report previously and had had reservations over the outcome, not least because of the numbers of recommendations which had arisen, and the difficulty in trying to monitor progress against such a wide variety of measures.

**RESOLVED that**

**the report of the Worcestershire Hub Scrutiny Task and Finish Group be noted.**

**151. UPDATE OF MEDIUM TERM FINANCIAL PLAN 2011/12 - 2013/14**

Officers set out the financial position that was facing the Council at the present time, with a requirement to achieve a 26% reduction in expenditure over the next two years which was clearly a challenging target. There was an unresolved issue over money allocated for the provision of the Dial-a Ride service by the Council and it was hoped that the £400,000 concerned would be reinstated on appeal.

The Council was working on the assumption that significant shortfalls would need to be met over the next two years and that, as a consequence, there would be a number of implications. The three-year Shared Services programme was to be accelerated in order that savings could be achieved over a shorter timescale. It was also intended to draw down balances to help achieve a balanced budget for the coming financial year. The focus for 2011/12 was on efficiency and the use of balances, giving Members greater scope to consider the options for achieving a further balanced budget for 2012/13.

The Committee had before it the proposals for capital and revenue bids for the coming three years and was being asked to determine whether it considered that the bids had been accorded the correct level of priority. Members highlighted their intention to accept only those bids that were categorised as high priority bids and the only proposal for a change in prioritisation was in respect of the Solar Panels capital bid.

It was noted that the figure of £13K for the Development Training Programme in the Revenue Bids was for all three years, not just 2011/12 as stated in the report.

**RESOLVED that**

- 1) **the revenue bids 2011/12 – 2013/14 as identified in Appendix A be noted;**
- 2) **the new capital bids 2011/12 – 2013/14 at Appendix B be noted and the priority categorisation of the following bid be amended:**

**Solar Panels (POLICY AND COMMUNICATIONS) -  
upgrade from MEDIUM to HIGH; and**

- 3) **Heads of Service be requested to continue to review the budget with the aim of presenting a balanced position to the Executive Committee meeting in February 2011.**

**152. COUNCIL TAX BASE**

Members considered a report that asked them to set the Council Tax Base for the coming year, an integral part of the process for setting the Council Tax that was to be collected from the Borough's residents.

**RESOLVED that**

- 1) the calculation of the Council's Tax Base for the whole and parts of the area for 2011/12, as detailed in the Appendices to the report, be approved; and
- 2) in accordance with the Local Authorities (Calculation of Tax Base) Regulations 1992, the figures calculated by Redditch Borough Council as its tax base for the whole area for the year 2011/12 be 27,569.18 and for the parts of the area listed below be:

Parish of Feckenham	<u>367.29</u>
Rest of Redditch	<u>27,201.89</u>

**153. CUSTOMER EXPERIENCE STRATEGY 2011 - 2014**

The Committee received a report and presentation setting out the key features of a draft Customer Experience Strategy, which was highlighted as being the first joint strategy across the two Councils, Redditch Borough and Bromsgrove District Councils.

There was an Action Plan which set out the means of achieving the desired outcome and which covered four themes. These themes focused upon getting the basics of the experience right, transforming the service to meet customer needs, better understanding the customer and ensuring that staff were customer focussed.

Members welcomed the Strategy and noted that the staff working in customer services already did a very good job, often in quite challenging circumstances. It was anticipated that the success of the Strategy would be reflected in a further reduction in customer complaints.

**RECOMMENDED that**

**the Every Customer, Every Time Customer Experience Strategy, attached at Appendix 1 to the report, be approved.**

**154. LEARNDIRECT - RELOCATION UPDATE**

The Committee received an update on the situation with the Learndirect service following the decision taken in August 2010 to cease activity at the REDI Centre. Services to customers had been maintained throughout the transition period and there were currently 87 active learners enrolled through Learndirect. Officers wished to put on record their thanks to the staff for continuing to deliver a service through trying times. It was recommended that options for

the future use of the REDI Centre premises be investigated by Officers.

It was reported that the budget allocated had been sufficient to fund the transition and a decision on a new contract for Learndirect was expected in May-June of this year. Officers undertook to carry out a general satisfaction survey of new and existing users of the service, the results of which would be reported back to Members in due course. Officers also undertook to provide Councillor Debbie Taylor with further information on the redeployment of staff from the REDI Centre following the meeting.

**RESOLVED that**

- 1) **the report be noted; and**
- 2) **a full review of the property known as the REDI Centre, 54 South Street, Redditch, be undertaken by Worcestershire County Council Property Services to identify options available to the Council for Members' future consideration.**

(Prior to consideration of this item, and in accordance with the requirements of Section 81 of the Local Government Act 2000, Councillor Malcolm Hall declared a personal and prejudicial interest in view of his involvement with a group which was considering the acquisition of leasehold use of these premises, should it become available.)

**155. COUNCIL RESPONSE TO "LOCAL DECISIONS - A FAIRER FUTURE FOR SOCIAL HOUSING"**

A draft response to the Government's consultation document "Local Decisions: A Fairer Future for Social Housing" was considered by the Committee.

The consultation document highlighted a number of key proposals on matters such as the administration of housing waiting lists, flexible tenancies and closer working with tenants and local social housing providers.

It was suggested that the proposals recognised that the local authority was primarily there to provide housing for those who were unable to find accommodation through any other means. The changes were also seen as being of benefit to those who wished to downsize or otherwise alter their living arrangements where their circumstances had changed. The move to fixed term tenancies was seen as a means of increasing movement on the waiting list which would be of benefit to those who were in need of housing, in

particular groups such as young families. A contrary view was voiced which was concerned that the proposals might serve to make communities less sustainable going forward.

Members requested that the exclusion of applicants with more than £20,000 in savings from the social housing waiting list in the response to Question 17 be revisited, in order that the appropriateness of the amount and the relevance of an applicant's age or personal circumstances can be considered further.

The Committee was informed that, owing to the timescales within which the consultation response needed to be submitted, the Mayor's agreement had been sought to remove the capacity for this decision to be called in.

**RESOLVED that**

**the response to the consultation paper: Local Decisions, A Fairer Future for Social Housing be endorsed.**

**156. GARDEN WASTE COLLECTION SERVICE - OUTCOMES OF TRIAL**

The Committee received the latest update on the trial Garden Waste Collection Service. Officers reported the findings of a consultation that had been undertaken towards the end of 2010 with potential and existing customers in the west of the Borough. The level of customer feedback was very low and the views expressed ambiguous over the future provision of the service.

Members were content that the service had been trialled, customer surveys subsequently carried out and that the outcomes of these should inform the decision to discontinue the trial service. It was proposed that the Council revisit the provision of garden waste collection at some point in the future as a possible shared service.

**RESOLVED that**

**the trial service ends and that the Council revisits the garden waste collection service at a later date as a possible shared service.**

**157. REDDITCH BOROUGH COUNCIL ESTABLISHMENT - QUARTERS 1 AND 2 - APRIL TO SEPTEMBER 2010/11**

The Committee considered a report that provided an update on vacant posts within the Council's establishment. It was noted that the Council currently had very few vacant positions.

**RESOLVED that**

**the report be noted.**

## **158. OVERVIEW AND SCRUTINY COMMITTEE**

The Committee received the minutes of the meetings of the Overview and Scrutiny Committee held on 17th November and 8th December 2010.

**RECOMMENDED that**

- 1) Redditch Borough Council endorse and support the need for a Sexual Assault Referral Centre (SARC) in the West Mercia Police area;**
- 2) the Council issue a letter to the Health and Wellbeing Board highlighting the level of uncertainty for future provision of a SARC within the West Mercia Police area and the apparent gaps in the NHS White Paper *Equity and Excellence: Liberating the NHS* in this regard; and**

**RESOLVED that**

- 3) the minutes of the meetings of the Overview and Scrutiny Committee held on 17th November and 8th December 2010 be received and noted;**

## **159. SHARED SERVICES BOARD**

Progress Report

**RESOLVED that**

**the improvements to performance management and monitoring of Shared Services, outlined at Section 15 of the Progress report, be endorsed.**

(During consideration of this item, Members considered matters that necessitated the disclosure of exempt information. Given that there was no discussion of the exempt matters under consideration, exclusion of the public and press was not necessary. There is nothing exempt in this record of the proceedings.)

## **160. MINUTES / REFERRALS - OVERVIEW AND SCRUTINY COMMITTEE, EXECUTIVE PANELS ETC.**

There were no minutes or referrals under this item.

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**161. URGENT BUSINESS - RECORD OF DECISIONS**

Members noted an Urgent Business decision which had been approved in accordance with Standing Order 36, namely:

HMRS – Licence for use of Town Hall Premises  
(Decision Reference 488)

**RESOLVED that**

**the matter be noted.**

**162. ADVISORY PANELS - UPDATE REPORT**

**RESOLVED that**

**the report be noted.**

**163. ACTION MONITORING**

**RESOLVED that**

**the report be noted.**

The Meeting commenced at 7.00pm  
and closed at 10.08pm

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Chair



By virtue of paragraph(s) 4 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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# Audit & Governance Committee

24th January 2011

## MINUTES

### Present:

Councillor Bill Hartnett (Chair), Councillor Robin King (Vice-Chair) and Councillors Peter Anderson, Michael Braley, Andrew Brazier, Malcolm Hall and Roger Hill

### Also Present:

David Evans (Audit Commission)

### Officers:

T Kristunas, J Pickering and G Tanfield (Worcestershire Internal Audit Shared Services Manager)

### Committee Services Officer:

I Westmore

### 23. APOLOGIES

Apologies for absence were received on behalf of Councillor William Norton.

### 24. DECLARATIONS OF INTEREST

There were no declarations of interest.

### 25. MINUTES OF PREVIOUS MEETING

#### RESOLVED that

the minutes of the meeting of the Committee held on 28th September 2010 be confirmed as a correct record and signed by the Chair.

### 26. AUDIT COMMISSION - ANNUAL AUDIT LETTER 2009/10

The Committee received and considered the Annual Audit Letter for 2009/10 as prepared by the Council's external auditors.

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Chair

# **Audit & Governance Committee**

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The Letter provided a generally positive assessment of the Council's performance during the past financial year. It was noted that performance in the delivery of services was improving whilst the Council was also making significant savings against its original expenditure budget.

An unqualified opinion had been issued on the accounts of the authority in September 2010 and the Value for Money conclusion for the authority was also unqualified as the Council had been determined to have adequate arrangements to secure economy, efficiency and effectiveness. Unlike in previous years, however, a scoring system had not been used to assess the VFM conclusion. With the changes announced to the Audit Commission, work on VFM had been circumscribed and the assessment limited to whether arrangements were either adequate or inadequate.

The Letter noted the shared arrangements that had been put in place between Redditch Borough Council and Bromsgrove District Council and the likelihood that these arrangements would result in significant financial savings to the Council. The early adoption of these arrangements demonstrated the preparedness of the Council for the financial constraints that had come into effect over the past year or more. The letter did acknowledge that these arrangements were, likewise, one of the most significant areas of challenge and risk to the Council going forward.

Members noted that the Letter for 2009/10 contained just three recommendations. The efforts of staff involved in achieving this positive report were acknowledged. In response to further questions, the external auditor explained that the lack of advice for the future was essentially dictated by the restrictions placed upon the Audit Commission by the audit preparation rules within which they operated. The Committee was also informed that the Council had a sound balance sheet from the perspective of the Audit Commission, although the judgement as to whether the Council had too high levels of borrowing did not take account of how realisable were the Council's assets.

## **RESOLVED that**

**the recommendations included within the Annual Audit Letter 2009/10 be noted.**

## **27. AUDIT COMMISSION - PROGRESS REPORT**

The Council's external auditor presented a brief update on local and national matters that might be of interest to the Committee.

# **Audit & Governance Committee**

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The planning of the audit work for the 2010/11 financial year was in progress and Members were made aware of changes in criteria for the coming year.

The Committee was made aware of the level of rebate for the 2010/11 audit fee that the Council could expect. The level of rebate identified in the report under-reported the overall level of rebate from the Commission to Local Government bodies more generally.

Members were informed of the moves that were being made to create a mutual business that would operate as an independent audit practice beyond the abolition of the Audit Commission.

## **RESOLVED that**

**current progress as presented in the report be noted.**

### **28. INTERNAL AUDIT – AUDIT QUARTERLY OUT-TURN STATEMENT FOR THE PERIOD OF 1ST APRIL 2010 TO 30TH NOVEMBER 2010**

Officers provided an update on the progress of the internal audit team against the programme of planned work for 2010/11. The Committee was informed that the team was behind schedule on the planned work, primarily as a result of the team having an un-filled vacancy and a member of staff having a period of long-term sickness absence. The time taken to complete ongoing audits had contributed to the slippage on the programme.

It was brought to Members' attention that chargeable and non-chargeable time had been differentiated for the first time in a report to this Committee. This differentiation had formed part of the original shared service agreement between the participating authorities. Chargeable time was charged to the Council but it was clearly in the interests of the service as a whole and the participating Councils to reduce the amount of non-chargeable time allocated to Officers.

The holding back of the work on financial services until the last quarter of the financial year was highlighted. Members were informed that this was planned and that it was considered best practice to carry out financial audits late in the year in order that the greatest assurance could be provided to management and external audit.

# **Audit & Governance Committee**

24th January 2011

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Members were concerned that recommendations should be acted upon following the completion of audits. Officers informed the Committee that it was intended to procure specific audit software that would provide prompts to actioning Officers and other tiers of management in a process of escalation and that a recommendation tracker would be presented to the Committee henceforward.

**RESOLVED that**

**the report be noted.**

**29. REVISED AUDIT ANNUAL PLAN 2010/11**

Following on from the previous item, Members were presented with a revised audit plan for the present year which sought to address the slippage which had previously been identified.

The revised plan had been developed in consultation with senior management and took a more risk-focussed approach to the programme of planned work. The financial implication of this change would be a saving to the Council but it was stressed that the plans were not considered to be a diminution of the service provided as the emphasis would be very much on quality rather than quantity.

**RESOLVED that**

**the report be noted.**

**30. PROVISIONAL AUDIT ANNUAL PLAN FOR 2011/12**

In presenting the provisional programme of planned audit work for the 2011/12 financial year, Officers drew attention to a further reduction in the planned number of audit days. Submission of the provisional programme at this stage presented Members with the opportunity to have input into the programme, with the finalised programme being presented to Members at the next meeting of the Committee.

The key to reducing the numbers of days in the audit plan was reported to be an increasing focus on higher-risk areas and the reduction of time spent auditing systems which were considered immaterial. Heads of Service had been involved in discussions with audit managers over the final content of the provisional programme and consensus had been reached as to the content. Officers added that the Council, alongside the other participating authorities, had opted to achieve a 25% reduction in expenditure on internal audit

# **Audit & Governance Committee**

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following the agreement of central Government funding to local authorities in December 2010. However, it was stressed that this saving was based on a contingency being made available to the service in Redditch to fund additional work should this prove necessary. This would be over and above the existing contingency built into the provisional programme and contingency could also be borrowed from that allocated to other Councils.

Members were keen that the effect of reducing the number of audit days so significantly be monitored going forward to ensure the reduction in activity was not to the detriment of the authority. It was reported by Officers that a monitoring statement would be submitted to each meeting of the Committee but that they were confident that the service would prove resilient. Further to this point, it was highlighted that the service, when taken as a whole across the County, would have a bigger pool of expert auditors to call upon. The use of internal auditors from other Councils was also seen to have benefits in terms of bringing a fresh perspective to the systems being audited and reducing any tendency towards cosy complacency. A particular strength of the new system would be an increase in the numbers of IT specialists available to the Council.

Members mentioned the work that had been undertaken previously in terms of the boosting of management capability by the internal audit team. It was confirmed that there would still be scope for advisory or consultancy work within the programme.

## **RESOLVED that**

**subject to the comments outlined above, the provisional programme of planned audit work for 2011/12 be approved.**

### **31. INTERNAL AUDIT PROGRESS REPORT**

The Committee considered an update to Members regarding the audits completed in the period June to November 2010.

The primary concern of Members was that certain problems tended to recur year after year which might hint at wider organisational issues. Officers undertook to address the issue of such recurrent problems through consideration by senior management at Corporate Management Team. Where such issues were related to income recovery, it was also noted that Council inaction in this area could have reputational risks for the Council as well as setting a poor precedent.

## **RESOLVED that**

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the report be noted.

**32. TREASURY MANAGEMENT STRATEGY, PRUDENTIAL INDICATORS AND MINIMUM REVENUE PROVISION POLICY FOR 2011/12**

Officers explained that this report, which was produced and considered on an annual basis had previously been considered by the Executive Committee. However, given the raised profile of treasury management in recent years following the collapse of a number of banks, it was considered that the subject required closer scrutiny, hence why it had been submitted to the Audit and Governance Committee.

It was reported that Redditch Borough Council had maintained a relatively low-risk investment policy in recent years with no investments extending beyond 364 days and the majority of borrowing taking place mainly from other local authorities. The Council was a net borrower with a capital programme largely funded by borrowing and it was not anticipated that this situation would change.

Members noted that it currently cost £1M to service the Council's debt. Whilst this figure was not a major burden upon the Council, it was made clear that this level of debt repayment did limit the scope to fund other, additional services through the Council's revenue spending.

It was suggested that the Council might not be obtaining the best return on its investments through its policy of short-term lending. Officers commented that higher rates of return were generally associated with increased levels of risk to the Council, but an undertaking was made to investigate risks and benefits in the conversion of short term borrowing to long.

**RECOMMENDED that**

**subject to the comments in the preamble, above, the Treasury Management Strategy, Prudential Indicators and Minimum Revenue Provision Policy for 2011/12 be approved.**

**33. COMMITTEE WORK PROGRAMME 2010/12**

**RESOLVED that**

**the programme of future work for the Committee be noted.**



**Audit &  
Governance**  
Committee

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24th January 2011

The Meeting commenced at 7.00 pm  
and closed at 8.59 pm

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Chair





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# LICENSING

## Committee

17th January 2011

### MINUTES

#### Present:

Councillor Michael Braley (Chair), Councillor Anita Clayton (Vice-Chair) and Councillors Michael Chalk, Simon Chalk, Jack Cookson, Andrew Fry, Carole Gandy, Adam Griffin, Bill Hartnett, Robin King, Wanda King, Jinny Pearce, Brenda Quinney and Roger Hill

#### Also Present:

Inspector Ian Joseph, West Mercia Constabulary

#### Officers:

C Flanagan and S Garratt, M Kay (Licensing Team Manager) and S Wilkes (Business Manager, Community Protection)

#### Committee Officer:

Ivor Westmore

#### 27. APOLOGIES

Apologies for absence were received on behalf of Councillors Kath Banks and Nigel Hicks. Councillor Roger Hill substituted for Councillor Kath Banks.

#### 28. DECLARATIONS OF INTEREST

There were no declarations of interest.

#### 29. MINUTES

##### RESOLVED that

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

#### 30. LICENSING ACT REVIEW

Officers presented a review of the functions carried out in relation to the Licensing Act 2003 by the Council as local Licensing Authority over the last year. A comparison of a number of the key measures

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Chair

# LICENSING

## Committee

17th January 2011

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such as complaints of under 18's being sold alcohol, smoking on licensed premises or noise and disorder related issues for the previous two years indicated that there were very few instances of these difficulties and that the situation was generally stable. This data, taken alongside feedback from Officers, demonstrated that key messages continued to be adopted by those operating licensed premises. Smoking on licensed premises had not been the subject of any complaints, for example.

The Licensing Authority reviewed the premises licence of one licensed premises during the course of the year following complaints of under-age sales of alcohol. This had resulted in the Designated Premises Supervisor being changed, staff having to undergo ongoing training and adoption of the 'Challenge 25' scheme.

The Business Manager, Community Protection, Worcestershire Regulatory Service, provided an update on his team's activities during the course of the previous year. Details were provided of test purchase attempts across the County and within the Borough for both on- and off-licence premises. Failure rates had proved to be significantly higher for public houses as opposed to off-licence retailers which would inform future test purchase and enforcement activity. The need for close working between the Licensing Authority, Police and Trading Standards was emphasised, given the need to ensure that all such activity was intelligence-led.

Inspector Ian Joseph of West Mercia Constabulary provided an update on the Police's activity in relation to licensing matters over the previous year. It was noted, initially, that attendance generally at licensed premises had been reduced towards the end of 2010 and over the holiday period. This had led to one of the local night-clubs reducing its days of operation which had the potential to reduce the detriment to other aspects of policing. The use of drinks promotions and longer opening hours continued to be monitored by the Police and a number of interventions had been made during the course of the year where there was concern at the implications of specific proposals. There had been some Police activity to try and curb instances of drinking among the under 18's, which was often linked to anti-social behaviour.

Inspector Joseph provided a brief update on organisational developments within the West Mercia force, particularly as they affected Licensing. No final decisions had yet been made on proposals but it was expected that there would be two Community Safety Hubs serving the whole Force area. It was also expected that the present police licensing function for the Redditch area would be removed with licensing functions falling back to the local

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## Committee

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forces to deliver as a consequence. There was some concern amongst Members at the move away from Divisional to Headquarters staffing of the Licensing function and Members sought and received an assurance that they would receive updates on progress with these changes.

The Committee endorsed the current practice of receiving six-monthly monitoring reports from the Police and Community Protection teams.

### **RESOLVED that**

**the annual report on the Licensing Act 2003 be noted.**

#### **31. HACKNEY CARRIAGE - FARE TARIFF**

Officers presented a report which sought Members' consideration as to whether fares for the hiring of Hackney Carriages within the Borough should be altered and, if so, to what extent.

The Committee was informed that, since preparing the report, Officers had been made aware through the Taxi Forum that drivers wished to see an increase to help defray the rising cost of fuel in particular. Any increase implemented by the Authority would not oblige Hackney Carriage drivers to have their meters recalibrated to this higher fare level but it would provide the scope for them to have this done should they wish.

Members considered that the 6% increase which was now being recommended by Officers was quite reasonable given the circumstances. There was some concern that a proportion of drivers who did not recalibrate their meters charged on the basis of what customers ordinarily paid, but Officers did provide an assurance that checks were made on non-recalibrated meters on an annual basis. In addition, there were reported to be few complaints of such occurrences.

### **RECOMMENDED that**

- 1) there be an increase in the Hackney Carriage fare rates in line with the current Retail price Index as detailed in paragraph 5.1 of the report and advertised as required under the Local Government (Miscellaneous Provisions) Act 1976; and**
- 2) authority be delegated to the Head of Environment, in consultation with the Chair of the Licensing Committee:**

# LICENSING

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- (i) to consider any objections received, following public advertisement; and
- (ii) to modify the fare rates or confirm the fare rates unmodified, as appropriate; and
- (iii) to set a date when the fare rates shall come into operation in line with the statutory requirements as set out in paragraph 3.4 and 3.5 of the report.

## 32. LICENSING COMMITTEE WORK PROGRAMME - 2010-2012

Members noted that a number of the scheduled meeting might subsequently not be convened as the regular activities of the Committee did not require much beyond two or three meetings each year. Aside from the meetings at which regular reports on the Licensing Policy or the Licensing Act 2003 were received, it was acknowledged that additional meetings were dependant on sufficient business being available.

**RESOLVED that**

**the Work Programme for the Committee be noted.**

The Meeting commenced at 7.00pm  
and closed at 7.50pm

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Chair



# Planning Committee

7th December 2010

## MINUTES

**Present:**

Councillor Michael Chalk (Chair), and Councillors Peter Anderson, Kath Banks, Bill Hartnett, Roger Hill, Wanda King, Michael Braley (substituting for Councillor Brandon Clayton) and Malcolm Hall (substituting for Councillor Nigel Hicks)

**Also Present:**

Councillors Simon Chalk and Graham Vickery (public speakers) and Adam Griffin (in the public gallery)

**Officers:**

R Bamford, S Edden, A Hussain and A Rutt and S Skinner

**Committee Services Officer:**

I Westmore

**56. APOLOGIES**

Apologies for absence were received on behalf of Councillors Brandon Clayton, Nigel Hicks and Robin King.

**57. DECLARATIONS OF INTEREST**

Councillors Bill Hartnett and Roger Hill declared personal and prejudicial interests in relation to Planning Application 2010/253/FUL (Former Marfield Farm First School, Redstone Close, Church Hill North, Redditch) as detailed separately at Minute 60 below. Councillor Adam Griffin, in the public gallery, similarly declared a personal and prejudicial interest in this matter, also as detailed separately at Minute 60.

Councillor Chalk later declared a personal interest in respect of Planning Application 2010/254/FUL (Land adjacent to First House, Lady Harriet's Lane, Redditch) in view of his close personal relationship to one of the speakers on that application, Councillor Simon Chalk.

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Chair

**58. CONFIRMATION OF MINUTES**

**RESOLVED that**

**the minutes of the meeting of the Committee held on 9th November 2010 be confirmed as a correct record and signed by the Chair.**

**59. PLANNING APPLICATION 2010/210/OUT - FORMER DINGLESIDE MIDDLE SCHOOL, ADJACENT OPEN SPACE AND GARAGES TO REAR OF NOS. 1 TO 11 AUXERRE AVENUE, WOODROW NORTH**

Outline Planning Application for Residential Development (Use Class C3) with all Matters Reserved

Applicant: Worcestershire County Council

Mr R Pugh and Councillor G Vickery, Objectors, Mr M Williams, Agent for the Applicant and Mr I Heather, 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,**

- 1) authority be delegated to the Head of Planning & Regeneration to GRANT planning permission subject to:**
  - a) the applicant entering into a Section 106 planning obligation ensuring that at least 40% of the units are to be provided as affordable housing in perpetuity; the Borough Council and/or the County Council, as appropriate, are paid appropriate contributions in relation to the development for sports facilities, play areas and open space enhancement in the locality being provided and maintained; and**
  - b) the conditions and informatives summarised in the report and the following additional conditions:**
    - “7. The peripheral land along the northern edge of the site, to the south of Throckmorton Road, to be retained as open space, excluding that area of land at the rear of 1-11 Auxerre Avenue which is the subject of a Supplementary Planning Document.**



8. The peripheral land along the southern and eastern edges of the site, adjacent to Woodrow North to be retained as open space.
  9. Mature trees and hedgerows to be identified and retained.”
2. in the event that the planning obligation cannot be completed by 30th January 2011, authority be delegated to Officers to:
- a) refuse the application on the basis that without the planning obligation the proposed development would be contrary to policy and therefore unacceptable owing to the resultant detrimental impacts it would cause to community infrastructure by a lack of provision for their improvements; and that at least 40% of the dwellings could not be restricted to use for affordable housing in line with current policy requirements; and
  - b) in the event of the applicant resubmitting the same or a very similar application with an acceptable and completed S106 legal agreement attached, authority be delegated to the Head of Planning & Regeneration to GRANT planning permission subject to the conditions stated in this report and any subsequent update report and any conditions agreed at the determining Planning Committee meeting.
60. **PLANNING APPLICATION 2010/253/FUL - FORMER MARLFIELD FARM FIRST SCHOOL, REDSTONE CLOSE, CHURCH HILL NORTH**

Proposed residential development consisting of 39 No. two bed, 16 No. three bed, 3 No. four bed homes and 21 No. two bed flats  
Applicant: Accord Housing Association

Ms Kelham and Councillor R Hill, Objectors and Mr P Rouse, Agent for 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,**

- 1) **authority be delegated to the Head of Planning & Regeneration to GRANT planning permission subject to:**

- a) the applicant entering into a Section 106 planning obligation ensuring that 69 out of the 79 units are for the provision of affordable housing in perpetuity; the Council being paid appropriate contributions in relation to education (for the 10 units that would be for sale), and the development for pitches, play areas and open space provision in the locality being provided and maintained;
  - b) the conditions and informatives summarised in the report and the following additional condition:
    - “14. Details of wheel washing apparatus to be submitted to and approved in writing by the Local Planning Authority, prior to the development works commencing on site”;
- 2) in the event that the planning obligation cannot be completed by 17th January 2011, authority be delegated to Officers to:
- b) refuse the application on the basis that, without the planning obligation, the proposed development would be contrary to policy and therefore unacceptable owing to the resultant detrimental impacts it would cause to community infrastructure by a lack of provision for their improvements; and that at least 40% of the dwellings could not be restricted to use for affordable housing in line with current policy requirements; and
  - b) in the event of the applicant resubmitting the same or a very similar application with an acceptable and completed S106 legal agreement attached, authority be delegated to the Head of Planning & Regeneration to GRANT planning permission subject to the conditions stated in this report and any subsequent update report and any conditions agreed at the determining Planning Committee meeting.

(Prior to consideration of this item, and in accordance with the requirements of Section 81 of the Local Government Act 2000, Councillors Adam Griffin, Bill Hartnett and Roger Hill declared personal and prejudicial interests as all were Board Members of Redditch Cooperative Homes and additionally of Accord Housing Association (Councillor Hartnett) or were acting on behalf of residents of their Ward and so were exercising their right to speak

as a Ward member (Councillor Hill) and took no part in the debate or voting on this item).

**61. PLANNING APPLICATION 2010/254/FUL - LAND ADJACENT TO FIRST HOUSE, LADY HARRIETS LANE, REDDITCH**

Erection of a single detached two storey house

Applicant: Mr S Walsh

Councillor S Chalk, representing a number of local residents, Objector and Mr P Walsh, Supporter, 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 and informatives as summarised in the report, with the exception of Condition 8 (Bat roost opportunities / bat boxes) which was deleted.**

(Prior to consideration of this item, and in accordance with the requirements of Section 81 of the Local Government Act 2000, Councillor Michael Chalk declared a personal interest in view of his close personal relationship to one of the public speakers, Councillor Simon Chalk.)

**62. PLANNING APPLICATION 2010/266/FUL - 12 BOULTONS LANE, CRABBS CROSS**

Conservatory to the rear of the dwelling

Applicant: Mr Stanley Crumpton

**RESOLVED that**

**having regard to the Development Plan and to all other material considerations, planning permission be GRANTED subject to conditions summarised in the report and the following informative:**

**“Reason for approval.”**

(It was noted that the Application Number included in the report had been erroneously given as 2010/268/FUL rather than 2010/266/FUL)

# Planning Committee

7th December 2010

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**63. PLANNING APPLICATION 2010/270/COU - CAFFE NERO, 15-17  
EVESHAM WALK, TOWN CENTRE**

Change of use of public highway to street café area

Applicant: Nero Holdings Ltd.

**RESOLVED that**

**having regard to the Development Plan and to all other material considerations, planning permission be REFUSED for the following reason:**

**“The proposed development is likely to lead to pedestrian conflict at this busy thoroughfare which links Market Place with the Kingfisher Shopping centre to the detriment of amenity and highway safety. As such, the proposals would be contrary to National Planning Guidance contained within PPG.13 (Transport).”**

The Meeting commenced at 7.00pm  
and closed at 9.05pm

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Chair



# Planning Committee

4th January 2011

## MINUTES

### Present:

Councillor Michael Chalk (Chair), Councillor Nigel Hicks (Vice-Chair) and Councillors Peter Anderson, Brandon Clayton, Adam Griffin (substituting for Councillor Kath Banks), Bill Hartnett, Roger Hill, Robin King and Wanda King

### Also Present:

M Collins (observer for Standards Committee)

### Officers:

R Bamford, A Hussain, A Rutt and S Skinner

### Committee Services Officer:

J Smyth

### 64. APOLOGIES

An apology for absence was received on behalf of Councillor Kath Banks.

### 65. DECLARATIONS OF INTEREST

There were no declarations of interest.

### 66. CONFIRMATION OF MINUTES

**RESOLVED that**

**the minutes of the meeting of the Committee held on 7th December 2010 be confirmed as a correct record and signed by the Chair.**

.....  
Chair

**67. PLANNING APPLICATION 2010/275/COU –  
30 HEWELL ROAD, REDDITCH**

Change of use of retail warehouse unit into restaurant (A3 use)

Applicant: Mr G Singh

**RESOLVED that**

**having regard to the Development Plan and to all other material considerations, Planning Permission be REFUSED for the reason stated in the main report and a further additional reason, namely:**

- “1) the lack of car parking spaces to serve the proposed development would lead to ad hoc, on-street parking, which in this location, adjacent to a busy mini-roundabout, is likely to be of detriment to highway safety. As such, the proposed development would be contrary to National Planning Guidance contained within PPG13 (Transport) and Policy C(T),12 & Appendix H of the Borough of Redditch Local Plan No. 3; and**
- 2) the proposal would represent inappropriate development having regard to the site’s location within an area designated for Primary Employment generating uses under the terms of Policy E(EMP).3 of the Local Plan. In addition, the development would be contrary to Policy E(TCR).12 of the Borough of Redditch Local Plan, which seeks to restrict new restaurant uses to the defined Town Centre, Peripheral Zone or District Centres, owing to their more sustainable location and in the interests of protecting amenity.”**

(In respect of the inclusion of the additional reason for refusal, Members were concerned as to the appropriateness of an A3 use being located in a designated Primarily Employment Area.

In response to Members’ views, Officers highlighted Policy E(TCR).12 which supports A3 uses being located in Town Centres, the peripheral zone and District Centres. Members were advised that, if they were so minded, they might wish to consider a second reason for refusal on the grounds that the proposed use would also be contrary to this specific Policy.)

**68. PLANNING APPLICATION 2010/280/FUL –  
137 TO 141 EVESHAM ROAD, HEADLESS CROSS**

Change of use of groupd floor nos. 137 – 139 Evesham Road from A1 (Retail) to A3/A5 (Restaurant and Hot Food Takeaway), new shop front, ground floor rear extension and creation of 3 no. flats over nos. 137 – 141 Evesham Road  
Applicant: Mr LN Theodorou

Mr S Vick, Supporter and Mr Hanson, on behalf of 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 REFUSED, for the following reason:**

**“The proposed residential properties would represent an over-intensive form of development, with the scheme providing an inadequate level of communal amenity space for occupiers of the proposed scheme to the detriment of residential amenity. As such, the proposals would fail to comply with Policy B(HSG).6 of the Borough of Redditch Local Plan No. 3 and the Council's adopted Supplementary Planning Guidance 'Encouraging Good Design'.”**

(In respect of the deletion of Refusal reason 1, as recommended by Officers in the main report, Members' views were that, on balance, the harm caused from a vacant unit was greater than this ancillary A3 use, which would be discouraged by the relevant Local Plan policies. This was informed by consideration of the character of and uses within the wider Headless Cross area.)

**69. ENFORCEMENT REPORT 2010/010/ENF –  
4 CHURCH GREEN WEST, TOWN CENTRE**

Non-compliance with a Section 215 Notice

**RESOLVED that**

**in relation to a breach of Planning Control, namely the failure to comply with the requirements of a Section 215 Notice, authority be delegated to the Head of Legal, Equalities and Democratic Services, in consultation with the Head of Planning**

# Planning Committee

4th January 2011

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**and Regeneration, to instigate legal proceedings in the  
Magistrates' Court, if deemed necessary.**

The Meeting commenced at 7.00 pm  
and closed at 8.18 pm

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CHAIR