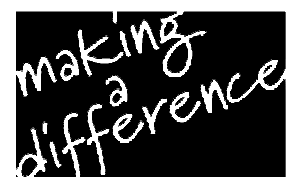


Overview and Scrutiny Committee

Tuesday, 26th July,
2011
7.00 pm

Committee Room Two
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

**Jess Bayley and Michael Craggs
Overview and Scrutiny Support Officers**

**Town Hall, Walter Stranz Square, Redditch, B98 8AH
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Minicom: 595528**

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).



Overview and Scrutiny Committee

Tuesday, 26th July, 2011

7.00 pm

Committee Room 2 Town Hall

Agenda

Membership:

Cllrs: P Mould (Chair) Bill Hartnett
Mark Shurmer Gay Hopkins
(Vice-Chair) Alan Mason
Peter Anderson Brenda Quinney
Andrew Brazier Luke Stephens
Simon Chalk
Andrew Fry

1. Apologies and named substitutes	To receive apologies for absence and details of any Councillor (or co-optee substitute) nominated to attend this meeting in place of a member of this Committee.
2. Declarations of interest and of Party Whip	To invite Councillors to declare any interest they may have in items on the Agenda and any Party Whip.
3. Minutes (Pages 1 - 12)	To confirm the minutes of the most recent meeting of the Overview and Scrutiny Committee as a correct record. (Minutes attached) (No Specific Ward Relevance);
4. Actions List (Pages 13 - 14)	To note the contents of the Overview and Scrutiny Actions List. (Report attached) (No Specific Ward Relevance);
5. Consideration of Executive Committee Minutes and Scrutiny of the Forward Plan (Pages 15 - 20)	To consider the content of the minutes from the latest meeting of the Executive Committee and also to consider whether any items on the Forward Plan are suitable for scrutiny. (Executive Minutes attached). (No Specific Ward Relevance);

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<p>6. Task & Finish Reviews - Draft Scoping Documents</p>	<p>To consider any scoping documents provided for possible Overview and Scrutiny review.</p> <p>The following reviews have been proposed for the Committee's consideration:</p> <ul style="list-style-type: none">a) Facilities for Disabled People – Councillor A Masonb) Improving Rates of Recycling – Councillor G Hopkins <p>(Reports attached and available separately)</p> <p>(No Specific Ward Relevance);</p>
<p>7. Task and Finish Group Update Reports</p>	<p>To receive updates on the progress of the following ongoing Task and Finish Group reviews</p> <ul style="list-style-type: none">a) Promoting Sports Participation – Chair, Councillor Luke Stephens; andb) Youth Service Provision – Chair, Councillor Simon Chalk. <p>(Oral reports)</p> <p>(No Specific Ward Relevance);</p>
<p>8. Health Overview and Scrutiny Committee Update</p> <p>Councillor Brenda Quinney</p>	<p>To receive a verbal update on the recent work of the Worcestershire Health Overview and Scrutiny Committee.</p> <p>(Oral report).</p> <p>(No Specific Ward Relevance);</p>
<p>9. Crime and Disorder Scrutiny Panel - Update Report</p> <p>Councillor Bill Hartnett</p>	<p>To receive an update report from the Chair of the Crime and Disorder Scrutiny Panel on the latest meeting of the panel, which took place on Tuesday 19th July.</p> <p>(Report to follow).</p> <p>(No Specific Ward Relevance);</p>
<p>10. Town Centre Landscape Improvements - Pre-Scrutiny</p> <p>L Hadley, Planning Officer</p>	<p>To consider a report on town centre landscape improvements.</p> <p>(Report to follow)</p> <p>(Abbey Ward);</p>

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<p>11. Waste Collection Rates S Horrobin, Waste Management Manager</p>	<p>To consider a report containing further information on waste collection rates in Redditch as requested by the Committee. (Report to follow) (No Specific Ward Relevance);</p>
<p>12. Consolidated Revenue Outturn - Financial Year 2010/11 (Pages 21 - 44) J Pickering - Exec Director (Finance and Corporate Resources)</p>	<p>To consider the Council's overall financial outturn for the 2010/11 financial year. (Report attached) (No Specific Ward Relevance);</p>
<p>13. Referrals</p>	<p>To consider any referrals to the Overview & Scrutiny Committee direct, or arising from:</p> <ul style="list-style-type: none">• The Executive Committee or full Council• Other sources. <p>(No separate report). (No Specific Ward Relevance);</p>
<p>14. Work Programme (Pages 45 - 50)</p>	<p>To consider the Committee's current Work Programme, and potential items for addition to the list arising from:</p> <ul style="list-style-type: none">• The Forward Plan / Committee agendas• External publications• Other sources. <p>(Report attached) (No Specific Ward Relevance);</p>

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15. Exclusion of the Press and Public

Should it be necessary, in the opinion of the Borough Director, during the course of the meeting to consider excluding the public from the meeting on the grounds that exempt information is likely to be divulged, it may be necessary to move the following resolution:

“That, under S.100 (A) (4) of the Local Government Act 1972, the public be excluded from the meeting for the following matter(s) on the grounds that it/they involve(s) the likely disclosure of exempt information as defined in the relevant paragraphs (to be specified) of Part 1 of Schedule 12 (A) of the said Act”.

These paragraphs are as follows:

Subject to the “public interest” test, information relating to:

- Para 1 – any individual;
- Para 2 – the identity of any individual;
- Para 3 – financial or business affairs;
- Para 4 – labour relations matters;
- Para 5 – legal professional privilege;
- Para 6 – a notice, order or direction;
- Para 7 – the prevention, investigation or prosecution of crime;

may need to be considered as ‘exempt’.

(No Specific Ward Relevance);



Overview and Scrutiny Committee

Tuesday, 5th July, 2011

MINUTES

Present:

Councillor Phil Mould (Chair), Councillor Mark Shurmer (Vice-Chair) and Councillors Peter Anderson, Andrew Brazier, Simon Chalk, Andrew Fry, Bill Hartnett, Gay Hopkins, Alan Mason, Luke Stephens and Brenda Quinney.

Also Present:

Councillor M Chalk and M Collins, (Vice Chair of the Standards Committee).

Officers:

J Staniland

Committee Services Officer:

J Bayley and M Craggs

28. APOLOGIES AND NAMED SUBSTITUTES

There were no apologies for absence.

29. DECLARATIONS OF INTEREST AND OF PARTY WHIP

There were no declarations of interest nor of any party whip.

30. MINUTES

Members requested that the minutes of the previous meeting should be amended to recognise that Councillor Shurmer, Vice-Chair of the Committee, had chaired the meeting prior to the Chair's arrival.

RESOLVED that

subject to the amendment as detailed above, the minutes of the meeting of the Committee held on 14th June 2011 be confirmed as a correct record and signed by the Chair.

.....
Chair

Overview and Scrutiny Committee

Tuesday, 5th July, 2011

31. ACTIONS LIST

Members considered the latest version of the Committee's Actions List.

Members were advised that further information had been received from Officers regarding a request from the Committee to incorporate details about the savings that were made by the Council through landfill charges into the Council's quarterly performance reports. There would be difficulties involved in providing the cost of landfill waste arising from Redditch. The waste from the grey bin collections in the Borough were mixed with waste from Bromsgrove at the Redditch Transfer Station and consequently only an estimate could be provided about the level of waste deriving from Redditch. In addition, a proportion of the town's waste was not dispatched to landfill and was instead processed at an energy from waste facility.

Officers had suggested that as an alternative it might be possible for the Council to obtain figures in relation to the total amount of waste collected in the Borough. This figure had been monitored in previous years.

The Committee concurred that further information was required to enable Members to identify an appropriate solution. Members therefore requested that a report on the subject be submitted for their consideration at the following meeting of the Committee.

RESOLVED that

the Committee's Actions List be noted.

32. CONSIDERATION OF EXECUTIVE COMMITTEE MINUTES AND SCRUTINY OF THE FORWARD PLAN

The Committee noted that at a recent meeting of the Executive Committee, on 21st June 2011, the Work Experience Task and Finish Group's final report had been considered. Subject to a number of amendments, four of the Work Experience Task and Finish Group's recommendations had been approved.

The Chair of the Committee advised Members that a staff volunteering policy had been added to the draft Forward Plan for consideration by the Executive Committee on 23rd August. As this had formed the subject of members' discussions at a previous meeting of the Overview and Scrutiny Committee Members agreed that the item would be suitable for pre-decision scrutiny.

Overview and Scrutiny Committee

Tuesday, 5th July, 2011

RESOLVED that

- 1) the proposed staff volunteering policy be considered at a meeting of the Overview and Scrutiny Committee on 16th August 2011; and
- 2) the minutes of the meeting of the Executive Committee held on 21st June 2011 be noted.

33. TASK & FINISH REVIEWS - DRAFT SCOPING DOCUMENTS

The Committee considered three draft scoping documents.

a) Phone Masts

Councillor Michael Chalk attended the meeting to present a proposal to review the process for installing phone masts within the Borough.

Councillor Chalk explained that as the Chair of the Planning Committee and as a ward councillor he was aware that the installation of phone masts within the Borough was a subject of interest to the public. He expressed the view that there was a lack of understanding amongst residents about national requirements and the procedures that the Council followed. The overarching aim of the proposed review would be to identify how this procedure could be more effectively communicated to the public.

Officers explained that in previous years a local policy in relation to the installation of phone masts had been included in the Local Plan 3. However, in response to national guidelines this policy had been removed. Consequently, the Council's procedure was informed by national policies and legislation.

Applications for phone masts were considered in a different manner to other planning applications by the local authority. The Council could only influence the siting and design of a phone mast. As part of the process for considering suitable sites for phone masts national guidelines in relation to the health implications of phone masts were adhered to. The Council did not determine the number of phone masts necessary in any given area. Instead, telecommunications companies provided estimates of the number of phone masts that would be required in future years, based on projections about demand for the use of the service.

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The Committee discussed the proposed review. Concerns were expressed about the review, as members suggested that it would be difficult for a Task and Finish Group to make any proposals that could change a process informed by national guidelines. However, the Committee noted that many Members were unfamiliar with the process and it was possible that more action could be taken to better communicate the procedure for the installation of phone masts to both Members and residents

Consequently, Members agreed that written guidance relating to the national policy should be circulated for the consideration of all Members. The topic could then be referred to the Planning Advisory Panel, which had the expertise to consider the subject in further detail effectively.

b) Promoting Sporting Participation

Councillor Luke Stephens presented a proposal to review appropriate ways to promote greater participation in sporting activities in the Borough.

Councillor Stephens informed members that the aim of the review was to encourage local residents, particularly though not exclusively young people, to participate in sporting activities in Redditch. There were numerous opportunities available within the Borough but unfortunately fewer than 21 per cent of adults participated in sporting activities on a regular basis.

Members agreed that this subject represented a suitable topic for scrutiny and that the review should be completed in two stages. The first stage would focus on the London Olympics and actions that could be taken in 2012 to encourage an increase in sporting participation through specifically Olympics themed events. The second stage would focus on actions that could be taken to promote sporting participation in the long-term.

c) Youth Service Provision

Councillor Simon Chalk presented a proposal to review the provision of youth services within the Borough.

Councillor Chalk explained that the focus of the review would be on options for delivering services to young people living in

Overview and Scrutiny Committee

Tuesday, 5th July, 2011

the Borough in future years. He advised Members that he was keen to investigate the potential for local third sector and private sector organisations to either deliver or provide assistance in the delivery of services suitable for young people. The review would also consider actions that could be taken to more effectively communicate activities that were already available to young people in Redditch. However, to avoid duplicating the work of the sports participation review the subject of sporting activities would not be considered.

The Committee was advised that Worcestershire County Council was currently undertaking consultation, as outlined in the report *Positive Activities for Young People*, in relation to potential changes to youth service provision. A number of options had been proposed by Worcestershire County Council for consideration as part of this consultation process, which was due to conclude in autumn 2011. The Task and Finish Group would consider and respond to this consultation process as part of the review.

The Committee agreed that the review represented a suitable topic for scrutiny and concurred that the Student Council should be engaged during the course of the exercise. Councillor Chalk advised Members that the Student Council had already been informed about the review and were keen to participate.

Members noted that a maximum of five members were generally appointed to Task and Finish Groups. However, the Chair commented that there were some areas where the reviews of youth service provision and sporting participation could potentially overlap. Therefore, subject to the approval of the political party group leaders, Members agreed that Councillors S Chalk and Stephens should be appointed as the sixth members of each review to ensure that the reviews would avoid duplication.

RESOLVED that

- 1) current procedures regarding the installation of phone masts be circulated for Members' consideration;;**
- 2) Members be asked to submit comments regarding the installation of phone masts to the Portfolio Holder for Planning, Regeneration, Economic Development and Transport;**

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- 3) **the subject of the installation of phone masts be referred to the Planning Advisory Panel for further consideration;**
- 4) **a Task and Finish review of ways to promote sporting participation in the town be launched;**
- 5) **Councillor Luke Stephens be appointed to Chair the Promoting Sports Participation Task and Finish Group;**
- 6) **a Task and Finish review of the provision of youth services be launched; and**
- 7) **Councillor Simon Chalk be appointed to Chair the Youth Service Provision Task and Finish Group.**

34. HEALTH OVERVIEW AND SCRUTINY COMMITTEE UPDATE

Councillor Brenda Quinney, Redditch Borough Council's representative on the Worcestershire Health Overview and Scrutiny Committee, provided an update on the work of the committee.

Councillor Quinney advised Members that she had attended a meeting of the Health Overview and Scrutiny Committee on 21st June. During this meeting a district Council representative, Councillor Janet Marriott from Malvern Hills District Council, had been appointed the Vice-Chair of the Committee.

The main topic considered during the meeting had been a report from the West Midlands Ambulance Service NHS Trust, *Worcestershire Make Ready*. 'Make Ready' consisted of a plan to introduce central ambulance hubs within the areas served by the Ambulance Trust. This system had already been implemented effectively in Staffordshire and had resulted in reductions to the costs of service delivery and in improved efficiencies across ambulance operations.

The West Midlands Ambulance Service NHS Trust was proposing that in the county the Hub should be established in Worcester. This would ensure that the Hub was positioned in a central location within the traditional county boundaries and with close links to other activity centres within Worcestershire. However, concerns had been expressed by members of the Committee about the suitability of the system for patients in Worcestershire. Furthermore, Members were advised that many patients from Redditch and Bromsgrove were more likely to visit the Alexandra Hospital in Redditch than the Worcester Royal Infirmary and might want to retain a hub in the north of the county.

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During the course of the meeting there had been a critique of hospitals based within the county, including the Alexandra Hospital. Kidderminster Hospital was the only hospital in the county which had not been criticised as part of this process. The Committee had also discussed obesity levels and the extent of drug and alcohol abuse within the county.

RESOLVED that

- 1) **copies of the *Worcestershire Make Ready* report be circulated for the consideration of members of the Overview and Scrutiny Committee; and**
- 2) **the report be noted.**

35. ALCOHOL RELATED ADMISSIONS RATES - CRIME AND DISORDER SCRUTINY PANEL UPDATE

The Chair of the Crime and Disorder Scrutiny Panel, Councillor Bill Hartnett, presented a report on the subject of alcohol related admissions to hospital amongst young people for the consideration of the committee.

Reference was made to the presentation originally delivered for the consideration of the panel on the subject, *Crime and Disorder Scrutiny Panel: Alcohol Related Hospital Admissions*, by the Programme Lead for Alcohol from the Worcestershire Drug and Alcohol Action Team (DAAT). Members praised the Worcestershire DAAT for their work. However, Members noted that more action needed to be taken by all relevant partners to work with young people, particularly persistent drinkers, after they had been released from hospital.

The Committee noted that the covering report provided a number of options for the further consideration of this subject. Following publication of the agenda members had been advised that Worcestershire County Council was due to consider the subject as part of the Council's annual review of crime and disorder scrutiny matters. To avoid duplication Members agreed that the information gathered to date should be forwarded to Worcestershire County Council for further consideration. The Committee also agreed that a request should be submitted to Worcestershire County Council for Councillor Hartnett, as Chair of the Redditch Crime and Disorder Scrutiny Panel, to attend a meeting at the county council to submit evidence on the subject.

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Members discussed the possibility of proposing items for the consideration of the Crime and Disorder Scrutiny Panel. As this was not the subject of any item on the agenda the Committee agreed that after the meeting officers should liaise with interested Members and the Chair of the Panel to discuss the matter further.

RESOLVED that

- 1) **the evidence gathered to date on the subject of alcohol related admissions to hospital among young people be referred to Worcestershire County Council for further consideration as part of the county council's crime and disorder scrutiny process; and**
- 2) **the report be noted.**

36. QUARTERLY PERFORMANCE MONITORING - QUARTER 4 - JANUARY TO MARCH 2011

Members considered the latest quarterly report for the authority detailing performance up to the end of March 2011.

The Committee was advised that of the 43 indicators reported in the quarter, 48.8 per cent had improved when compared to the same quarter in the previous year. Seven of these indicators had been listed in the report as examples of good performance for Members' consideration. Three further performance indicators had been listed in the report as examples of concern. Officers had proposed actions that could be taken to resolve the problems in future years.

RESOLVED that

the update on key performance indicators for the period ending 31st March 2011 be noted.

37. ALEXANDRA HOSPITAL MEETING - FEEDBACK

Councillor Hartnett delivered a report to the Committee on the outcome of a recent visit to the Alexandra Hospital that he had attended alongside the Leader of the Council, the Portfolio Holder for Housing, Local Environment and Health, and the Chief Executive of the Council.

The meeting had been organised following a cross party Motion on Notice to Council in June on the subject of the Care Quality Commission's (CQC) assessment of the Alexandra Hospital. This

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assessment had identified a number of key areas of concern in relation to the quality of care received by patients at the hospital.

During the course of the visit Members met with senior hospital staff. Members had been advised that there had been a series of further hospital inspections since the publication of the report and these had confirmed that progress was being made to address the concerns raised by inspectors. Staff were using visual and written management aids to improve patient care, including the use of red trays to identify patients who required assistance with eating or drinking. Visiting hours had also been amended to enable family members to assist patients during meal times.

The Head of Nursing at the Alexandra Hospital had agreed to deliver a presentation prior to the next meeting of Council. This would provide an opportunity for Members to learn about the progress that had been made since the publication of the report.

RESOLVED that

the report be noted.

38. MEETING OF THE CHAIR OF THE COMMITTEE WITH THE LEADER OF THE COUNCIL - FEEDBACK

The Chair explained that he had attended the first quarterly meeting with the Leader of the Council on 30th June 2011. The quarterly meetings had been introduced to provide the Chair of the Overview and Scrutiny Committee with an opportunity to discuss scrutiny matters with the Leader of the Council. However, the Chair advised Members that where an issue required urgent discussion with the Leader he would contact her directly rather than wait for the next quarterly meeting.

During the meeting the Chair had discussed the subject of proposed scrutiny reviews with the Leader of the Council. The Leader had suggested that the Promoting Sporting Participation Task and Finish Group should invite County Councillor Jane Potter to submit evidence early in their review. Councillor Potter had been involved in a similar review and could provide useful information about actions that were already being taken or were due to take place at the time of the London Olympics.

Additional topics for scrutiny had also been discussed. The Leader of the Council had suggested that a review of the market, particularly actions that could be taken to promote the town's market more effectively, could be suitable for review. In addition,

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the Leader had suggested that a review of Members' IT provision could be undertaken later in the year to assess the effectiveness of the new arrangements.

The Portfolio Holder Annual Reports process had similarly been discussed. The Chair of the Committee had explained that the two stage approach to the report, involving the presentation of a written performance report and a question and answer session with the Portfolio Holder, would be retained in 2011/12. However, the Chair requested that there be a maximum of six questions proposed for the consideration of each Portfolio Holder.

Arrangements for budget scrutiny had also been addressed during the meeting. The Chair of the Committee and Leader of the Council had agreed that the Overview and Scrutiny Committee needed to be engaged as part of the budget preparation process and at a much earlier date prior to a decision by Council. Concerns were expressed, though, about the difficulty involved in contributing to the budget setting process at an early date unless draft budget proposals were made available for the Overview and Scrutiny Committee's consideration.

RESOLVED that

the report be noted.

39. REGIONAL SCRUTINY TRAINING - FEEDBACK

The Chair explained that he had attended a regional scrutiny event at the University of Birmingham on 16th June 2011.

During the event presentations had been delivered by experts in scrutiny from the University of Birmingham and the Centre for Public Scrutiny (CfPS). The Chair had felt that the event had been useful and informative. The benefits of a regional network included having an opportunity to share examples of good practice with peers and the potential to attract informed speakers to a central location. The network would not, however, assume responsibility for scrutinising regional initiatives such as Local Enterprise Partnerships (LEPs).

Members were advised that the West Midlands was the only region in the country that was not represented by a regional scrutiny network. Attendees had been advised that a regional network could be established at a relatively small financial cost of £50-75 per Council for approximately three meetings per year.

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RESOLVED that

the report be noted.

40. REFERRALS

There were no referrals.

41. WORK PROGRAMME

The Committee was advised that five of the six Portfolio Holders had confirmed the date when they would deliver their Annual Reports for the consideration of the Committee. This included the annual report for Councillor Derek Taylor, Portfolio Holder for Leisure and Tourism, who had recently arranged to deliver his report on 24th January 2012. Officers confirmed that, as requested by the Overview and Scrutiny Committee the previous year, the final meeting of Committee had not been offered as a potential date for the delivery of a Portfolio Holder Annual Report.

A number of other reports had been rescheduled or added to the Committee's Work Programme for consideration. Firstly, two further scoping documents were in the process of being prepared on the subject of improving recycling rates and facilities for disabled people. These scoping documents would be presented for the Committee's consideration on 26th July 2011. Secondly, the Chair had agreed that a report on the subject of the private sector home support service would be considered at a meeting of the Committee on 16th August 2011. Finally, Members were advised that the first tracking report, monitoring the implementation of actions requested by the Committee in response to petitions, was also due to be considered at the meeting in August.

RESOLVED that

the Committee's Work Programme be noted.

The Meeting commenced at 7.00 pm
and closed at 8.28 pm

Actions requested by the Overview and Scrutiny Committee

Date Action Requested	Action to be Taken	Response
8th December 2011 1	Members requested that the Joint Worcestershire Hub review be raised for discussion at the next following Joint Chairs and Vice Scrutiny Network Meeting.	TO BE DONE (next Joint Chair and Vice Chairs meeting postponed until June/July) Lead Officers, Overview and Scrutiny Support Officers.
2nd March 2011 2	Members requested that the Joint Worcestershire Scrutiny Framework be considered at the following meeting of the Joint Worcestershire Chairs and Vice Chairs Network	TO BE DONE (next Joint Chair and Vice Chairs meeting postponed until June/July) Lead Officers, Overview and Scrutiny Support Officers.
13th April 2011 3	Officers to discuss the subject of presenting information about service performance to the public with members of the Budget Jury.	TO BE DONE (Budget Jury members to be consulted during a forthcoming meeting in July). Lead Officer, Director of Policy, Performance and Partnerships.
24th May 2011 4	Members noted that the Members' ICT Facilities – Policy had been considered at the previous meeting of the Executive Committee on 12th April. They requested that all members be consulted regarding the policy and their ICT needs prior to the Council meeting on 6th June when a decision about the policy will be made.	Officers are in the process of consulting with all councillors and anticipate that this action will have been completed by July TO BE DONE

<p>14th June 2011</p> <p>5</p>	<p>Members discussed the Capital Programme for the next 30 years and questioned whether the insulation requirements of properties located on Rushock Close would be addressed as part of this process.</p>	<p>Officers to investigate whether the insulation requirements of properties located on Rushock Close will be incorporated into the Capital Programme.</p> <p>TO BE DONE</p>
<p>14th June 2011</p> <p>6</p>	<p>Members expressed concerns about the removal of the courier service for Members' post. The Committee suggested that improvements first needed to be made to Members' IT support.</p>	<p>Officers have considered all feedback received from Councillors in relation to the courier service and are in the process of making a decision about the continuation of the service. Members' ICT arrangements are also in the process of being addressed (see action 4 above).</p>
<p>5h July 2011</p> <p>7</p>	<p>Members requested that a more comprehensive report on waste collection rates be produced for its next meeting.</p>	<p>WILL BE DONE AT THIS MEETING.</p>
<p>5h July 2011</p> <p>8</p>	<p>Members proposed that the national procedures for the installation of phone masts be circulated for all members' consideration and that the matter be considered further by the Planning Advisory Panel.</p>	<p>Officers have arranged for this action to take place and the matter has been added to the Planning Advisory Panel's Work Programme. DONE</p>
<p>5h July 2011</p> <p>9</p>	<p>Members suggested that a presentation on the implementation of 'Make Ready' in Worcestershire by the West Midlands Ambulance Service NHS Trust be circulated amongst the O&S Committee Members for their information.</p>	<p>Paper copies of the report were circulated amongst all members of the Committee in the courier post on Friday 8th July. DONE</p>



Executive Committee

12th July 2011

MINUTES

Present:

Councillor Braley (Vice Chair, in the Chair) and
Councillors Juliet Brunner, Greg Chance, Brandon Clayton, Malcolm
Hall, Jinny Pearce, Debbie Taylor and Derek Taylor

Also Present:

Councillor Robin King

Officers:

R Bamford, S Hanley, T Kristunas, S Morgan and J Pickering

Committee Services Officer:

D Sunman

28. APOLOGIES

Apologies for absence were received on behalf of Councillor Carole Gandy.

29. DECLARATIONS OF INTEREST

There were no declarations of interest.

30. LEADER'S ANNOUNCEMENTS

- 1) The Chair advised that he had accepted the following matter as Urgent Business:

Shared Service Board Minutes – 30th June 2011.

- 2) The Chair also informed members that the Council had been advised by UFI Ltd that the current Learndirect contract operating from the Greenlands Centre was to be terminated. The current contract was due to expire on 31st July 2011 but an extension had been awarded until 30th September 2011.

.....
Chair

Learndirect had contacted all existing learners in Redditch to advise them that there would no longer be provision at the Centre beyond September and that they were not able to advise them of who would provide a service in the forthcoming academic year.

Officers had been asked to prepare an urgent report for consideration by this Committee.

Members expressed their concerns at the loss of the contract for both students and staff.

31. MINUTES

RESOLVED that

the minutes of the meeting of the Executive Committee held on 21st June 2011 be confirmed as a correct record and signed by the Chair.

32. CONSOLIDATED REVENUE OUTTURN - FINANCIAL YEAR 2010/11

The Committee considered a report which outlined the Council's overall financial outturn for the 2010/11 financial year.

Members were informed that the report showed the actual income and expenditure for 2010/11 financial year and compared it to the budget for General Fund Services and the Housing Revenue Account.

RECOMMENDED that

- 1) the movement in reserves, as detailed in Appendix 1 of the report, be approved; and**

RESOLVED that,

- 2) the report be noted.**

33. CAPITAL PROGRAMME OUTTURN 2010/11

The Committee considered a report on the actual expenditure and funding of the capital programme for 2010/11.

Officers reported that the figures included in the report would be subject to examination by the Audit Commission as part of the final accounts audit.

RESOLVED that**the report be noted.****34. SHARED SERVICE BUSINESS CASE - LAND CHARGES**

The Committee received a report on the Shared Services Business Case – Land Charges, which had been considered by the Shared Services Board on 30th June 2011.

Members noted the recommendations of the Shared Services Board.

RECOMMENDED that**the delivery of a Shared Local Land Charges Service provided by a single team hosted by Bromsgrove District Council, as detailed in Option 4 of the report, be approved.**

(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 consultations or negotiations, or contemplated consultations or negotiations in connection with labour relations matters arising between the authority and employees of, the authority. However, there is nothing exempt in this record of the proceedings.)

35. SHARED SERVICE BUSINESS CASE - BUILDING CONTROL

The Committee received a report on the Shared Services Business Case – Building Control to provide a shared service for Bromsgrove District Council, Redditch Borough Council and Wyre Forest District Council, which had been considered by the Shared Services Board on 30th June 2011.

Members noted the recommendations of the Shared Services Board.

RECOMMENDED that

- 1) in accordance with the agreed PID dated 9th December 2010, the three partner Councils proceed with the creation of the shared service in accordance with recommendation 6 of the report: the delivery of Shared Building Control Services, provided by a single Team, hosted by Bromsgrove District Council;**

- 2) **implementation costs be shared on the same basis as the total revised service costs amongst the three Councils to reflect the percentage of the initial budget allocation into the service (as detailed at Appendix 5 to the report); this to be subject to final financial agreements being in place between the partner authorities; and**
- 3) **the new service be known as 'North Worcestershire Building Control' and use a service specific logo and document templates, the design of which is to be formally agreed before the completion of this project.**

(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 consultations or negotiations, or contemplated consultations or negotiations in connection with labour relations matters arising between the authority and employees of, the authority. However, there is nothing exempt in this record of the proceedings.)

36. SHARED SERVICES BOARD - PROGRESS REPORT

The Committee received a progress report, which provided an update with regard to all elements of Shared Services work, together with the minutes of the Shared Services Board on 30th June 2011.

Members were informed that the Shared Services Board had considered an option to bring forward a Single Business Case to their August meeting for all remaining services to be shared. Officers reported that the recommendation referred to 'moving the remaining services into a shared environment by the end of the calendar year'. This should have read 'financial year'.

RECOMMENDED that

- 1) **Members note progress to date, as detailed in the report: and**
- 2) **Officers be tasked with producing, for the August meeting of the Shared Services Board, a Single Business Case that will identify benefits and risks associated with moving the remaining services into a shared environment by the end of the ~~calendar~~ *financial* year, in so far as this is currently achievable, between Bromsgrove District and Redditch Borough Council.**

37. OVERVIEW AND SCRUTINY COMMITTEE

The Committee received the minutes of the meeting of the Overview and Scrutiny Committee held on 14th June 2011.

RESOLVED that

the minutes of the meeting of the Overview and Scrutiny Committee held on 14th June 2011 be received and noted.

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

There were no minutes or referrals under this item.

39. ADVISORY PANELS - UPDATE REPORT

The Committee received an update on the work of the Advisory Panels and similar bodies. It was noted that the Procurement Steering Group would be meeting the following day.

RESOLVED that

the report be noted.

40. ACTION MONITORING

The Committee received an Action Monitoring report and requested that Officers provide an up-date to the next meeting of the Executive Committee on the Single Equalities Scheme in respect of what the Council, as Community Leader, expected to receive in terms of education provision for the Borough and its children and young people.

RESOLVED that

the report be noted.

41. 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 the relevant paragraph 4 of Part 1 of Schedule 12 (A) of the said Act, as amended:

- **Shared Service Business Case – Land Charges (as detailed at Minute 34 above**
- **Shared Business Case – Building Control (as detailed at Minute 35 above).**

The Meeting commenced at 7.00pm
and closed at 7.30pm

.....
Chair

OVERVIEW AND SCRUTINY COMMITTEE

26th July 2011

CONSOLIDATED REVENUE OUTTURN – FINANCIAL YEAR 2010/11

Relevant Portfolio Holder	Councillor Michael Braley, Portfolio Holder for Corporate Management.
Portfolio Holder Consulted	
Relevant Head of Service	Teresa Kristunas, Head of Finance and Resources.
Wards Affected	All Wards
Key Decision	

1. SUMMARY OF PROPOSALS

- 1.1 For Members to note the Council's overall financial outturn for the 2010/11 financial year.
- 1.2 The report shows the actual income and expenditure for 2010/11 financial year and compares this to the budget for General Fund Services and the Housing Revenue Account.

2. RECOMMENDATIONS

The Committee is asked to RESOLVE that,

subject to Members' Comments and to noting the outcome of Members' discussions of this report at Council on 25th July, the report be noted.

3. KEY ISSUES

- 3.1 The Budget monitoring Report has been presented to Members on a quarterly basis during 2010/11. This report presents a summary of the final financial position for the financial year.
- 3.2 In previous years the formal there has been a requirement for the Statement of Accounts to be approved by Members prior to the 30th June. There has been a change for the 2010/11 accounts which will result in the S151 officer approving the accounts by 30th June, with full Member approval after the External Audit and by 30th September. This ensures that any Audit changes can be reflected in the accounts final approval.

**OVERVIEW AND SCRUTINY
COMMITTEE**

26th July 2011

3.3 The summary position for the General Fund is:

Summary of Spending on Services in 2010/11			
	Budget £000	Actual £000	Variation £000
Net Expenditure on Services	13,313	12,259	(1,054)

- 3.4 The major variations are summarised in Appendix 2. This is shown at service level and includes details for all variances in excess of £20,000. Details of individual cost centres are available in full from Financial Services if required.
- 3.5 The Revenue Account produced a variance of £1.054k saving compared to budget. This is due to a number of factors detailed in this report and Appendix. In addition it was anticipated that there would be £200k of savings relating from staff turnover during the year. Also in December 2010 officers were requested to ensure that any expenditure on non-essential items were reviewed to ensure that the balances position for the Council was protected in light of the severity of the cuts anticipated. The significant underspend has enabled the Council to increase the amount transferred to balances to support future one off budget pressures.
- 3.6 From April 2010 Redditch Borough Council and Bromsgrove District Council has had a joint management team. The savings realised from this revised structure form part of the savings shown in that table above.

**OVERVIEW AND SCRUTINY
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- 3.7 The table below shows the total underspend of £1.054k analysed by Directorates (£1.419k underspend) together with financing charges / additional one off income and transfers to reserves of £365k :

	Approved Budget 2010/11 £000	Actual 2010/11 £000	Variance £000
Chief Executive	14	13	(1)
Finance & Resources	2,315	1,935	(380)
Policy, Performance & Partnership	248	(52)	(300)
Leisure, Environmental & Community	9,549	9,230	(319)
Planning, Regeneration, Reg & Housing	2,104	1,685	(419)
Net Directorate Expenditure	14,230	12,811	(1,419)
<u>Non Service Specific Expenditure</u>			
Transfer to/(from) reserves/provisions	0	932	932
Prior Year Adjustment (VAT)	(346)	(578)	(232)
Financing costs	226	61	(165)
MRP	423	295	(128)
Net other Changes	(1,220)	(1,262)	(42)
Total General Fund Expenditure	13,313	12,259	(1,054)
Income from Grants and Local Taxation	(12,327)	(12,320)	7
Contribution (to)/From General Fund Balances	986	(61)	(1,047)

- 3.8 The above also details transfers to earmarked reserves for use by specific services in future years, including grant funding which has been received in 2010/11 but will be spent during the current financial year. An additional £1.3 has been added to these reserves during 2010/11, an amount of £393,583 has been utilised during 2010/11. This has resulted in a net addition of £932k to balances. These are detailed at Appendix A. There has been a large increase in the number of reserves due to the introduction of International Financial Reporting Standards (IFRS) which means that all grant income must be recognised in the period it is received, not when it is spent.

**OVERVIEW AND SCRUTINY
COMMITTEE**

26th July 2011

3.9 General Fund Balances

The impact on the General Fund balances brought forward is as follows:

General Fund Balance		
	£'000	£'000
Balance as at 1 st April 2010	1,503	
Contribution to balances	993	
Balance as at 31 st March 2011		2,496

Housing Revenue Account

- 3.10 The Housing Revenue Account (HRA) has been prepared in line with the current Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice.
- 3.11 There is a surplus of £137,992 against the approved budget for 2009/10. This has resulted in HRA balances as at 31st March 2011 of £1,322,900.

**OVERVIEW AND SCRUTINY
COMMITTEE**

26th July 2011

3.12 The significant variations between budget and the expenditure are shown in the table below.

Major Variances between Outturn Budget and Actual for 2010/11				
Service	Budget £	Actual £	Variance £	Commentary
Housing Revenue Account				
Supervision and Management	5,865,080	5,170,877	(694,203)	The saving is mainly due to reduced support costs of £567,000 and the remainder is from salary savings on both the Home Support Service and Tenant Participation
Repairs and Maintenance	4,080,150	4,033,357	(46,793)	There is a separate report attached detailing the underspend spend of £46,793 which only represents 1.15% of the budget. This is mainly due to reduced support costs

**OVERVIEW AND SCRUTINY
COMMITTEE**

26th July 2011

Service	Budget £	Actual £	Variance £	Commentary
Negative HRA subsidy payable	6,037,140	5,809,205	(227,935)	This is the amount which is repaid to DCLG and was due to a special determination issued in July
Provision for Bad Debts	125,000	155,225	30,225	There has been a higher than anticipated number of arrears written off during this financial year.
Provision for Job Evaluation	190,000	0	(190,000)	This was budgeted for in anticipation of Job Evaluation commencing in 2010/11 but will now be carried forward to 2011/12
Interest Receivable	(17000)	(49687)	(32687)	The additional interest received is due to a recalculation of the notional debt

Financial Implications**Impact on Medium Term Financial Plan**

- 3.13 The use of balances in the approved budget for 2010/11 was £986,310; the Council was able to return £60,601 general balances and a further £931,752 to earmarked reserves.

OVERVIEW AND SCRUTINY COMMITTEE

26th July 2011

- 3.14 During budget setting officers predicted savings of £1.156 million, this was taken account of while setting the 2011/12 and 2012/13 budgets.

Legal Implications

- 3.15 There are no specific Legal Implications.

Policy Implications

- 3.16 There are no specific policy implications.

Council Objectives

- 3.17 There are no specific Council objectives implications.

Service/Operational Implications

- 3.18 The Statement of Accounts for the year 2010/11 will be signed by the Section 151 Officer on 29th June 2011.

- 3.19 The Audit Commission will be commencing their formal examination of the accounts on 18th July 2011.

Customer / Equalities and Diversity Implications

- 3.20 The Council needs to regularly monitor budgets against actual expenditure, this is to ensure it maintains a well managed organisation. All budget holders have been consulted in this report.

4. RISK MANAGEMENT

There are no specific risks associated with the details included in this report.

5. APPENDICES

- Appendix 1 - Movement in Reserves
- Appendix 2 - General Fund Variances of over 20K
- Appendix 3 - Housing Revenue Account Outturn
- Appendix 4 - Housing Repair Account

OVERVIEW AND SCRUTINY COMMITTEE

26th July 2011

6. BACKGROUND PAPERS

Available from Financial Services Manager.

AUTHOR OF REPORT

Name: Sam Morgan
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Tel: (01527) 64252 ext 3790.

APPENDIX 1

Earmarked Reserves 2010/11

	2009/10 b/fwd £	Contributions during 2010/11 £	Funds Used During 2010/11 £	Balance C/fwd 2010/11 £	Commentary
Mobility scooter reserve	-83,664	-12,307	41,064	-54,908	Net cost of equipment purchased from donations
Crematorium Donations	-5,747	0	0	-5,747	Donations received
Forge Mill Museum Donations	-8,765	-2,227	8,454	-2,538	Net cost of equipment purchased from donations
Heming Road Units	-44,768	0	0	-44,768	
Car Loan Insurance Fund	-6,235	-182	0	-6,416	Paid into fund in year
Community Safety	-70,815	0	5,020	-65,795	To be utilised in 2011/12
Taxi licensing	-41,291	0	35,000	-6,291	To be utilised in 2011/12
Ex SRB Trading Accounts	-10,705	0	10,705	0	Transferred to Balances in 2010/11
Youth Work	-17,974	0	17,974	0	Transferred to Balances in 2010/11
Insurance claims	-61,308	0	61,308	0	Transferred to Balances in 2010/11
NEA Grant	-1,966	0	1,966	0	Transferred to Balances in 2010/11
Mercury emissions	-240,000	-62,250	0	-302,250	To provide plant to remove/reduce Mercury emissions from crematorium
Contaminated Land	-1,124	0	1,124	0	Transferred to Balances in 2010/11
Concessionary Fares	-67,377	0	67,377	0	To fund additional payments to operators
Job Evaluation	-600,000	-155,000	0	-755,000	Set aside for future costs associated with implementation of JE (pay protection)
IT licences	-30,000	0	30,000	0	Used for licences as planned
Land Drainage	-7,924	0	0	-7,924	
Planning	-20,000	-37,000	0	-57,000	To pay for local plan
Town Centre Grant	-52,632	-3,090	0	-55,722	Grant/contributions not spent carried f/wd
Charles Henry Foyle Trust	-4,854	0	500	-4,354	
Action Sport	-35,799	-15,492	0	-51,292	Grant/contributions not spent carried f/wd
Homelessness Grant	-90,068	-141,050	95,294	-135,824	Grant/contributions not spent carried f/wd
Mort rescue(set up new CC)	-42,549	0	2,570	-39,979	Utilised in year
Social hsg fraud	-10,000	0	895	-9,105	Utilised in year
Risk	0	-14,600	0	-14,600	To fund costs associated with supporting risk management across the Council
Health & Well Being	-15,000	-21,803	0	-36,803	Grant/contributions not spent carried f/wd
Redditch Partnership	0	-5,000	0	-5,000	Grant/contributions not spent carried f/wd
Arts	0	-26,687	0	-26,687	Grant/contributions not spent carried f/wd
Benefits	0	-15,887	0	-15,887	Grant/contributions not spent carried f/wd
Economic Development	0	-9,750	0	-9,750	Grant/contributions not spent carried f/wd
Family Learning	0	-4,955	0	-4,955	Grant/contributions not spent carried f/wd
Areas of Highest Need	0	-226,070	0	-226,070	Grant/contributions not spent carried f/wd
Recycling	0	-26,050	0	-26,050	Savings earmarked for fortnightly collection
Land charges	0	-100,000	0	-100,000	Earmarked for estimated litigation in relation to refunds of previous fees paid
Sure Start	-9,903	0	0	-9,903	
Lifeline	-11,077	-27,599	0	-24,342	Grant/contributions not spent carried f/wd
Community Safety	0	-168,337	0	-168,337	Grant/contributions not spent carried f/wd
Shared services/transformation	0	-250,000	0	-250,000	To set aside funds to ensure the Council can deliver the shared service and transformation projects.
GF Earmarked Reserves	-1,591,543	-1,325,336	393,583	-2,523,296	

2009/10 b/fwd £	Contributions during 2010/11 £	Funds Used During 2010/11 £	Balance C/fwd 2010/11 £	Commentary
0	-19,166	0	-19,166	Grant/contributions not spent carried f/wd
0	0	0	0	
0	0	0	0	
0	-19,166	0	-19,166	
-260,495	0	0	-260,495	To fund purchase of new vehicles and plant in the future
-71,595	0	0	-71,595	
-4,450,000	0	0	-4,450,000	
-4,782,090	0	0	-4,782,090	
-6,373,633	-1,344,502	393,583	-7,324,552	

Supporting People -HRA
Housing Major Repairs
Housing Repairs Account
HRA Earmarked Reserves
Capital Reserve-Vehicles & Plant
Planning grant
Capital Reserve - HRA
Capital Reserves

Total:

Appendix 2

Major Variances between Outturn Budget and Actual for 2010/11				
Service	Budget £	Actual £	Variance £	Commentary
Director Policy, Performance & Partnership				
Policy, Performance & Partnership				
Redditch Partnership	79,410	(195,912)	(275,322)	Grant income received in 2010/11 will be moved to earmarked reserve to fund ongoing work. This is relating to Area of Highest Need.
Climate Change	48,370	27,465	(20,905)	Climate Change Manager is 50% funded by Bromsgrove DC. There has been a reduction of £9k on Support Services recharge and the misc. expenses budget has not been fully utilised during the year.

Service	Budget £	Actual £	Variance £	Commentary
Executive Director Finance & Resources				
Head of Finance & Resources				
Rent Allowances	179,920	(10,037)	(189,957)	Due to a reduced provision for bad debts from 2009/10.
Corporate Activities	8,200	40,201	32,001	A £10,000 contribution paid to the County Council for the WETT programme fund and 50% costs relating to META workshops are included in the variance.
Council Tax	490,900	387,016	(103,884)	Reduction in support services recharge and an increase in court fees.
NDR	136,780	106,875	(29,905)	Reduction in support services recharge and audit fees.
Asset Disposal	159,020	115,847	(43,173)	Advertising savings and reduced support costs of £38,810.
Comm Related Asset Property	(274,850)	(401,955)	(127,105)	A central government proposal to end empty property rate exemptions did not materialise in 2010/11 therefore the additional £49,905 provision for NNDR void properties was not needed. The remainder of the surplus has resulted from increased income from re-negotiated rents.

Service	Budget £	Actual £	Variance £	Commentary
Voluntary Land Reg.	54,610	19,445	(35,165)	Original bid of £70k to pay for Bromsgrove staff to provide the service – balance to be moved to earmarked reserve.
Finance Charges	423,720	212,820	(210,900)	The authority has been able to take advantage of low interest rates for borrowing.
Prior Year Adjustment - VAT	(346,000)	(628,840)	(282,840)	VAT refund received, early estimate was prudent as this was uncertain.
Head of Legal, Equalities and Democratic Services				
Neighbourhood Groups	49,230	17	(49,213)	This budget is no longer required and has been removed in 2011/12.
Election	105,370	85,082	(20,288)	Shared Service with Bromsgrove DC. Both Bromsgrove and Redditch have savings within the Service.

Service	Budget £	Actual £	Variance £	Commentary
Director Planning & Regeneration, Regulatory and Housing Services				
Head of Housing & Community				
Homelessness Grant	(70)	(41,611)	(41,541)	Unused grant earmarked for projects in 2011/12.
Housing GF Recharges	98,070	71,180	(26,890)	Reduction in Support Service recharges.
Head of Planning & Regeneration				
Economic Development	190,630	112,031	(78,599)	A salary saving of £25k and underspend of bid money of £41k has contributed to the overall saving. £9,750 has been set aside in an earmarked reserve and a request to move £15,785 forward into 2011/12 for the Town Centre will be put forward to CMT.

Service	Budget £	Actual £	Variance £	Commentary
Land Charges Income	(19,160)	(45,001)	(25,841)	Additional income to be moved into earmarked reserve for estimated litigation.
Civil Emergency Planning	67,850	43,000	(24,850)	Reduced Support Services costs.
Planning Applications	340,540	195,061	(145,479)	Additional receipts in first half of 2010/11 contributed to the £40,892 increase in income. There has been a reduction in support costs of £86,110 due to vacancies in Planning and a bid of £10,000 for Urban Design Advice has not been used in 2010/11.
Local Development Framework	220,040	272,854	52,814	Increased time spent by Planning Officers which has cost of £90,190. Savings of £37,392 on consultants fees will be moved to an earmarked reserve for the Local Plan Enquiry.
Local Plans	245,740	165,175	(80,565)	Reduction on Planning Officers time in part due to staff vacancies.

Service	Budget £	Actual £	Variance £	Commentary
Director of Leisure, Environment & Community Services				
Head of Community Services				
Shopmobility	127,210	155,761	28,551	Town Centre Management have reduced grant to RBC by £10k. There are reduced Support Services recharges of £14.9k. Charges for equipment applied in 2010/11 due to changes in accounting practice – funded from previous year's earmarked reserves.
Dial a Ride	295,190	272,431	(22,759)	Salary savings and Support Services recharge have contributed to the overall reduction in costs.
Community Safety	165,350	77,109	(88,241)	£24k relates to savings in Support Services Recharge. £33k is for a grant-funded post that is to be recruited in the new year (in earmarked reserves). £29k is due to staff savings – this relates to a vacant assistant post and income received for Shared Service Manager.

Service	Budget £	Actual £	Variance £	Commentary
Lifeline	(1,580)	(37,765)	(36,185)	Savings were anticipated in 2010/11 in accordance with the Shared Service Business case
CCTV	512,580	432,102	(80,478)	Savings were anticipated in 2010/11 in accordance with the Shared Service Business case

Service	Budget £	Actual £	Variance £	Commentary
Head of Environment				
Crematorium	(166,180)	(205,448)	(39,268)	£60k has been put into an earmarked reserve to pay for mercury emissions equipment. There was also additional income of £38k.
Landscape & Countryside	74,610	0	(74,610)	Budgets were moved as part of the Environmental Services restructuring. The saving over the whole service was 20K.
Alternate Weekly Collection	0	(26,054)	(26,054)	Grant funding from previous years – to be put in an earmarked reserve.
Head of Leisure & Cultural				
Church Hill Community Centre	23,490	(33,267)	(56,757)	Rent received for two years which was not anticipated.

Service	Budget £	Actual £	Variance £	Commentary
Abbey Stadium	499,390	478,202	(21,188)	Reduction in casual hours coaches, instruction staff and £10k over achievement in income due to new class programme, an increase in daytime bookings and revised fees and charges for club bookings.
Pitcheroak Golf Course	75,698	107,078	31,380	Income target was not achievable.
Play Areas	330,930	310,004	(20,926)	Modern apprentice was not appointed and there was a saving of £5,990 on support costs. £5k funding was received from another provider for a play area – as this income had not been expected, a request to move the money into 2011/12 for ongoing maintenance has been submitted as this budget was reduced by £30k as part of the 'quick wins'.
Reddicard	(45,380)	(22,581)	22,799	Increased income target from 2006/07 fees and charges review which has not been achieved.
REDI	137,650	195,535	57,885	Executive committee on 28th July 2010 approved an operating budget of £191,000 for 2010/11 in accordance with option 4 on Appendix 3. The actual spend was £195,535.16, which amounted to an overspend of £4,535.16.

Service	Budget £	Actual £	Variance £	Commentary
Action Sport	162,960	130,222	(32,738)	£15,492 grants/contribution not spent has been moved forward to an earmarked reserve. The remaining surplus is the result of a salary saving and additional POW funding.

HOUSING REVENUE ACCOUNT (HRA)
REVENUE OUTTURN 2010/11

	2010/11 Approved Estimate	2010/11 Actual	Variance
<u>INCOME</u>			
Dwelling Rents	19827780	19788022	39758
Non Dwelling Rents	516730	522436	-5706
Charges for Services & Facilities	188460	195330	-6870
Contributions to Expenditure	0	0	0
Government Subsidies	0	0	0
Total Income	20532970	20505788	27182
<u>EXPENDITURE</u>			
Supervision & Management	5865080	5170877	-694203
Repairs & Maintenance	4080150	4033357	-46793
Rents, rates, taxes and other charges	184800	166544	-18256
Depreciation	3773810	3773872	62
Item 8 Debit	215100	210347	-4753
Negative HRA subsidy payable	6037140	5809205	-227935
Provision for Bad Debts	125000	155225	30225
Total Expenditure	20281080	19319427	-961653
Net Cost of Services	-251890	-1186361	-934471
Provision for Job Evaluation	190000	0	-190000
Net Operating Expenditure	-61890	-1186361	-1124471
Interest Receivable	-17000	-49687	-32687
Transfer to Earmarked Reserves	0	1019166	1019166
(Surplus) / Deficit on services	-78890	-216882	-137992

HOUSING REVENUE ACCOUNT BALANCE

Surplus as at 1st April 2010	1106018	1106018	0
Surplus/(Deficit) for year 2010/11	78890	216882	137992
Surplus as at 31st March 2011	1184908	1322900	137992

HOUSING REPAIRS ACCOUNT OUTTURN SUMMARY 2010/11

	2010/11 Approved	2010/11 Actual	Variance
<u>EXPENDITURE</u>			
Response Maintenance	1979000	2015838	36838
Programmed Maintenance	846850	873099	26249
Projects	100000	104786	4786
Voids	854800	814239	-40561
Rechargeable Works	-28500	-20470	8030
Administration	328000	245865	-82135
	<hr/> 4080150	<hr/> 4033357	<hr/> -46793
<u>INCOME</u>			
Contribution from HRA	-4080150	-4033357	46793
BALANCE AT 31.3.11	<hr/> <hr/> 0	<hr/> <hr/> 0	<hr/> <hr/> 0



Overview and Scrutiny

No Direct Ward Relevance

Committee

26th July 2011

WORK PROGRAMME

(Report of the Chief Executive)

Date of Meeting	Subject Matter	Officer(s) Responsible for report
ALL MEETINGS	REGULAR ITEMS	(CHIEF EXECUTIVE)
	Minutes of previous meeting Consideration of the Forward Plan Consideration of Executive Committee key decisions Call-ins (if any) Pre-scrutiny (if any) Consideration of Overview and Scrutiny Actions List Referrals from Council or Executive Committee, etc. (if any) Task Groups / Short, Sharp Review Groups - feedback Committee Work Programme	Chief Executive Chief Executive Chief Executive Chief Executive Chief Executive Chief Executive Chief Executive Chief Executive
	REGULAR ITEMS Quarterly Performance Report Quarterly Budget Monitoring Report Annual Update on the Implementation of the Civil Parking Enforcement Scheme	Chief Executive Chief Executive Relevant Lead Heads of Service

Overview and Scrutiny

Committee

26th July 2011

	<p>REGULAR ITEMS</p> <p>Update on fly tipping and progress with the Worth It campaign</p> <p>Update on the work of the Crime and Disorder Scrutiny Panel.</p> <p>Updates on the work of the Worcestershire Health Overview and Scrutiny Committee</p> <p>Updates on the outcome of quarterly meetings of the Leader and Chair of the Overview and Scrutiny Committee</p> <p>Petitions (as and when received)</p> <p>Bi-Annual Recommendation Tracker Reports – Scrutiny Committee</p> <p>Bi-Annual Recommendation Tracker Reports - Petition Recommendations</p>	<p>Relevant Lead Head(s) of Service</p> <p>Chair of the Crime and Disorder Scrutiny Panel</p> <p>Redditch Borough Council representative on the Health Overview and Scrutiny Committee</p> <p>Relevant Lead Head(s) of Service</p> <p>Relevant Lead Head(s) of Service</p> <p>Relevant Lead Head(s) of Service</p>
<p>OTHER ITEMS - DATE FIXED</p>		
<p>26th July 2011</p>	<p>Draft Scoping Document – Facilities for Disabled People</p>	<p>Councillor Mason</p>
<p>26th July 2011</p>	<p>Draft Scoping Document – Improving Recycling</p>	<p>Councillor Hopkins</p>
<p>26th July 2011</p>	<p>Quarterly Budget Report – Quarter 4 – January – March 2011</p>	<p>Relevant Lead Head of Service</p>

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26th July 2011	Town Centre Landscape Improvements (including Church Green Improvements) – Pre-scrutiny	Relevant Lead Head of Service
26th July 2011	Waste Collection Rates in Redditch	Relevant Lead Head of Service
16th August 2011	Council Flat Communal Cleaning Task and Finish Group – Update on Implementation of Recommendations Stage Two.	Relevant Lead Head of Service
16th August 2011	Private Sector Home Support Service – Post Scrutiny	Relevant Lead Head of Service
16th August 2011	Petitions – Monitoring Update Report	Relevant Lead Head(s) of Service
16th August 2011	Staff Volunteering Policy – Pre-Decision Scrutiny	Relevant Lead Head(s) of Service
6th September 2011	Performance report for services within the remit of the Corporate Management portfolio	Relevant Lead Head of Service
6th September 2011	Update on fly tipping and progress with the Worth It campaign	Relevant Lead Head of Service
27th September 2011	Portfolio Holder Annual Report – Corporate Management, Councillor Braley	Councillor Braley
27th September 2011	Quarterly Performance Report – Quarter 1 – April – June 2011	Relevant Lead Director

Overview and Scrutiny

Committee

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27th September 2011	Quarterly Budget Report – Quarter 1 – April – June 2011	Relevant Lead Head of Service
18th October 2011	Performance report for services within the remit of the portfolio for Housing, Local Environment and Health	Relevant Lead Head(s) of Service
8th November 2011	LSP Task and Finish Group – Monitoring Update Report	Relevant Lead Director
8th November 2011	Monitoring Report – Scrutiny of the Sustainable Community Strategy	Relevant Lead Director
8th November 2011	Portfolio Holder Annual Report – Housing, Local Environment and Health, Councillor B Clayton	Councillor B Clayton
29th November 2011	Youth Employment at Redditch Borough Council – Update Report	Relevant Lead Head of Service
3rd January 2012	Performance report for services within the remit of the portfolio for Leisure and tourism	Relevant Lead Head(s) of Service
24th January 2012	External Refurbishment of Housing Stock – Monitoring Update Report	Relevant Lead Head(s) of Service
24th January 2012	Portfolio Holder Annual Report – Portfolio for Leisure and Tourism, Councillor Derek Taylor	Councillor Derek Taylor
14th February 2012	Performance report for services within the remit of the portfolio for Planning, Regeneration, Economic Development and Public Transport	Relevant Lead Head(s) of Service

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6th March 2012	Performance report for services within the remit of the portfolio for Community Leadership and Partnership	Relevant Lead Head(s) of Service
6th March 2012	Portfolio Holder Annual Report – Portfolio for Planning, Regeneration, Economic Development and Transport, Councillor Pearce	Councillor Pearce
27th March 2012	Portfolio Holder Annual Report – Portfolio for community Leadership and Partnership, Councillor Gandy	Councillor Gandy
August 2012	Update Report – Promoting Redditch Task and Finish Group	Relevant Lead Head of Service
OTHER ITEMS – DATE NOT FIXED		
	Energy Consumption – Submission of a Scoping Document	Councillor Anderson
	Equalities and Diversity – submission of a Scoping Document	Councillor Fry
	External Refurbishment of Housing Stock Short, Sharp Review – Update Report on additional actions	Relevant Lead Head of Service
	Overview and Scrutiny Member Training on Pre-Scrutiny.	Relevant Lead Head of Service
	Staff Volunteering Policy – Scrutiny.	Relevant Lead Director

Overview and Scrutiny

Committee

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	Worcestershire Supporting People Strategy	Relevant Lead Head of Service
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