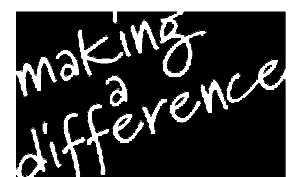


Overview and Scrutiny Committee

Tuesday, 24th January,
2012
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
Tel: 01527 64252 (Ext. 3268 / 3267) Fax: (01527) 65216
e.mail: jess.bayley@bromsgroveandredditch.gov.uk /
michael.craggs@bromsgroveandredditch.gov.uk
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, 24th January, 2012

7.00 pm

Committee Room 2 Town Hall

Agenda

Membership:

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

<p>1. Apologies and named substitutes</p>	<p>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.</p>
<p>2. Declarations of interest and of Party Whip</p>	<p>To invite Councillors to declare any interest they may have in items on the Agenda and any Party Whip.</p>
<p>3. Minutes</p>	<p>To confirm the minutes of the most recent meeting of the Overview and Scrutiny Committee as a correct record.</p> <p>(Minutes to follow)</p> <p>(No Specific Ward Relevance);</p>
<p>4. Petition - Short Stay Parking - Town Centre (Pages 1 - 4)</p>	<p>To receive and consider a petition received on the subject of short stay parking in Redditch town centre.</p> <p>(Petition prayer and report attached and report to follow).</p> <p>(Abbey Ward);</p>
<p>5. Portfolio Holder Annual Report - Leisure and Tourism - Councillor Derek Taylor (Pages 5 - 8) Councillor Derek Taylor</p>	<p>To receive the annual report from the Portfolio Holder for Leisure and Tourism, Councillor Derek Taylor.</p> <p>(Questions attached).</p> <p>(No Specific Ward Relevance);</p>

Overview and Scrutiny

Committee

Tuesday, 24th January, 2012

<p>6. Core Strategy - Post-Scrutiny</p> <p>(Pages 9 - 12)</p> <p>E Baker, Acting Development Plans Manager</p>	<p>To consider the content of a summary report on the subject of the Core Strategy.</p> <p>(Report attached).</p> <p>All Wards;</p>
<p>7. External Refurbishment of Housing Stock Short, Sharp Review - Monitoring Update Report</p> <p>(Pages 13 - 16)</p> <p>L Tompkin, Head of Housing, G Revans, Head of Environmental Services, Head of Environment</p>	<p>To receive an update report on progress to date with implementing recommendations approved by the Executive Committee in January 2011.</p> <p>(Report attached).</p> <p>(Greenlands Ward);</p>
<p>8. Energy Advisor - Revenue Bid 2012/13 - Update Report</p> <p>J Pickering - Exec Director (Finance and Corporate Resources)</p>	<p>To consider further information with regards to a revenue bid for the Council to invest with Bromsgrove District Council in an Energy Advisor.</p> <p>(Report to follow).</p> <p>(No Specific Ward Relevance);</p>
<p>9. Quarterly Budget Monitoring Report - Quarter 2 - July - September 2011</p> <p>(Pages 17 - 48)</p> <p>T Kristunas, Head of Finance and Resources</p>	<p>To provide an overview of the budget, including the achievement of approved savings as at the end of Quarter 2, 2011/12.</p> <p>(Report attached)</p> <p>(No Specific Ward Relevance);</p>
<p>10. Quarterly Performance Report - Quarter 2 - July-September 2011</p> <p>(Pages 49 - 64)</p> <p>R Dunne, Policy Manager</p>	<p>To consider the quarterly performance report, showing indicators which have improved, declined or remained static when compared to the same period in the previous financial year.</p> <p>(Report attached)</p> <p>(No Specific Ward Relevance);</p>

Overview and Scrutiny

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Tuesday, 24th January, 2012

<p>11. Actions List (Pages 65 - 66)</p>	<p>To note the contents of the Overview and Scrutiny Actions List.</p> <p>(Report attached)</p>
<p>12. Executive Committee Minutes and Scrutiny of the Forward Plan (Pages 67 - 72)</p>	<p>To consider the minutes of the latest meeting(s) of the Executive Committee and also to consider whether any items on the Forward Plan are suitable for scrutiny.</p> <p>(Minutes attached).</p>
<p>13. Task & Finish Reviews - Draft Scoping Documents</p>	<p>To consider any scoping documents provided for possible Overview and Scrutiny review.</p> <p>(No reports attached)</p>
<p>14. Task and Finish Groups - Progress Reports</p> <p>Councillor Alan Mason, Councillor Simon Chalk, Councillor Gay Hopkins, Deputy Mayor 2011/12, Councillor Luke Stephens</p>	<p>To consider progress to date on the current reviews against the terms set by the Overview and Scrutiny Committee.</p> <p>The current reviews in progress are:</p> <ul style="list-style-type: none">a) Access for Disabled People – Chair, Councillor Alan Mason;b) Improving Recycling Rates – Chair, Councillor Gay Hopkinsc) Promoting Sporting Participation – Chair, Councillor Luke Stephens; andd) Youth Services Provision – Chair, Councillor Simon Chalk. <p>(Oral reports)</p>
<p>15. Health Overview and Scrutiny Committee</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>(Verbal report)</p>

Overview and Scrutiny

Committee

Tuesday, 24th January, 2012

<p>16. Crime and Disorder Scrutiny Panel - Chair's Update Councillor Bill Hartnett</p>	<p>To receive a report from the Chair of the Crime and Disorder Scrutiny Panel on any further developments in the work of the Panel that may have occurred since the previous meeting of the Committee.</p> <p>(Report to follow).</p>
<p>17. 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).</p>
<p>18. Work Programme (Pages 73 - 78)</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)</p> <p>(No Specific Ward Relevance);</p>

Overview and Scrutiny

Committee

Tuesday, 24th January, 2012

19. 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;

and may need to be considered as ‘exempt’.

Petition Prayer

Petition for Short Stay Parking in Redditch, Church Green and Surrounding Areas

By signing this petition we are in support of the above and feel it will encourage us and others to support the local businesses and facilities on the Church Green and surrounding areas more so by creating a 20 minutes short stay or drop off zone.

Lead Petitioner: Mr A. P. Mitchell
Number of signatures: 336.

Outcome of Town Centre Parking Meeting Friday 02 Dec 2011

Present:

Lyndsey Hadley	RBC Town Centre Coordinator
Susan Garrett	Senior Lincensing Practitioner
PC Adrian Corrigan	Local Policing Officer
Nick Churchill	WCC Traffic Management Team Leader
Debbie Degge	WCC Senior Highways Liaison Engineer
Matthew Mead	RBC Engineering Technician

Deliveries and Disabled Parking on Church Green East

There are currently concerns regarding the illegal vehicular usage of the pedestrian area for parking and delivery purposes.

There is already a Prohibition of Driving Traffic Regulation Order for all vehicles on this area, meaning deliveries are already prohibited. Any existing practice of this nature is illegal - (Only maintenance/emergency and specially adapted disabled vehicles are allowed under existing order)

Church Green East Traffic Order

As part of the revised Order, it is proposed to ban waiting and loading, whilst providing an exemption for legitimate vehicle usage for the street market as well as those used in connection with providing advice, information or a service to the public or to a section of the public. This will be carried out by means of a permit system, administered by Redditch Borough Council.

Standard exemptions for emergency service vehicles, street cleaning, bullion vehicles and building works etc. will be included in the Order, without the need for a permit.

The 5 disabled parking spaces, on Church Green East, will be retained. Blue badge holders will still be able to access these 5 spaces via Peakman Street but, as per the existing order, will not be able to park elsewhere within the pedestrianised Town centre area.

Cycling is proposed to be permitted within the Town Centre, in line with current Department for Transport guidance.

It is intended to introduce these Traffic Regulation Orders on an experimental basis on the 9th January 2012 and monitor them over an 18 month period. During the first 6 months of operation, public notices will invite comment or objection. Any formal objections received will then be considered before the final report to Members is written. At the end of the Experimental Order

period, there is scope to make the orders permanent, amend or abandon them.

This will leave the area as no parking, other than the defined area for blue badge holders – this can be enforced by the Borough, as well as moving traffic being an offence – this can be enforced by West Mercia. Thus meaning that the police and civil enforcement officers will enforce the area collectively but under different powers.

Limited Waiting Parking

There are 3 "limited waiting" areas existing in the town centre, located at Bates Hill, Herbert Street and Ipsley Street. At present, there are no other suitable sites to accommodate short stay parking.

Taxi Rank

There are three main ranks in the town:-

Kingfisher Centre Rank - sites roughly 6 to 8 taxis, this rank is leased by Kingfisher Centre to RBC on a 5 year basis. Used mainly by visitors to the Kingfisher Centre and the train station.

Unicorn Hill Taxi Rank - This rank has about 12 spaces for taxis. This rank was reviewed earlier in the year following a petition to move it. All agencies were consulted on this review and the matter went before the Licensing Committee for consideration.

In conclusion - all agencies had looked at whether there was any other suitable place to site this rank whilst allowing it to continue to serve the community. The Highways agency stated that it could not be changed into short term parking during the daytime and a taxi rank during the day (dual use) – this was due to not being able to legally have two different uses at the same time i.e. two road traffic orders in place for the same stretch of road. The Licensing Committee resolved to note the report and concluded that nothing further could be done to solve the issues.

Queen Street Rank – this rank has about 10 spaces for taxis. It is mainly used by visitors to this side of town and the Bingo Hall.

Conclusion

The meeting concluded that at the present time, it is felt that there is a sufficient and adequate mix of disabled and short stay parking within the Town Centre, along with the multiple off-street car parking facilities. All avenues have previously been investigated with regards to the relocation of the taxi rank and limited parking in the Unicorn Hill/Bates Hill areas but it was deemed appropriate by all parties to remain as the status quo.



Overview & Scrutiny Committee

No Direct Ward Relevance

24th January 2012

PORTFOLIO HOLDER ANNUAL REPORTS: QUESTIONS AND SUBJECTS FOR DISCUSSION WITH COUNCILLOR DEREK TAYLOR, PORTFOLIO HOLDER FOR LEISURE AND TOURISM

The following questions have been suggested by Members of the Overview and Scrutiny Committee. These questions will be posed to Councillor Derek Taylor, Portfolio Holder for Leisure and Tourism at the Overview and Scrutiny Committee meeting on Tuesday 24th January 2012.

- 1) What process does your department have in place for promoting community liaison?
- 2) In relation to the Palace Theatre:
 - a) has the introduction of a new management structure and changes to the Theatre's productions generated the savings and additional income expected?
 - b) what work has been done to ensure that the new productions are attracting as wide a section of the local community to the Theatre?
- 3) How well is the new contract at the Arrow Valley Countryside Centre working for people in Redditch?
- 4) What events are being arranged around the Olympic torch coming through Redditch in the summer?
- 5) What impact has the new shared service arrangements in your department made upon the Council's revenue?
- 6) How is the additional income that is being generated from the sale of timber through the Parks and Open Spaces Policy being used elsewhere by the Council?

Overview & Scrutiny

Committee

24th January 2012

NB Note draft revision /Update – Page 2. S

REDDITCH BOROUGH COUNCIL **GUIDE TO / FOR PORTFOLIO HOLDERS**

Portfolio Holders are appointed annually by the Council (separate sheet refers) and between them cover all areas of the Council's work and responsibility.

"Portfolio" indicates a specified area of responsibility allotted by formal resolution, for the purposes listed below.

"Portfolio Holder" indicates a member of the Council's Executive Committee who, within the allotted area of responsibility,

CAN	1.	Monitor Council performance informed by documents such as: <ul style="list-style-type: none"> • Community Strategy • Corporate Plan • Service Plans • Budgets • E.Government statements • BVPI's / Local PI's (separate document available) • Forward Plan 	*
	2.	Monitor the implementation of Council policy and decisions informed, in addition to the above, by <ul style="list-style-type: none"> • Council reports and Minutes • Personal contact with Officers 	*
	3.	Act as consultee for Members and Officers <ul style="list-style-type: none"> • Formally, in accordance with approved delegations of authority to Officers • Informally for general reference. 	*
	4.	Act as "Spokesperson" for the Council in relation to Press / Media / outside the	

Overview & Scrutiny

Committee

24th January 2012

		Council, but not exclusively (other Members may also have this shared role) (Council decision – 11th October ??)	
	5.	Act as “Rapporteur” a) to report annually to Overview & Scrutiny on the Services for which the Portfolio Holder has responsibility; and b) to act as a channel for feedback from representatives of outside bodies which fall within the remit of the Portfolio Holder. (Council Annual Meeting 22 nd May 2006)	
	6.	the role of Portfolio Holders be expanded to include a higher level of involvement with the Local Strategic Partnership, and, more specifically, with relevant Sub-Groups of the Redditch Partnership, as and when formed. (Exec January 2007 / Council ...)	
CANNOT		Act with delegated authority in any personal capacity (PFHs cannot therefore commit resources – financial / staffing, without further authority – Exec., Council, or Officer authority)	
			*
MAY	1.	Represent and “sponsor” their allotted Portfolio(s) at meetings of the Executive and the Council, and, <i>where appropriate</i> , at other Council meetings, e.g. O&S.	
	2.	Develop closer working relationship with relevant lead Directors and, via Directors, other relevant Officers.	
	3.	Attend relevant meetings, e.g. relevant O&S meetings, beyond those to which formally appointed by the Council <ul style="list-style-type: none"> • As an approved duty where invited to the meeting • Also as an approved duty when present on own initiative. <p style="text-align: right;">in accordance with current approved constitutional requirements.</p>	
	4.	Seek to trigger reports to <ul style="list-style-type: none"> • the Executive or Council, via normal report / 	

Overview & Scrutiny

Committee

24th January 2012

		<p>agenda preparation processes</p> <ul style="list-style-type: none"> • Regulatory Committees, via normal report / agenda preparation processes • Overview and Scrutiny Committee <p>in accordance with current approved constitutional requirements.</p>	

G:M&C/Members/Portfolio Holder Guide
& Constitution / Const.documents/revised sms/8.7.6/16.7.7

OVERVIEW AND SCRUTINY COMMITTEE

24th January 2012

CORE STRATEGY CONSULTATION SUMMARY REPORT

Relevant Portfolio Holder	Cllr Jinny Pearce, Portfolio Holder for Planning, Regeneration, Economic Development and Transport
Portfolio Holder Consulted	
Relevant Head of Service	Ruth Bamford, Head of Planning and Regeneration
Ward(s) Affected	All Wards
Ward Councillor(s) Consulted	Not applicable
Non-Key Decision	
This report contains exempt information as defined in Paragraph(s) of Part I of Schedule 12A to the Local Government Act 1972, as amended	

1. SUMMARY OF PROPOSALS

The report provides a summary of background information to a previous Core Strategy Consultation report relating to a number of endorsements of material related to the previous consultation on Redditch's the Revised Preferred Draft Core Strategy (January – March 2011). This report focuses on Appendix 1- where there are actions to work on proposed changes to emerging Local Plan policies.

2. RECOMMENDATIONS

The Overview and Scrutiny Committee is asked to Note the update report of the Executive Committee on 10th January 2012.

3. KEY ISSUES

Financial Implications

3.1 No financial implications.

Legal Implications

3.2 No legal implications.

Service / Operational Implications

3.3 This report is in response to Members requesting further information relating to the core strategy responses.

OVERVIEW AND SCRUTINY COMMITTEE

24th January 2012

3.4 Public consultation

- 3.5 There have been a number of public consultations leading up the Revised Preferred Draft Core Strategy.
- 3.6 Previously, a joint consultation with Bromsgrove District Council on Development Options took place during 8th February - 30th April 2010 and further Preferred Draft Core Strategy Consultation took place during 31st October 2008 - 8th May 2009 and a Core Strategy Issues and Options consultation 9th May to 20th June 2008.
- 3.7 The Revised Preferred Draft Core Strategy was consulted upon between 21st January 2011 and 4th March 2011, which included a range of consultation methods including questionnaires, Planning Advisory Panel and local exhibition and drop in session around the borough.
- 3.8 The questionnaire asked a number of questions relating to the draft core strategy; these include views about the aspirations of the vision and objectives to deliver the vision and to provide policy direction. Views were also sought on the number of dwellings to be accommodated in Redditch between 2006 and 2026 and to the Government's New Homes Bonus - an incentive to build more homes in order to receive more money.
- 3.9 There were questions relating to what kind of infrastructure provisions we would like to see on Strategic Sites. As well as options to the Government's 'Localism' Bill, in particular neighbourhood plans questions were also asked as to whether there was justification in extending the Town Centre boundary outwards and if there should be flexibility in employment land policy targets.
- 3.10 As a result of the consultation the Council received over 300 responses from members of the public, residents groups and Statutory Consultees. Appendix 1 contains a table including:
- a summary of the responses received;
 - Officers' response to the comments; and
 - recommended action to be taken where a change can be identified or where further action to be taken.
- 3.11 The Council has also received three petitions in response to the consultation material. One relating to Brockhill with 674 signatures, second petition on Webheath ADR with 1016 signatures and third petition on the A435 ADR with 33 signatures. These petitions have been noted and taken into account and can be found in the table in Appendix 1.
- 3.12 The main points raised during the consultation have been considered and can be found in Appendix 1.
- 3.13 Executive Committee's decision 10th January 2012

OVERVIEW AND SCRUTINY COMMITTEE

24th January 2012

3.14 The Executive Committee made the following decisions to :

- defer Appendix 3: Transport Assessment;
- note Appendix 4: Employment Land Review Update and Appendix 5 : Historic Environment Assessment, Appendix 6 : Winyates Green Triangle Ecological Assessment, Appendix 7 : Affordable Housing Viability Assessment, Appendix 8: Playing Pitch Strategy; and
- endorse Appendix 1: Core Strategy Response Table, Appendix 2: Worcestershire Landscape Character Assessment Supplementary Guidance and Appendix 9 : Response to the Draft National Planning Policy Framework.

Customer / Equalities and Diversity Implications

3.15 An Equalities Impact Assessment of the previous Core Strategy draft was produced and another will be produced at the time of Policy review.

3.16 In order to allow more time for residents in the Webheath action group to ask questions and meet with the report writers of Appendix 3 Transport Assessment, the recommendation to note this appendix was not carried at Executive Committee on 10th January, and this is deferred until a later date.

4. RISK MANAGEMENT

As discussed under financial implications there is a potential risk from the presumption in favour of sustainable development. The uncertainty of the status of the emerging Local Plan in the context of the national planning policy could mean that the Council is subjected to increased appeals. It is therefore proposed to produce a Plan as quickly as possible.

5. APPENDICES

Appendix 1 : Core Strategy Response Table

Appendix 2 : Worcestershire Landscape Character Assessment Supplementary Guidance

Appendix 3 : Transport Assessment

Appendix 4 : Employment Land Review Update (To follow)

Appendix 5 : Historic Environment Assessment

Appendix 6 : Winyates Green Triangle Ecological Assessment

Appendix 7 : Affordable Housing Viability Assessment

Appendix 8 : Playing Pitch Strategy

Appendix 9 : Response to the Draft National Planning Policy Framework

6. BACKGROUND PAPERS

Core Strategy Consultation – 10th January 2012

OVERVIEW AND SCRUTINY COMMITTEE

24th January 2012

AUTHOR OF REPORT

Name: Emma Baker
email: emma.baker@redditchbc.gov.uk
Tel.: 01527 64252 Ext 3376

The External Refurbishment of Housing Stock Short, Sharp Review Group: Response to the Group's Final Report presented to the Executive Committee Wednesday 12th January 2010

Members approved the majority of the Group's recommendations. Only recommendations that were approved are listed in this table together with any actions that have been taken.

APPROVED RECOMMENDATIONS

RECOMMENDATION	GENERAL COMMENTS	Action taken
<p>Recommendation 1: We recommend that light colour paints be utilised to decorate garage doors to improve their visual appearance.</p>	<p>It was noted during the meeting that the application of the new paints will take place as and when required as part of the ongoing maintenance programme.</p>	<p>At the site visit with Members paint colours were discussed and an agreement was made to use the cream and brown paints as demonstrated on the trial block which was completed earlier in the year.</p>
<p>Recommendation 3: We recommend that the retaining wall to the rear of 1-12 Martley Close be redecorated as part of a Council arts project.</p>	<p>Members were keen to ensure that the community were involved in delivering this arts project.</p>	<p>No progress has been made regarding this piece of work during the 2011/12 financial year. Plans are in place to look at new 2012/2013 budgets and partnership working with Community Safety to address this project during 2012/2013. The project will be completed before the end of the forthcoming financial year.</p>

<p>Recommendation 5: We recommend that 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.</p>		<p>Where possible the Council aims to create diversification in plant species across the Borough. We do, however, also take in to account the location/environment in which the new/replacement planting is required in terms of its overall suitability, likelihood of successful establishment and future maintenance requirements.</p>
<p>Recommendation 6: We recommend that 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.</p>		<p>This work, which included the removal of hard standing and replacement with grass as well as other vegetative pruning/removal, has been successfully completed.</p>
<p>Recommendation 7: We recommend that in order to minimise the level of disruption experienced by local residents, a holistic approach to the delivery of frontline services be adopted.</p>	<p>Members and Officers did discuss concerns about the feasibility of delivering front line services holistically. However, in principle there was support for working holistically wherever possible over the delivery of frontline services and the recommendation was therefore approved.</p>	<p>Housing and Environmental Services are going through transformation of their services. The work currently being carried out will address this recommendation over the next 12 months.</p>

<p>Recommendation 8: We recommend that representatives of local schools be invited to participate in estate walkabouts.</p>		<p>As part of their transformation Housing is looking at a “Locality” intervention which will involve schools, health service, police, probation etc. This is currently underway.</p>
<p>Recommendation 9: We recommend that representatives of the local GP’s Consortium be invited to participate in the estate walkabouts once the consortia have been introduced in 2012/13.</p>		<p>For implementation from 2012/13 onwards.</p> <p>This will also be picked up.</p> <p>As part of their transformation Housing is looking at a “Locality” intervention which will involve schools, health service, police, probation etc. This is currently underway.</p>
<p>Recommendation 11: We recommend that Worcestershire County Council Highways Officers be contacted to require them to repair the road surface entrance to Rushock Close</p>	<p>Relevant Officers from the WCC Highways Department were notified of this request on 25th November 2010. However, the Chair of the Group, Graham Vickery visited the site in early January 2011 and reported that the problem had not been resolved.</p>	<p>A request for the resurfacing works to be undertaken in Rushock Close was made. A number of pot holes were subsequently filled in 2011.</p>
<p>Recommendation 12: We recommend that 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.</p>	<p>Councillor Brandon Clayton is aware of the recommendation and the implications for the ongoing review of the potential demolition of some Council garages and car parking arrangements.</p>	<p>The garages have been demolished.</p>

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APRIL – SEPTEMBER (QUARTER 2) - FINANCE MONITORING REPORT 2011/12

Relevant Portfolio Holder	Councillor Michael Braley, Portfolio Holder for Corporate Management.
Portfolio Holder Consulted	Yes
Relevant Head of Service	Teresa Kristunas, Head of Finance and Resources
Wards Affected	All Wards
Ward Councillor Consulted	N/A
Non-Key Decision	

1. SUMMARY OF PROPOSALS

This report details the Council's financial position for the period April to September 2011 (Quarter 2 – 2011/12).

2. RECOMMENDATIONS

The Committee is asked to RESOLVE that

the current financial position on Revenue and Capital be noted, as detailed in the report.

3. KEY ISSUES

- 3.1 This report provides details of the financial information across the Council. The aim is to ensure Officers and Members can make informed and considered judgement of the overall position of the Council.

Financial Implications

- 3.2 A separate finance report for each department plus a council summary is shown on the following pages.
- 3.3 The Council set a balanced budget in February 2011 for the financial year 2011/12. Within the budget were included savings of £927,000 which were not fully identified. These included savings relating to shared services, Transformation, vacancies with the Council and changes to Terms and Conditions.

Revenue Budget summary Quarter 2 (April – September) 2011/12 – Overall Council

- 3.4 The current financial position for services delivered within the Borough is detailed in the table below.

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3.5 Internal recharges have not been included in these figure to allow comparison from budget to actual.

Service Head	Budget 2011/12 £'000	Budget April - September £'000	Actual spend April – September £'000	Variance to date April - September £'000	Projected Variance £'000
Environmental Services	3,430	1,907	1,783	(124)	(104)
Community Services	1,962	961	888	(73)	(30)
Regulatory Services	1,347	684	678	(6)	0
Leisure & Cultural Services	3,404	1,690	1,608	(82)	40
Planning & Regeneration	2,029	1,000	823	(177)	(125)
Customer Services	921	490	450	(40)	(10)
Finance & Resources	5,759	2,821	2,615	(206)	(92)
Legal, Equalities & Democratic Services	1,314	702	590	(112)	(26)
Policy, Performance & Partnerships	589	317	285	(32)	0
Business Transformation	883	504	466	(38)	0
Head of Housing Services	1,053	526	488	(38)	(30)
Corporate Services	327	164	127	(37)	(30)
SERVICE TOTAL	23,018	11,766	10,801	(965)	(407)

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Financial Commentary

- 3.6 Owing to the additional number of staff who are now entitled to claim essential car user allowance together with the increase in the HMRC (Her Majesty's Revenue and Customs) mileage rate, there is a projected saving of £8,000 to be delivered against the anticipated saving of £115,000.
- 3.7 Other main variances on both anticipated savings and current underspends include:
- a) An additional £14,000 New Homes Bonus than budgeted;
 - b) External Funding to Waste collection of £101,000;
 - c) Various savings from Vacant Posts;
 - d) There is a £66,000 saving from the cost of Internal Audit following its transfer to WETT.
- 3.8 The Finance Team is working with Service Managers to identify further savings and underspends to deliver the required savings whilst ensuring that the quality of service delivered to the community is not affected.

Capital Budget summary Quarter 2 (April - September) 2011/12 – Overall Council

Department	Budget 2011/12 £'000	Actual spend April – September £'000	Balance To 31st March 2011 £'000
Business Transformation	163	138	25
Environmental Services	3,544	1,246	2,298
Planning & Regeneration	47	5	42
Regulatory Services	152	5	147
Community Services	1,413	402	1,011

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Leisure & Cultural Services	6,765	6,694	71
Finance & Resources	657	26	631
Head of Policy, Performance & Partnerships	180	-	180
Housing Services (inc HRA)	7,116	4,076	3,040
Total	20,037	12,592	7,445

Financial Commentary:

- The major variances are due to the fact some capital projects have not yet been started during 2012.
- The Abbey Stadium Project is due to be completed by April 2012.
- Finance Officers are working with Heads of Service to establish the timetable for major projects.

Treasury Management

- 3.9 The Council's Treasury Management Strategy has been developed in accordance with the Prudential Code for Capital Finance prudential indicators and is used to manage risks arising from financial instruments. Additionally treasury management practices are followed on a day to day basis.

Credit Risk

- 3.10 Credit risk arises from deposits with banks and financial institutions, as well as credit exposures to the Council's customers. Credit risk is minimised by use of a specified list of investment counterparty criteria and by limiting the amount invested with each institution. The Council receives credit rating details from its Treasury Management Advisers on a daily basis and any counterparty falling below the criteria is removed from the list.

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3.11 At 30th September 2011, short-term investments comprise:

	30th June 2011 £000	30th September 2011 £000
Deposits with Banks/Building Societies	10,500	15,800

Income from investments

- 3.12 An investment income target of £132,000 has been set for 2011/12 using a projected rate of return of 0.75% - 1.50%. During the past financial year, bank base rates have remained at 0.50% and current indications are projecting minimal upward movement for the short-term.
- 3.13 In the 3 months to 30th September, the Council earned income from investments of £41,000. The Council is on track to achieve the budget on investments for 2011.

General Fund Balances

- 3.14 The General Fund Balance as at the 31st March 2011 is £1,564,495; the budget set in February 2011 included an estimated use of balance of £494,956.

Legal Implications

- 3.15 No Legal implications have been identified.

Service / Operational Implications

- 3.16 Sound performance management and data quality are keys to achieving improved scores in the Use of resources judgement. This performance report supports that aim.

Customer / Equalities and Diversity Implications

- 3.17 Performance Improvement is a Council Objective.

4. RISK MANAGEMENT

Risk considerations are covered within the report.

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5. APPENDICES

- Appendix 1 - Environmental Services
- Appendix 2 - Community Services
- Appendix 3 - Regulatory Services
- Appendix 4 - Leisure & Cultural Services
- Appendix 5 - Planning & Regeneration
- Appendix 6 - Customer Services
- Appendix 7 - Finance & Resources
- Appendix 8 - Legal, Equalities & Democratic Services
- Appendix 9 - Policy, Performance & Partnerships
- Appendix 10 - Business Transformation
- Appendix 11 - Housing Services
- Appendix 12 - Corporate Services.

6. BACKGROUND PAPERS

None.

AUTHOR OF REPORT

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Appendix 1
Budget Summary Quarter 2
(April - September) 2011/12 - Head Of Environment

Revenue

	Budget 2011/12 £'000	Profiled Budget Apr- Sept 2011/12 £'000	Apr-Sept 2011/12 Actual (inc commitments) £'000	Apr-Sept 2011/12 Variance £'000	Projected Outturn 2011/12 £'000	Projected Variance 2011/12 £'000
Environmental Services	505	248	246	(2)	505	0
Env. Services Man. (Depot)	516	258	248	(10)	516	0
Highways & Drainage	438	241	239	(2)	435	(3)
Manager Bereavement Services	(265)	(46)	(33)	13	(265)	0
Manager Lands. & Cleansing	37	90	95	5	37	0
Manager Supplies And Transport	102	51	54	3	102	0
Manager Waste Collection	1,175	588	461	(127)	1,074	(101)
Manager Waste Management	922	477	473	(4)	922	0
TOTAL	3,430	1,907	1,783	(124)	3,326	(104)

The projected variance on Highways and Drainage is due to a vacant post, part of the savings from this are being used to fund temporary staffing arrangements there is also a projected loss on car parking income.

The saving on Waste Collection is due to funding from WCC towards Waste Strategy which was not anticipated in the original estimates for 2011/12.

Appendix 1
Budget Summary Quarter 2
(April - September) 2011/12 - Head Of Environment

Capital

Capital Scheme	Budget £'000	YTD Actuals £'000	Commitments £'000	Actual + Commitments £'000	Balance £'000
Improved Parking Scheme	261	94	56	150	111
Vehicle Purchase - Cleansing	571	-	278	278	293
L'Scape Imp Programme	175	58	62	120	55
Recycling Project	90	-	-	-	90
Town Centre Landscape Scheme	465	6	-	6	459
Park Infrastructure	30	-	-	-	30
Liveability	4	-	2	2	2
Brockhill Community Woodlands	5	-	-	-	5
L'Scaping Astwood Bank	4	-	3	3	1
Oakenshaw Spinney	8	5	2	7	1
Oakenshaw Woods	7	-	1	1	6
Greenlands Pub Open Space	9	2	-	2	7
Wirehill Woods	12	-	-	-	12
Crematorium Enhancement	758	-	-	-	758
Drainage Works Cemetery	14	3	-	3	11

Appendix 1
Budget Summary Quarter 2
(April - September) 2011/12 - Head Of Environment

Capital Scheme	Budget £'000	YTD Actuals £'000	Commitments £'000	Actual + Commitments £'000	Balance £'000
Est Enhancement - Lodgepark	384	256	11	267	117
Est Enhancement - Woodrow	59	31	0	31	28
Est Enhancement - Winyates	238	127	6	133	105
Crematorium Extension	35	2	-	2	33
Land Drain Works - Old Forge Dr	150	155	83	238	(88)
Crossgate Depot Imps 2010	80	3	-	3	77
Culvert & Ditch Pitcheroak Woods	40	-	-	-	40
C'Hill Brook Culvert & F/Bridge	20	-	-	-	20
Foxlydiate Crescent Lighting	25	-	-	-	25
C'Hill Brook Footpath Imps	20	-	-	-	20
Flood Alleviation	80	-	-	-	80
Total	3,544	742	504	1,246	2,298

Appendix 2
Budget Summary Quarter 2
(April - September) 2011/12 - Head Of Community Services

Revenue

Service	Budget 2011/12 £'000	Profiled Budget Apr- Sept 2011/12 £'000	Apr-Sept 2011/12 Actual (inc commitments) £'000	Apr- Sept 2011/12 Variance £'000	Projected Outturn 2011/12 £'000	Projected Variance 2011/12 £'000
Community Services	1,614	787	685	(102)	1,584	(30)
Control Centre Manager	293	147	165	18	293	0
Manager Care & Repair	55	27	39	12	55	0
TOTAL	1,962	961	888	(73)	1,932	(30)

Saving is due to maternity leave savings and vacant hours

Appendix 2
Budget Summary Quarter 2
(April - September) 2011/12 - Head Of Community Services

Capital

Capital Scheme	Budget £'000	YTD Actuals £'000	Commitments £'000	Actual + Commitments £'000	Balance £'000
Hmo Grants	26	7	-	7	19
Energy & Efficiency Installs	116	10	26	36	80
Micro Gen Tech	2	1	-	1	1
Interim Man Orders	49	-	-	-	49
Small Area Improvements	100	48	-	48	52
CCTV/Lifeline	34	17	4	21	13
P/S Hsg Computer System	10	-	-	-	10
Strat Hsg Research & Dev	50	59	11	70	(20)
Home Repairs Grant(Over 60'S)	228	11	-	11	217
Disabled Facilities Grant	798	208	-	208	590
Total	1,413	361	41	402	1,011

Appendix 3
Budget Summary Quarter 2
(April - September) 2011/12 - Head Of Regulatory

Revenue

Service	Budget 2011/12 £'000	Profiled Budget Apr- Sept 2011/12 £'000	Apr-Sept 2011/12 Actual (inc commitments) £'000	Apr- Sept 2011/12 Variance £'000	Projected Outturn 2011/12 £'000	Projected Variance 2011/12 £'000
Environmental Health	1,169	584	588	4	1,169	0
Manager Taxi Licensing	179	99	90	(10)	179	0
TOTAL	1,347	684	678	(6)	1,347	0

No variances to report.

Appendix 3
Budget Summary Quarter 2
(April - September) 2011/12 - Head Of Regulatory

Capital

Capital Scheme	Budget £'000	YTD Actuals £'000	Commitments £'000	Actual + Commitments £'000	Balance £'000
Regulatory Shared Services	100	-	-	-	100
Contaminated Land(Bdc)	52	5	-	-	47
Total	152	5	-	-	147

Appendix 4
Budget Summary Quarter 2
(April - September) 2011/12 – Head Of Leisure & Cultural

Revenue

Service	Budget 2011/12 £'000	Profiled Budget Apr- Sept 2011/12 £'000	Apr-Sept 2011/12 Actual (inc commitments) £'000	Apr- Sept 2011/12 Variance £'000	Projected Outturn 2011/12 £'000	Projected Variance 2011/12 £'000
Business Development	27	0	2	3	27	0
Cultural Services	944	500	425	(76)	944	0
Leisure & Cultural Man	255	127	188	60	255	0
Parks & Green Spaces	919	418	389	(29)	925	6
Sports Services	1,260	644	605	(39)	1,294	34
TOTAL	3,404	1,690	1,608	(82)	3,444	40

The projected Variance on Sports Services relates to under achievement in additional income target on the Reddicard and Golf Course. This target has not been achieved and in addition to a marketing campaign being introduced the shortfall will be addressed as part of the budget review for 2012/13.

A saving from Business Rates in relation to the Golf Course has reduced the overall shortfall.

The variance on Cultural Services is due to additional income on Palace Shows at this time of year.

The variance on Leisure and Cultural Management is due to the recent Leisure Review, the new management structure has been implemented and budgets and recharges have not yet been fully adjusted.

Appendix 4
Budget Summary Quarter 2
(April - September) 2011/12 – Head Of Leisure & Cultural

Capital

Capital Scheme	Budget £'000	YTD Actuals £'000	Commitments £'000	Actual + Commitments £'000	Balance £'000
Abbey Stadium Consultation	6,746	4,958	1,718	6,676	70
South Street S106 Fund	19	8	9	18	1
Total	6,765	4,966	1,727	6,694	71

No significant variances.

Appendix 5
Budget Summary Quarter 2
(April - September) 2011/12 – Head Of Planning & Regeneration

Revenue

Service	Budget 2011/12 £'000	Profiled Budget Apr- Sept 2011/12 £'000	Apr-Sept 2011/12 Actual (inc commitments) £'000	Apr- Sept 2011/12 Variance £'000	Projected Outturn 2011/12 £'000	Projected Variance 2011/12 £'000
Building Control	310	156	132	(25)	288	(22)
Economic Development	202	101	75	(26)	190	(13)
Head Of Planning & Regeneration	43	21	24	2	43	0
Planning Services	1,474	721	592	(129)	1,385	(90)
TOTAL	2,029	1,000	823	(177)	1,905	(125)

The savings relate to salary savings due to 2 members of staff working for BDC currently and additional income due to more applications on Building Control.

Appendix 5
Budget Summary Quarter 2
(April - September) 2011/12 – Head Of Planning & Regeneration

Capital

Capital Scheme	Budget £'000	YTD Actuals £'000	Commitments £'000	Actual + Commitments £'000	Balance £'000
Train Station Project	25	5	-	-	20
Idox Uniform Software	22	-	-	-	22
Total	47	5	-	-	42

Appendix 6
Budget Summary Quarter 2
(April - September) 2011/12 - Head Of Customer Services

Revenue

Service	Budget 2011/12 £'000	Profiled Budget Apr- Sept 2011/12 £'000	Apr-Sept 2011/12 Actual (inc commitments) £'000	Apr- Sept 2011/12 Variance £'000	Projected Outturn 2011/12 £'000	Projected Variance 2011/12 £'000
Customer Support Services	921	490	450	(40)	911	(10)
TOTAL	921	490	450	(40)	911	(10)

The underspend is due to efforts to minimise spend to essential items only.

Appendix 7
Budget Summary Quarter 2
(April - September) 2011/12 – Head Of Finance & Resources

Revenue

	Budget 2011/12 £'000	Profiled Budget Apr- Sept 2011/12 £'000	Apr-Sept 2011/12 Actual (inc commitments) £'000	Apr- Sept 2011/12 Variance £'000	Projected Outturn 2011/12 £'000	Projected Variance 2011/12 £'000
Asset Maint	1,009	637	687	50	984	(25)
Audit Services	108	54	(6)	(60)	43	(65)
Benefits	1,319	620	597	(23)	1,319	0
Corporate Management	1,091	523	506	(17)	1,091	0
Council Tax	1,000	500	404	(95)	1,000	0
Financial Services	678	339	327	(12)	678	0
Head Of Resources	43	22	24	3	43	0
Human Resources	487	243	226	(18)	487	0
Procurement	78	39	14	(25)	78	0
Property Management	(53)	(155)	(162)	(8)	(56)	(2)
TOTAL	5,759	2,821	2,615	(206)	5,667	(92)

There have been net savings on Business Rates in relation to properties owned by the Borough which will result in an underpend of £25k (asset maint) and £2k (Property Management) following changes in the Valuation List.

In addition there has been a reduction in charge from due to the new shared services arrangements with Worcestershire Internal Audit Services.

Appendix 7
Budget Summary Quarter 2
(April - September) 2011/12 – Head Of Finance & Resources

Capital

Capital Scheme	Budget £'000	YTD Actuals £'000	Commitments £'000	Actual + Commitments £'000	Balance £'000
Benefits Replacement System	13	4	-	4	9
Energy Manage/ Measure	25	-	-	-	25
Public Building	309	9	13	22	287
Energy Management System 2010	100	-	-	-	100
Hewell Rd Pool Works	210	-	-	-	210
Total	657	13	13	26	631

Appendix 8
Budget Summary Quarter 2
(April - September) 2011/12
Head Of Legal, Equalities, & Democratic Services.

Revenue

Service	Budget 2011/12 £'000	Profiled Budget Apr- Sept 2011/12 £'000	Apr-Sept 2011/12 Actual (inc commitments) £'000	Apr- Sept 2011/12 Variance £'000	Projected Outturn 2011/12 £'000	Projected Variance 2011/12 £'000
Civic Support	104	52	40	(13)	104	0
Democratic Services	569	289	253	(35)	569	0
Elections	246	163	144	(19)	246	0
Legal Services	395	198	153	(44)	369	(26)
TOTAL	1,314	702	590	(112)	1,288	(26)

The net underspend for the department relates to a number of issues including:

- Vacancies in the department which have been kept on hold pending the implementation of the shared service with Bromsgrove District Council.
- Officers have enabled access to electronic information resulting in an underspend on books and publications.
- A delay in payments made to Bromsgrove District Council to support the shared election service and additional efficiencies within the shared service generally.

Appendix 9
Revenue Budget Summary Quarter 2
(April - September) 2011/12
Policy Performance And Partnerships

REVENUE

Service	Budget 2011/12 £'000	Profiled Budget Apr- Sept 2011/12 £'000	Apr-Sept 2011/12 Actual (inc commitments) £'000	Apr- Sept 2011/12 Variance £'000	Projected Outturn 2011/12 £'000	Projected Variance 2011/12 £'000
Communications	235	117	90	(28)	235	0
Policy Performance & Partnership	214	130	126	(4)	214	0
Print & Reprographic Services	140	70	70	0	140	0
TOTAL	589	317	285	(32)	589	0

No underspend expected in 2011/12 as there is a delay in invoicing from BDC on Communications.

Appendix 9
Revenue Budget Summary Quarter 2
(April - September) 2011/12
Policy Performance And Partnerships

Capital

Capital Scheme	Budget £'000	YTD Actuals £'000	Commitments £'000	Actual + Commitments £'000	Balance £'000
Solar Panels	180	-	-	-	180
Total	180	-	-	-	180

Appendix 10
Revenue Budget Summary Quarter 2
(April - September) 2011/12 – Head Of Business Transformation

Revenue

Service	Budget 2011/12 £'000	Profiled Budget Apr- Sept 2011/12 £'000	Apr-Sept 2011/12 Actual (inc commitments) £'000	Apr- Sept 2011/12 Variance £'000	Projected Outturn 2011/12 £'000	Projected Variance 2011/12 £'000
Business Transformation	708	354	325	(29)	708	0
Head Of Business Transformation	51	25	23	(3)	51	0
IT Licences Direct Services	124	124	118	(6)	124	0
TOTAL	883	504	466	(38)	883	0

No savings predicted to end of year.

Appendix 10
Revenue Budget Summary Quarter 2
(April - September) 2011/12 – Head Of Business Transformation

Capital

Capital Scheme	Budget £000	YTD Actuals £000	Commitments £000	Actual + Commitments £000	Balance £000
IT Replacement Programme	62	38	8	46	16
Members ICT Facilities	11	1	1	2	9
New Telephone System	90	63	27	90	-
Total	163	102	36	138	25

Appendix 11
Revenue Budget Summary Quarter 2
(April - September) 2011/12 – Head Of Housing & Community

Revenue

Service	Budget 2011/12 £'000	Profiled Budget Apr- Sept 2011/12 £'000	Apr-Sept 2011/12 Actual (inc commitments) £'000	Apr- Sept 2011/12 Variance £'000	Projected Outturn 2011/12 £'000	Projected Variance 2011/12 £'000
Housing General Fund	1,053	526	488	(38)	1,023	(30)
TOTAL	1,053	526	488	(38)	1,023	(30)

Savings are due to vacant posts.

Appendix 11
Revenue Budget Summary Quarter 2
(April - September) 2011/12 – Head Of Housing & Community

Capital

Capital Scheme	Budget £000	YTD Actuals £000	Commitments £000	Actual + Commitments £000	Balance £000
Catch Up Rep-Bath Replacements	635	347	213	560	75
Catch Up Rep-Kitchen Upgrades	2,053	868	434	1,302	751
Catch Up Repairs	748	547	5	552	196
Asbestos General	238	80	-	80	158
Structural Repairs	172	56	-	56	116
General Roofing	134	119	-	119	15
Rewiring	632	222	195	417	214
Upgrade Of Ch Systems	707	278	348	626	81
Window Replacements	120	25	-	25	95
Roof Works – C/Hill & Wood	97	13	33	46	52
Disabled Adaptations	674	242	3	245	429
Security Door Entry Scheme	220	4	12	16	204
Housing Management It System	100	-	-	-	100
Solid Wall Insulation	300	-	-	-	300
Repairs To Sheltered Hsg Stock	166	24	8	32	134
Winslow Close Heating	120	-	-	-	120
Total	7,116	2,825	1,251	4,076	3,040

Appendix 12
Revenue Budget Summary Quarter 2
(April - September) 2011/12 –Corporate Services

Revenue

Service	Budget 2011/12 £'000	Profiled Budget Apr- Sept 2011/12 £'000	Apr-Sept 2011/12 Actual (inc commitments) £'000	Apr- Sept 2011/12 Variance £'000	Projected Outturn 2011/12 £'000	Projected Variance 2011/12 £'000
Corporate Services	327	164	127	(37)	297	(30)
TOTAL	327	164	127	(37)	297	(30)

A contribution has been made by Bromsgrove District Council towards Admin Support. This is additional income as it was not anticipated during the budget setting process.

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**CORPORATE PERFORMANCE REPORT -
QUARTER 2, PERIOD ENDING 30TH SEPTEMBER 2011**

Relevant Portfolio Holder	Councillor Michael Braley, Corporate Management
Portfolio Holder Consulted	Yes – At Portfolio Holders’ meeting
Relevant Head of Service	Kevin Dicks, Chief Executive
Wards Affected	All Wards
Ward Councillor Consulted	N/A
Non-Key Decision	

1. SUMMARY OF PROPOSALS

This report also provides Members with an opportunity to review the Council’s performance for quarter 2 of the 2011/12 financial year and to comment upon it.

2. RECOMMENDATIONS

The Committee is asked to RESOLVE that:

subject to Members’ comments, the update on key performance indicators for the period ending 30th September 2011 be noted.

3. KEY ISSUES

Financial Implications

3.1 The proposed system of measures for 2012/13 will provide a greater understanding of customer demand, allowing for more proactive services to be provided, with alignment of finance to purposes.

3.2 Poor financial performance will be detrimental to any Council assessment and overall performance. Specific financial indicators included in the 2011/12 set are listed below:

- Time taken to process housing benefit / council tax benefit new claims and change events;
- The amount of Housing Benefit overpayments recovered as a percentage of all HB overpayments;
- Percentage of invoices paid by the Council within 30 days of receipt or within the agreed payment terms;
- Percentage of council tax collected by the authority in the year.

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Legal Implications

- 3.3 The Government announced that the former National Indicator set was to be reduced. At present there is no legal requirement for the local authority to produce specific performance data.
- 3.4 As the Council progresses with the transformation programme, Members and Senior Management Team may wish to challenge data requirements placed upon the Council by external organisations if it is felt that they do not contribute to the purposes of the organisation.

Service / Operational Implications

- 3.5 The options for reporting the Council's performance for the remainder of 2011/12 are being presented as a response to the changing demands on departments and the Policy Team as a result of the transformation programme.

Service areas are being asked to develop performance measures alongside reporting against the current set of indicators, many of which do not seem to provide the customer focused data which would benefit services or allow insight into the performance from a customer's perspective.

Reducing or removing the current quarterly reporting requirements would allow the Policy Team to play a greater role in the development of the new performance system and support Officers and Members with any changes. The current electronic data collection (EDC) spreadsheet would still be available to officers to capture their data should they require it for reporting to an external body or for departmental use.

- 3.6 The proposed use of a set of measures by which to assess performance against purposes will change fundamentally how performance data is gathered, used and reported from 2012/13 onwards. These measures are currently being developed to reflect what actually matters to customers and their actual (often end-to-end) experience of the Council's services. These measures will be collected and utilised by officers in as real-time as possible, with Members and the management team having access to contemporaneous data about service demand. It is envisioned that this will not be through the current system of quarterly reporting, but through access to a corporate dashboard of measures.
- 3.7 Through the current quarterly performance reporting, the Council looked to: retain a tighter focus at a corporate level – with a clearly defined number of indicators reported and monitored; develop capacity for Directorates to strengthen performance management by focusing on service plan commitments; continue to monitor selected former National Indicators and retained BVPI's and local indicators at a Member level at

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least annually; and to develop links to how the Council is performing in its key delivery projects.

3.8 The corporate performance report compares the year to date outturn with the same period last year and shows those indicators which are included in the Council Plan and whether they have improved, declined or remained static in performance.

3.8.1 In total, data has been provided for 27 indicators for quarter 2. Of these, 10 have improved in performance and 16 have declined compared to the same period last year. In addition there is 1 indicator which has remained static, and is at optimum performance and as such no improvement is possible.

3.8.2 Of those indicators which have declined, there are 2 which are specifically problematic and require further analysis (see section 3.9).

3.8.3 This report shows that of the 27 indicators reported this quarter, 40.0% have improved when compared to the same period last year (April to September).

By way of example:

- a) The time taken to process Housing Benefit / Council Tax Benefit new claims and change events has continued to demonstrate a positive direction of travel as the length of time to process the claims has reduced by 3.1 days when compared to the same period last year, falling from 12.30 days to 9.20 days;;
- b) There has been a 2.76kg reduction (per head of population) in the amount of household waste collected. Falling from 90.58 kgs, April – September in 2010/11 to 87.82kgs for the same period in 2011/12;
- c) The amount of residual waste per household has also fallen when comparing April – September 2010/11 with the same period in 2011/12, dropping from 297.95kgs to 284.54kgs;
- d) Despite an increase in the number of households approaching the authority for assistance, there has been a small decline in the number of households living in temporary accommodation (falling from 7 households in 2011/12 to 6 in 2011/12). This is due to pro-activity by the Housing Options Team.

3.8.4 There are two indicators highlighted as showing particular concern:

- a) When compared to the same period last year, the percentage of invoices paid by the Council within 30 days of receipt has dropped slightly from 92.77% to 91.52%; this continues to be a concern as there are ongoing issues with Officers not returning

**OVERVIEW & SCRUTINY
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invoices in a timely manner. A recent corporate message was sent out in Oracle to encourage Officers to return invoices within 4 days;

- b) There have been over 22% fewer people attending sports development sessions when comparing the first two quarters in 2010/11 with 2011/12.

Although the summer programme was successful, due to the loss of external funding relating to extended services and schools sports partnership there has been a reduction in attendance linked to a lower number of partnership programmes being delivered.

The reduction in attendance is a concern given the well documented issues around health inequalities in Redditch and officers are developing programmes to re-start the Active Clubs with local partners on a sustainable delivery model / programme.

- 3.9 To maintain data quality, the Council uses an electronic data collection (EDC) spread sheet. This shows current and historic performance against selected performance indicators.
- 3.10 The Council's current Council Plan makes a clear commitment to improve the way in which priority actions are planned and to improve the way in which performance is managed. Appendix 1 reports on the 2011/12 performance indicators contained within the Council Plan. The performance data contained in the attached report relates directly to the Council's priorities and objectives.
- 3.11 The performance indicator set includes one which reports on the number of working days / shifts lost to the local authority due to sickness absence per full time equivalent staff member. Quarter 2, 2011/12 shows a decrease in the amount of time lost due to sickness absence compared to the same period last year (April – September).
- 3.12 There are a total of 2 performance indicators that relate to air quality and climate change within the list of National Indicators all of which are included in the corporate set. These indicators are all reported annually.

Customer / Equalities and Diversity Implications

- 3.13 It is anticipated that the introduction of the customer focused measures will improve the services provided and the experiences of our customers, giving Members and officers a clearer picture of what matters to residents and an enhanced ability to respond to and proactively address issues as they arise.
- 3.14 Customer service performance indicators included for 2011/12:

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- a) Percentage of customers satisfied with the service received at Customer Service Centres and,
- b) Percentage of complaints handled within the agreed time frames.

Performance for these indicators can be found in Appendix 1.

- 3.15 Enhanced performance will assist to improve customer satisfaction.
- 3.16 Information contained in the attached appendix will be communicated to both internal and external customers via the intranet/Internet following approval at committee.

4. RISK MANAGEMENT

- 4.1 Assessing the Council's performance forms part of the Council's approach to risk management.
- 4.2 The proposed changes to a system of measures should allow issues to be identified much sooner, helping the Council to manage risk.

5. APPENDICES

Appendix 1 – Quarter 2, 2011/12 Corporate Performance Report, period ending 30 September 2011

6. BACKGROUND PAPERS

The details to support the information provided within this report are held by the Policy Team and on the Electronic Data Collection (EDC) system.

AUTHORS OF REPORT

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Redditch Borough Council Corporate Performance Report
Quarter 2, 2011/12 - Period Ending September 2011

The following pages provide a report for all corporate performance indicators which are contained in the Council Plan, for which data was expected and provided in quarter 2 (July - September) 2011/12 and where there is comparative data available; the data relates to a year to date (April - September) comparison.

	Finance & Corporate Resources (FR)		Leisure, Environmental & Community Services (LEC)		Area of Highest Need (AOHN)		Policy, Performance & Partnerships (PPP)		Planning, Regeneration, Regulatory & Housing Srvs (PRRH)		Total	
Total number of corporate performance indicators providing outturn data for quarter 2 where comparative data is available	5	%	17	%	0	%	0	%	5	%	27	%
Total number of indicators showing improvement compared to the same period last year ☺	3	60.0%	5	29.4%	NO COMPARABLE DATA AVAILABLE FOR THESE PIS		NO OUTTURNS EXPECTED THIS QUARTER		2	40.0%	10	37.0%
Total number of indicators showing a decline compared to the same period last year ☹	2	40.0%	11	64.7%					3	60.0%	16	59.3%
Total number of indicators showing no change compared to the same period last year** 😐	0	0.0%	1	5.9%					0	0.0%	1	3.7%

** One of the indicators showing no change is currently at optimum performance and as such, no improvement is possible

Key Findings for Quarter 2

This report shows that of the 27 indicators reported this quarter, 37.0% have improved when compared to the same period last year. By way of example, the time taken to process Housing Benefit / Council Tax Benefit new claims and change events continues to improve as the length of time to process the claims has reduced by 3.1 days compared to the same period last year. Likewise, the amount of residual waste per household has reduced by more than 13 kilograms when compared to the same period last year, it is hoped this will be further enhanced by a recycling campaign to be run between November 2011 and January 2012.

However there are also indicators which are highlighted as areas for concern; the percentage of invoices paid by the Council within 30 days of receipt has dropped to 91.52% due to officers failing to sign invoices and return them in a timely manor to accounts payable. In addition, there have been over 22% fewer people attending sports development session. Although the summer programme was successful, there has been a reduction in attendance in September as a consequence of Sport Unlimited funding cut. In addition there has been a shortage of staff and the cessation of Active Clubs due to the end of Extended Services funding. Work is under way to start the Active Clubs up again with local partners in a more sustainable programme.

The table below shows a key to terms and symbols used throughout this report.

Key to Terms and Symbols			
Improving performance compared to same period last year	☺	Positive Trend	+ve
Worsening performance compared to same period last year	☹	Negative Trend	-ve
No change in performance compared to same period last year	😐	To be confirmed	TBC
No data available for the period	#	Worcestershire Viewpoint Survey	(WVP)
Not applicable for this indicator/period	NA	Customer Service Centre	CSC
Data is provisional	*	West Midlands	WM

Redditch Borough Council Corporate Performance Report
Quarter 2, 2011/12 - Period Ending September 2011

Indicator Description	Current			History - Year End (where available)		Comments
	1 Apr 2010 - 30 Sep 2010	1 Apr 2011 - 30 Sep 2011	Direction of Travel (where applicable)	2009/10	2010/11	
Amount of housing benefit overpayments recovered as a % of all HB overpayments	77.93%	74.87%	☹	75.99%	67.15%	Amount of overpayments identified in quarter 2 (£185,820) were higher than in quarter 1 (£167,425), and any previous Quarter 2 period. Although compared to the same year to date period last year recovery is slightly lower.
Time taken to process Housing Benefit / Council Tax Benefit new claims and change events (days)	12.30	9.20	☺	13.40	11.35	Processing times have continued to improve - a number of factors may have caused this, in the last quarter there was a substantial increase over the previous quarter in the number of change events actioned - these are usually more quickly actioned than new claims and so can reduce average processing times. Secondly transformation work has led to claims being processed while the customer is present which has reduced time taken and linked to this is an increase in the number of people directly processing claims which has enabled more claims to be decided.
% of invoices paid by the Council within 30 days of receipt	92.77%	91.52%	☹	93.55%	92.39%	Increase in processing time. As officers have been failing to sign invoices and return in a timely manner to accounts payable, a corporate message was recently been sent out in Oracle to encourage officers to return invoices within 4 days. Role out of automated ordering system still in progress; it is anticipated this will be complete by the end of March 2012.
Number of working days / shifts lost to the local authority due to sickness absence per FTE (full time equivalent) staff members (days)	4.91	*4.20	☺	9.02	10.16	Increase in sickness from last quarter (1.96 days in Q1, 2.12 days in Q2) and decrease in sickness from the same period last year. Decrease in full time equivalent staff due to the sharing of services. We are in the process of revising the sickness absence reporting procedures across both Councils, the out-turn figure should therefore be regarded as an estimate.
% of council tax collected by the authority in the year	58.38%	58.53%	☺	97.23%	97.69%	Collection rate is marginally better than for the same period last year.
% of customers satisfied with the service received (CSC)	NA	99.44%	NA	NA	NA	Fewer customers were surveyed in this period, partly because a high volume of customers are now being served by Revenues and Benefits specialists; however numbers of customers satisfied remains consistently high.
% of complaints handled within the agreed time frames	77.50%	70.30%	Contextual	NA	81.25%	This is a slight drop in the percentage of complaints dealt with within agreed timescales compared with the same period last year. The number of complaints has increased as expected as we encourage staff to record feedback. The number of complaints escalated for further review has decreased by 93%.

Key to Terms and Symbols

Improving performance compared to same period last year	☺	Positive Trend	+ve
Worsening performance compared to same period last year	☹	Negative Trend	-ve
No change in performance compared to same period last year	☹☺	To be confirmed	TBC
No data available for the period	#	Worcestershire Viewpoint Survey	(WVP)
Not applicable for this indicator/period	NA	Customer Service Centre	CSC
Data is provisional	*	West Midlands	WM

Indicator Description	Current			History - Year End (where available)		Comments
	1 Apr 2010 - 30 Sep 2010	1 Apr 2011 - 30 Sep 2011	Direction of Travel (where applicable)	2009/10	2010/11	
Number of affordable homes delivered	58	17	Contextual	111	100	A total of 2 mortgage rescue properties and the last 13 shared equity homes (Homebuy Direct - Kickstart) at Windsor Road have been delivered. The Windsor Road site is now complete.
Number of racial incidents recorded by the authority per 100,000 population (contextual)	19.05	7.62	Contextual	24.15	29.21	There continues to be a reduction in reports across all reporting routes which is being addressed by the joint partnership, which will be delivering an updated publicity programme to increase awareness of a variety of reporting procedures.
% of racial incidents that resulted in further action (contextual)	100%	100%	Contextual	100%	100%	All racial incidents reported via the Hate Incident Reporting Scheme have further action taken ranging from liaison with the victim and witnesses and referral to the responsible agency to multi-agency case meetings through Redditch Anti Harrasment Partnership.
Adult re-offending rates for those under probation supervision	TBC	TBC	TBC	TBC	TBC	This is a new indicator at district level. Awaiting verification of data from Worcestershire County Council.
Number of British Crime Survey comparator crimes reported	1,640	1,796	☹	3,469	3,241	The total of 873 BCS comparator crimes in Q2 is slightly lower than Q1 (down 5% or 50 offences), however the longer term trends indicate an increasing trend with 64 (8%) more offences than Q2 last year, and a year to date increase of 10% (156 offences) compared to the same period in 2010/11. Furthermore, performance is significantly worse than peers, ranking 14th out of 15. Currently this performance is being investigated by the Redditch Community Safety Partnership to ascertain the reason why and what interventions can be put in place.
Number of people using the Dial-A-Ride service	17,670	16,924	☹	32,865	35,196	Slight reduction due to unplanned vehicle down time which has since been resolved. The service is also proactively publicising itself to increase new customer registrations.
Number of people using the Shopmobility service	8,314	8,497	☺	19,238	16,252	Slight increase on numbers for same period last year. Supervisor will be attending events and forums to promote the service.
% of lifeline calls answered within 1 minute	99.40%	99.40%	☹	NA	99.24%	This is within Telecare Services Association TSA target of 97.5%
% of CCTV incidents which are proactive monitoring	NA	18.45%	NA	NA	NA	2011/12 is the baseline year for this new performance indicator.
Number of CCTV evidential seizures	NA	23	NA	NA	NA	2011/12 is the baseline year for this new performance indicator (data has not previously been split by Council).
Number of attendances at community events	49,151	40,550	☹	44,364	62,073	Decrease from comparable period 2010/11 due to 2 annual funfares not taking place (1 at Birchfield Road & 1 at Arrow Valley Countryside Centre which accounts for approximately 10,000 visits). The new events team developed through the shared service process will look to address the short fall in attendance in 2012/13.

Indicator Description	Current			History - Year End (where available)		Comments
	1 Apr 2010 - 30 Sep 2010	1 Apr 2011 - 30 Sep 2011	Direction of Travel (where applicable)	2009/10	2010/11	
Attendance at community centres	87,391	88,064	☺	151,650	180,439	Increase from comparable period last year due to booking session running over the school holiday period.
Attendance at sports development sessions	29,556	22,858	☹	59,741	62,241	There have been over 22% fewer people attending sports development sessions when comparing the first two quarters in 2010/11 with 2011/12. Although the summer programme was successful, due to the loss of external funding relating to extended services and schools sports partnership there has been a reduction in attendance linked to a lower number of partnership programmes being delivered. The reduction in attendance is a concern given the well documented issues around health inequalities in Redditch and officers are developing programmes to re-start the Active Clubs with local partners on a sustainable delivery model/programme.
Attendance at arts development sessions	8,729	5,603	☹	9,851	14,236	Performance is down when compared to the same period last year as there has been no September Arts Festival (one off external funding).
Number of visitors to Palace Theatre	18,365	16,211	☹	44,857	53,015	There have been 846 users & 3 performances in the last quarter which is an improvement compared to the same quarter for last year. The implemented service structure changes are now beginning to take effect and the revised programming will start to develop larger audiences in the second half of the year.
Number of people visiting leisure centres	285,005	285,598	☺	565,157	569,187	Comparable with same period last year; a slight increase of 593 visitors.
Number of visitors to the Museum & Bordesley Abbey Visitors Centre	16,677	16,581	☹	15,068	21,347	Attendance slightly down in comparison to previous year performance due to the summer holiday shark exhibition proving 7% less popular than last years dinosaurs exhibition. Feedback gathered from the attendees will help shape next summers programme.
Number of visitors to the Abbey Stadium & Hewell Road Swimming Pool	162,231	154,855	☹	291,081	296,945	Decrease on comparable period from 2010/11 due to Abbey Stadium temporary building closures due to project work.
Household waste collection (kg per head)	90.58	87.82	☺	86.59	90.19	The amount of household waste collected per head of population has improved by 2.76kg when compared to the same period last year.
Residual waste per household (kgs)	297.95	284.54	☺	574.94	569.17	The amount of residual household waste has decreased by 13.41 kgs when compared to the same period last year. Recycling campaign runs from November - January.

Indicator Description	Current			History - Year End (where available)		Comments
	1 Apr 2010 - 30 Sep 2010	1 Apr 2011 - 30 Sep 2011	Direction of Travel (where applicable)	2009/10	2010/11	
% of household waste re-used, recycled or composted	27.58%	27.30%	☹	28.30%	28.73%*	Increase on tonnage sent for recycling compared with last quarter (Q1 - 26.33%, Q2 - 28.27%), however the overall quantity also rose giving a very similar outturn to the same period last year.
Improved street and environmental cleanliness - levels of litter	NA	12.50%	NA	NA	NA	This is a new indicator. This performance indicator has previously been reported using a different methodology and as such the historic data is not comparable. Compared with Q1, the levels of litter appear almost unchanged (12.16% in Q1 and 12.96% in Q2).
Improved street and environmental cleanliness - levels of detritus	NA	25.78%	NA	NA	NA	This is a new indicator. This performance indicator has previously been reported using a different methodology and as such the historic data is not comparable. Compared with quarter 1, the number of surveys below standard has fallen quite significantly (from 25 in Q1 to 8 in Q2) resulting in the quarterly snapshot falling from 33.78% to 14.81%.
Number of fly-tipping incidents dealt with	672	*859	☹	NA	NA	An increase in the number of fly-tips may be due to a number of duplicate enquiries or enquiries relating to private land being included – the figure will be updated at the Q3 return.
Number of fly-tipping enforcement actions	94	85	☹	NA	NA	There are slightly fewer enforcement actions for Q1 & Q2 this year.

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Key to Terms and Symbols			
Improving performance compared to same period last year	☺	Positive Trend	+ve
Worsening performance compared to same period last year	☹	Negative Trend	-ve
No change in performance compared to same period last year	☺	To be confirmed	TBC
No data available for the period	#	Worcestershire Viewpoint Survey	(WVP)
Not applicable for this indicator/period	NA	Customer Service Centre	CSC
Data is provisional	*	West Midlands	WM

Planning and Regeneration, Regulatory and Housing Services **Redditch Borough Council Corporate Performance Report**
Quarter 2, 2011/12 - Period Ending September 2011

Indicator Description	Current			History - Year End (where available)		Comments
	1 Apr 2010 - 30 Sep 2010	1 Apr 2011 - 30 Sep 2011	Direction of Travel (where applicable)	2009/10	2010/11	
Number of households living in temporary accommodation (Snapshot)	7	6	☺	7	3	Housing Options team are being proactive in minimizing the use of temporary accommodation despite increases in households approaching the authority for assistance.
Average time taken to re-let local authority housing (days)	18.99	20.68	☹	22.92	19.55	The voids performance has improved on the 1st quarter and is within our service target for 2011 to 2012 (25 days). In comparison with last year the outturn performance is due to the re-housing of tenants from Roxboro House following Council's decision to make the building surplus to the Council's stock.
Rent arrears as a percentage of rent roll	NA	3.30%	NA	3.57%	2.65%	This indicator was reported as an annual indicator in 2009/10 and 2010/11 and as such there is no quarterly comparative data available.
Processing of major planning applications determined within 13 weeks	80.00%	66.67%	☹	100%	76.92%	1 major application determined this quarter, and it was determined within the 13 weeks giving us our best % performance since the first quarter of 2010/2011.
Processing of minor planning applications determined within 8 weeks	100.00%	98.41%	☹	95.24%	100%	2 applications determined out of time this quarter, which although still within the national target, is the lowest our figures have been since the 3rd quarter of the financial year 2009/2010. However the reason for this is due to the fact that these applications had to be reported to committee.
Processing of other planning applications determined within 8 weeks	93.88%	98.88%	☺	98.16%	95.40%	1 application determined out of time this quarter. This was caused due to an administrative oversight within another council department that resulted in our office not receiving information that validated the application until it was 6 weeks old.
Percentage of business centre units vacant	NA	31.43%	NA	NA	TBC	Demand for units is low but this usually picks up during the Autumn.
Number of businesses provided with financial incentives (early evening economy)	NA	NA	NA	NA	NA	This is a new performance indicator. The Town Centre Partnership are currently agreeing a scheme. It is anticipated that the grant will be available from late Autumn.
Number of businesses provided with grants or training: business start up programme	NA	0	NA	NA	NA	This is a new performance indicator. The business start up programme began in September. There are a number of grants being processed but none paid yet.
Number of businesses provided with grants or training: business booster grant	8	1	NA	NA	11	The business booster grant was temporarily suspended whilst it was standardised across the 3 districts of North Worcestershire. A campaign to promote it is planned.
Number of businesses provided with grants or training: manufacturers' grant	NA	NA	NA	NA	NA	The Manufacturing Advisory Service (MAS) was planned to be the delivery partner for this grant. MAS is now a national organisation so a new method of delivery is being developed.

Indicator Description	Current			History - Year End (where available)		Comments
	1 Apr 2010 - 30 Sep 2010	1 Apr 2011 - 30 Sep 2011	Direction of Travel (where applicable)	2009/10	2010/11	

Key to Terms and Symbols			
Improving performance compared to same period last year	☺	Positive Trend	+ve
Key Findings for Quarter 1	☹	Negative Trend	-ve
No change in performance compared to same period last year	☺	To be confirmed	TBC
No data available for the period	#	Worcestershire Viewpoint Survey	(WVP)
Not applicable for this indicator/period	NA	Customer Service Centre	CSC
Data is provisional	*	West Midlands	WM

Actions requested by the Overview and Scrutiny Committee

Date Action Requested	Action to be Taken	Response
18th October 2011 1	Members requested that the potential to remove a number of unused bin cupboards from council properties in order to discourage fly tipping be investigated further. In particular it was suggested that conditions in Mickleton Close should be reviewed further.	Relevant information to be circulated to Members TO BE DONE
29th November 2011 2	Members requested a full list of the twenty areas that had been prioritised by West Mercia Police as priority areas for immediate attention.	Information emailed to Members on 7th December 2011. DONE
29th November 2011 3	Members requested further information on the use of housing pods as part of the housing trailblazers scheme.	Information emailed to Members on 10th January 2012. DONE
29th November 2011 4	The Chair invited two members to attend to attend the next meeting of the Regional Scrutiny Network on 15 March 2012 in Birmingham in his place.	Any Members to express an interest in attending. TO BE DONE
29th November 2011 5	Members requested that they receive a report on the Core Strategy – Consultation for post-scrutiny at the next meeting of the Committee on 24 January 2012.	Relevant officers to be notified and report to be included on the work programme accordingly. DONE
29th November 2011 6	Members proposed a number of questions for the consideration of Councillor Derek Taylor, Portfolio Holder for Leisure and Tourism.	Officers to record these questions and to circulate for the consideration of Councillor Taylor and relevant Officers. DONE



Executive Committee

10th January 2012

MINUTES

Present:

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

Also Present:

Councillors Peter Anderson, Andrew Brazier, David Bush and Brenda Quinney

Officers:

E Baker, R Bamford, C Flanagan, S Hanley, S Morgan and J Pickering and S Skinner

Committee Services Officer:

I Westmore

137. APOLOGIES

An apology for absence was received on behalf of Councillor Brandon Clayton.

138. DECLARATIONS OF INTEREST

There were no declarations of interest.

139. LEADER'S ANNOUNCEMENTS

The Chair advised that the following item of business, scheduled on the Forward Plan to be dealt with at this meeting, had been removed from the Plan as it was determined that the matter could be resolved without the need for a Committee decision:

- Brockhill East – New Area Name

The Chair also advised that consideration of Appendix 3 (Transport Assessment) to Item 7, Core Strategy Consultation was to be deferred to a future meeting of the Committee.

.....
Chair

140. MINUTES**RESOLVED that**

the minutes of the meeting of the Executive Committee held on 6th December 2012 be confirmed as a correct record and signed by the Chair.

141. BUDGET SETTING 2012/13

The Executive Director of Finance and Resources provided an oral update and presentation on the current proposals for the prioritisation of the Capital and Revenue Bids for the coming financial year.

Members' attention was drawn to several significant developments since the previous budget update provided by Officers. Following consultation on the localisation of the Non-Domestic Rates, the Government had reassessed the potential benefit accruing to the collecting authority with the result that around 80% of the rates were now anticipated to be received by the Borough Council, as opposed to the 20% which had previously been suggested. There had also been some movement on the reduction in provision of Council Tax Benefit with the Borough Council having the potential to share the burden with other precepting authorities. Nevertheless, the Council still faced the prospect of having to find further savings going forward.

The Committee was informed that the Overview and Scrutiny Committee had considered the bids and had supported the prioritisation as determined by Officers subject to two amendments. These were for the removal of Footpath Maintenance in Morton Stanley Park from the Capital Bids and for the deferral of the bid for the Energy Advisor subject to a further report to the next meeting of the Overview and Scrutiny Committee.

Members supported the prioritisation of the bids and the proposal to seek further advice on the Energy Advisor bid, subject to the downgrading of the bid for Data Analysis for Procurement from High to Medium. However, it was considered that it was in the Council's best interest to maintain its physical assets and so the bid for Morton Stanley Park was recommended for retention.

RESOLVED that

- 1) the priority levels for the Revenue and Capital Bids be supported subject to the following amendments:**

- a) the bid for Data Analysis for Procurement be downgraded from high to medium;
- b) the bid for the Energy Advisor be deferred to allow Officers to obtain additional information and report back to the Overview and Scrutiny Committee; and

2) the presentation and oral update be noted.

142. COUNCIL TAX BASE 2012/13

Members received a report setting out a summary of the information provided to the Department for Communities and Local Government in October 2011, updated where necessary, that would enable the Council to notify the major precepting authorities of the Tax Base for the Borough for the coming financial year.

RESOLVED that

- 1) the calculation of the Council's Tax Base for the whole and parts of the area for 2012/13, 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 the Redditch Borough Council as its tax base for the whole area for the year 2012/13 be 27,611.67 and for the parts of the area listed below be:

Parish of Feckenham	363.60
Rest of Redditch	<u>27,248.07</u>
	<u>27,611.67.</u>

143. CORE STRATEGY CONSULTATION

The Committee considered material related to the previous consultation on the Borough's Revised Preferred Draft Core Strategy in early 2011 and material that was to contribute towards the evidence base. Officers confirmed that, other than the Landscape Character Assessment, the documents under consideration would carry very limited weight in terms of the consideration of planning applications at present.

Consideration of Appendix 3, the Transport Assessment, was deferred to a later meeting to permit further discussion of its content with the authors.

Officers advised that some street names in Appendix 7, the Affordable Housing Viability Assessment, needed to be amended. Officers also advised that comments from external parties had been received on Appendix 4, the Employment Land Review, more recently and that Officers would consider and, if necessary, respond to these in the normal course of events.

RECOMMEND that

- 1) **the Officers' responses to the Revised Preferred Draft Core Strategy consultation, as attached at Appendix 1 to the report, be endorsed as the Borough Council's responses to comments received during consultation;**
- 2) **the Worcestershire Landscape Character Assessment Supplementary Guidance document, attached as Appendix 2, be endorsed and that it now be used as a material consideration in Development Management decision making;**
- 3) **Appendices 4 to 8 be noted as forming part of the Core Strategy Evidence Base; and**
- 4) **the Officers' response to the draft national planning policy framework, as attached at Appendix 9, be retrospectively endorsed as the Borough Council's response.**

144. OVERVIEW AND SCRUTINY COMMITTEE

The Committee received the minutes of a recent meeting of the Overview and Scrutiny Committee. In response to a question on the outcome of the petition regarding the Time 4 U Sexual Health Service, it was reported that the Primary Care Trust were considering a number of proposals in this regard.

RESOLVED that

the minutes be noted.

145. SHARED SERVICES BOARD

The Committee received the minutes of the most recent meeting of the Shared Services Board. There were no outstanding recommendations for the Committee's consideration.

RESOLVED that

the minutes be noted.

146. CONSTITUTIONAL REVIEW WORKING PARTY

The notes of recent meetings of the Constitutional Review Working Party were considered by the Committee. A number of recommendations were outstanding from the meeting of the Panel in December, including items such as the Petitions Scheme, the Planning Committee Procedure Rules and the procedure rules around announcements at Council meetings.

Members acknowledged that the amended rules would allow local residents to get a better outcome in terms of easier access to public speaking at the Planning Committee or a more appropriate and timely response to any petition submitted to the Council. Officers did report, however, that the recommendation to raise the Planning Committee quorum from three to five had been reconsidered and they were now advising that the existing quorum of three be retained.

RECOMMENDED that

Electoral Matters Committee

- 1) **no further action be taken in respect of the proposal to create an Electoral Matters Committee;**

Council Procedure Rules

- 2) **the minor addition to the Constitution in respect of Announcements detailed below be approved, with immediate effect:**

Announcements at full Council may be made by the Mayor, Leader, and/or Chief Executive Officer.

Planning Committee Procedural Rules / Terms Of Reference / Public Speaking

- 3) **the amendments to the Constitution in respect of the Planning Committee, as detailed at Appendix 2 to the Panel's Notes, be approved for implementation with immediate effect, subject to retention of the Planning Committee quorum at three; and**

Petitions Scheme

- 4) **the amendments to the Petition Scheme, as detailed at Appendix 3 to the Panel's Notes, be approved for implementation with immediate effect.**

Executive Committee

10th January 2012

147. WORCESTERSHIRE SHARED SERVICES JOINT COMMITTEE

The Committee received the minutes of the most recent meeting of the Worcestershire Shared Services Joint Committee.

RESOLVED that

the minutes be noted.

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

There were no minutes or referrals.

149. ADVISORY PANELS - UPDATE REPORT

The Committee considered the latest Advisory Panels report. It was agreed that the Leisure Contracts Advisory Panel should be deleted and reference removed from future monitoring reports.

RESOLVED that

subject to the amendment detailed in the preamble, above, the report be noted.

150. ACTION MONITORING

Members considered the Committee's Action Monitoring report. It was noted that the gritting and snow clearance item could be removed from the report.

RESOLVED that

subject to the amendment detailed in the preamble, above, the report be noted.

The Meeting commenced at 7.07 pm
and closed at 8.08 pm

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Chair



Overview and Scrutiny

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No Direct Ward Relevance

24th January 2012

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

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	<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>Relevant Lead Head(s) of Service</p>
<p>OTHER ITEMS - DATE FIXED</p>		
<p>24th January 2012</p>	<p>Petition – Town Centre Planning</p>	<p>Lead Petitioner</p>
<p>24th January 2012</p>	<p>Housing Revenue Account Report – Pre-Scrutiny</p>	<p>Relevant Lead Head(s) of Service</p>
<p>24th January 2012</p>	<p>Portfolio Holder Annual Report – Portfolio for Leisure and Tourism, Councillor Derek Taylor</p>	<p>Councillor Derek Taylor</p>

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24th January 2012	Quarterly Budget Report – Second Quarter 2011/12	Relevant Lead Head(s) of Service
24th January 2012	Quarterly Performance Report – Second Quarter 2011/12	Relevant Lead Head(s) of Service
24th January 2012	Core Strategy – Consultation - Post Scrutiny	Relevant Lead Head(s) of Service
14th February 2012	Fees and Charges 2012/13	Relevant Lead Head(s) of Service
14th February 2012	Housing Revenue Account – Finance Report	Relevant Lead Head(s) of Service
14th February 2012	Housing Revenue Account Report – Update on future arrangements for the account - Pre-Scrutiny	Relevant Lead Head(s) of Service
14th February 2012	Medium Term Financial Plan 2012/13 – 2014/15	Relevant Lead Head(s) of Service
14th February 2012	Overview and Scrutiny Recommendation Tracker – Mid-Year Report 2011/12	Relevant Lead Head(s) of Service
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
14th February 2012	Street Naming and Numbering Policy – Pre-Scrutiny	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	Communications Task and Finish Group – Update Report	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
27th March 2012	Improving Recycling Rates Short, Sharp Review – Final Report	Councillor Hopkins
27th March 2012	Quarterly Budget Report – Quart 3 – October – December 2011	Relevant Lead Head of Service
27th March 2012	Quarterly Performance Report – Quarter 3 – October – December 2011	Relevant Lead Head of Service
27th March 2012	Youth Employment at Redditch Borough Council – Update Report	Relevant Lead Head of Service
17th April 2012	Youth Services Provision Task Group – Final Report	Councillor S Chalk
17th April 2012	Access for Disabled People Task Group – Final Report	Councillor Mason

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22nd May 2012	Promoting Sporting Participation Task Group – Final Report	Councillor Stephens
22nd May 2012	Work Experience Task Group – Monitoring Report	Relevant Lead Head of Service
19th June 2012	Overview and Scrutiny Recommendation Tracker – Year End Report 2011/12	Relevant Lead Head of Service
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
	Gritting Short, Sharp Review Group – Monitoring Report	Relevant Lead Head of Service
	Overview and Scrutiny Member Training on Pre-Scrutiny.	Relevant Lead Head of Service
	Town Centre Landscape Improvements (including Church Green Improvements) – Pre-scrutiny	Relevant Lead Head of Service

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	Worcestershire Supporting People Strategy	Relevant Lead Head of Service
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