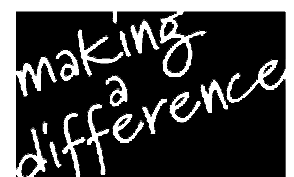


Overview and Scrutiny Committee

Tuesday, 14th February,
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, 14th February, 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 (Pages 1 - 14)</p>	<p>To confirm the minutes of the most recent meeting of the Overview and Scrutiny Committee as a correct record.</p> <p>(Minutes attached)</p> <p>(No Specific Ward Relevance);</p>
<p>4. Fees and Charges 2012/13 (Pages 15 - 84) J Pickering - Exec Director (Finance and Corporate Resources)</p>	<p>To consider the proposed fees and charges for 2012/13 for the Council's chargeable services.</p> <p>These fees and charges were approved at a meeting of the Executive Committee on 31st January 2012.</p> <p>(Report attached)</p> <p>(No Specific Ward Relevance);</p>
<p>5. Housing Revenue Account 2012/13 (Pages 85 - 92) T Kristunas, Head of Finance and Resources</p>	<p>To consider Initial Estimates for HRA 2012/13 and the proposed dwelling rents for 2012/13.</p> <p>(Report attached)</p> <p>(No Specific Ward Relevance);</p>

Overview and Scrutiny

Committee

Tuesday, 14th February, 2012

<p>6. Housing Revenue Account Report - Update on future arrangements</p> <p>L Tompkin, Head of Housing</p>	<p>To consider an update on future arrangements for the Housing Revenue Account for pre-scrutiny.</p> <p>(Reports to follow)</p> <p>(No Specific Ward Relevance);</p>
<p>7. Street Naming and Numbering Policy - Pre-Scrutiny</p> <p>D Poole, Head of Business Transformation</p>	<p>To consider a report on street naming and numbering policy for pre-scrutiny</p> <p>(Reports to Follow)</p> <p>(No Specific Ward Relevance);</p>
<p>8. Medium Term Financial Plan 2012/13 - 2014/15</p> <p>(Pages 93 - 100)</p> <p>Exec Director (Finance and Corporate Resources)</p>	<p>To consider further information as requested regarding the revenue budget bids 2012/13 – 2014/15 and the capital budget bids 2012/13 – 2014/15.</p> <p>(Reports attached)</p> <p>(No Specific Ward Relevance);</p>
<p>9. Performance report for services within the remit of the portfolio for Planning, Regeneration, Economic Development and Public Transport</p> <p>(Pages 101 - 110)</p> <p>R Bamford - Head of Planning and Regeneration</p>	<p>To receive the Performance Report for the services within the Planning, Regeneration, Economic Development and Local Transport Portfolio.</p> <p>(Report attached)</p> <p>(No Specific Ward Relevance);</p>
<p>10. Overview and Scrutiny Recommendation Tracker - Mid-Year Report 2011/12</p> <p>(Pages 111 - 118)</p>	<p>To receive a mid-year Overview and Scrutiny Recommendation Tracker report for 2011/12.</p> <p>(Report attached)</p> <p>(No Specific Ward Relevance);</p>
<p>11. Actions List</p> <p>(Pages 119 - 120)</p>	<p>To note the contents of the Overview and Scrutiny Actions List.</p> <p>(Report attached)</p> <p>(No Specific Ward Relevance);</p>

Overview and Scrutiny

Committee

Tuesday, 14th February, 2012

<p>12. Executive Committee Minutes and Scrutiny of the Forward Plan (Pages 121 - 150)</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. (Minutes attached).</p> <p>(No Specific Ward Relevance);</p>
<p>13. Task & Finish Reviews - Draft Scoping Documents</p>	<p>To consider any scoping documents provided for possible Overview and Scrutiny review. (No reports attached)</p> <p>(No Specific Ward Relevance);</p>
<p>14. Task and Finish Groups - Progress Reports Councillor Simon Chalk, Councillor Gay Hopkins, Councillor Alan Mason, 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 – Chair, Councillor Gay Hopkins;c) Promoting Sporting Participation – Chair, Councillor Luke Stephens; andd) Youth Services Provision – Chair, Councillor Simon Chalk. <p>(Oral reports)</p> <p>(No Specific Ward Relevance);</p>
<p>15. Health Overview and Scrutiny Committee Councillor Brenda Quinney</p>	<p>To receive a verbal update on the recent work of the Worcestershire Health Overview and Scrutiny Committee. (Oral report)</p> <p>(No Specific Ward Relevance);</p>

Overview and Scrutiny

Committee

Tuesday, 14th February, 2012

16. Referrals

To consider any referrals to the Overview & Scrutiny Committee direct, or arising from:

- The Executive Committee or full Council
- Other sources.

(No separate report).

(No Specific Ward Relevance);

17. Work Programme

(Pages 151 - 156)

To consider the Committee's current Work Programme, and potential items for addition to the list arising from:

- The Forward Plan / Committee agendas
- External publications
- Other sources.

(Report attached)

(No Specific Ward Relevance);

Overview and Scrutiny

Committee

Tuesday, 14th February, 2012

18. 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’.



Overview and Scrutiny Committee

Tuesday, 24th January, 2012

MINUTES

Present:

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

Also Present:

Mr P Mitchell, Mr D Corrigan and ??? (petitioners representing the short-stay car parking petition).

Officers:

R Dunne, J Godwin, L Hadley, S Morgan, J Staniland and L Tompkin

Committee Services Officer:

J Bayley and M Craggs

146. APOLOGIES AND NAMED SUBSTITUTES

No apologies for absence were received.

147. DECLARATIONS OF INTEREST AND OF PARTY WHIP

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

148. MINUTES

RESOLVED that

the minutes of the meeting of the Committee held on Tuesday, 10th January 2012 be confirmed as a correct record and signed by the Chair.

149. PETITION - SHORT STAY PARKING - TOWN CENTRE

The Committee considered a petition regarding short-stay car parking in the town centre.

.....
Chair

Overview and Scrutiny Committee

Tuesday, 24th January, 2012

Prior to the lead petitioner and other members of the public being invited to speak to the petition, Officers confirmed that the Council's petition arrangements had been revised since this particular petition was first received by the Committee on 29th November 2011. The threshold for the consideration of any petition by Council had since increased to 1,000 signatures. However, it was explained that as this petition had been received prior to the new arrangements being established, it had retrospectively met the threshold required for consideration by the Overview and Scrutiny Committee.

The lead petitioner and other members of the public invited to speak expressed concern that the absence of a short stay car parking facility on Unicorn Hill and Church Green West was compromising the function of local businesses. It was felt that this was having a negative affect on business, particularly as suppliers were currently unable to park outside a particular unit for a short period to drop off supplies. The petitioners did not feel that the facility for short stay car parking on Bates Hill was sufficient to meet the needs of local business and customers. Members of the public invited to speak commented that not only did they represent the views of their business colleagues on Unicorn Hill on this issue, but also their customers.

Officers explained that a town centre parking meeting had been convened on 2nd December 2011 to facilitate further discussion on the matter. It was the opinion of relevant agencies, including the Police and the County Council, that there were no other suitable locations in the town centre for short-stay car parking.

Members suggested that the petition be referred to an appropriate decision making body. It was also proposed that Officers facilitate a further meeting with the relevant stakeholders, including business representatives and town centre agencies, the outcome of which could inform the decision making body to most appropriately resolve the issue.

RECOMMENDED that

- 1) the Executive Committee refer the issue of short-stay car parking in Redditch town centre for consideration to the Worcestershire County Council's Highways Forum; and**
- 2) the Executive Committee ask Officers to facilitate a meeting with relevant agencies and stakeholders, including the petitioners, to obtain further information on proposals for**

Overview and Scrutiny Committee

Tuesday, 24th January, 2012

short-stay car parking in the town centre prior to its consideration at the Highways Forum.

RESOLVED that

the petition be noted.

150. PORTFOLIO HOLDER ANNUAL REPORT - LEISURE AND TOURISM - COUNCILLOR DEREK TAYLOR

Further to consideration of the Portfolio Holder for Leisure and Tourism's written report at the meeting of the Overview and Scrutiny Committee on 29th November 2011 and Members' agreed questions to be put to the Portfolio Holder, Councillor Derek Taylor provided the following responses as part of his annual report.

1) What process does your department have in place for promoting community liaison?

A variety of methods and techniques had been used to promote community liaison to help improve service delivery or shape new services based on the needs of residents', including: relevant forum groups – including the Parks Forum; social media and a dedicated website to promote the AiR Partnership; volunteer programmes; and obtaining feedback through questionnaires and feedback forms. The Committee received a case study example of how these consultation methods had shaped service delivery at Morton Stanley Park.

The Committee was also informed of the department's plans for 2012/13 to build on its good work around engaging with the local community. This included developing the department's section of the Council website and promoting its work through electronic marketing methods. The department was also setting up an events facilitations pack to enable local voluntary groups to set up their own events.

Members encouraged the Portfolio Holder and relevant Officers to continue to facilitate and promote events for the Redditch youth. Officers confirmed that discussions on this subject were ongoing with the Youth Services Provision Task and Finish Group.

Overview and Scrutiny Committee

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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?

Members heard that the anticipated saving of £40,000 to the 2012/13 revenue budget through restructuring would be achieved.

There had been a 15% increase in the number of performances in the Palace's Autumn/Winter period compared to the same period twelve months before. Attendance figures and the Palace's audience market share remained stable.

The income targets will be revised upwards from 2013/14 once the final changes to the management structure had been implemented.

- 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?

It was hoped that forthcoming new productions, as part of the Palace's rolling eighteen month production programme, would attract a more diverse audience to the Theatre. A more targeted approach had been utilised to use market segmentation to identify key target groups that would be interested in a certain aspect of the programme. Social media, especially Twitter, was also being utilised to promote the Theatre's productions to a wider audience. The Palace was also advertising its productions in nearby restaurants to attract more families and couples to the Theatre. Finally, it was explained that external funding had been sourced, including from County Council grants, to develop audience development performances for harder to reach audiences, such as members of black, minority and ethnic communities.

The Committee heard that incremental improvements had been made to the Palace since the new post of Palace Theatre Manager had been created and filled as part of the new management structure.

Overview and Scrutiny Committee

Tuesday, 24th January, 2012

Members very much welcomed the improvements that had been made to the Palace Theatre and encouraged a more diverse range of productions being put on.

3) How well is the new contract at the Arrow Valley Countryside Centre working for people in Redditch?

The new contract had produced the savings expected and provided additional resources to cover the Parks and Open spaces at weekends. This had also provided additional resources for improvements to the events service.

Members heard that water sports activities would soon be provided from the site. The initial activities were to include canoeing, wind surfing, raft building and general water skills. There had also been an increase in angling competitions taking place on the lake. Members also were informed that the Council remained responsible for providing children's activities at the Centre.

No formal complaints about the new operator had been received, although a couple of negative letters has surfaced in the local press.

4) What events have been arranged around the Olympic Torch coming through Redditch in the summer?

It was explained that legal restrictions were in place around what can and could not be published at the present time. However, the Committee was informed that the Community Task Force was soon to a devise plan which complied with the obligations around the National Torch Relay agenda.

The ethos of the Olympics was to be celebrated, with a specific focus being placed on community involvement. A communications plan would soon be developed around this and presented to the Committee for its consideration.

5) What impact has the new shared service arrangements in your department made upon the Council's revenue?

Members received a breakdown of the cost savings that had been generated by the new shared service arrangements. The projected saving for 2011/12, pending actual outturn figures, was approximately £44,000.

Overview and Scrutiny Committee

Tuesday, 24th January, 2012

- 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 in the Council?

Members were informed that no additional income is raised from the timber sale. Income is instead reinvested into the Woodland Management Scheme which generally operates to a balanced budget.

Members were referred to Environmental Services for further information.

On behalf of the Committee, the Chair thanked Councillor Taylor for his annual report.

RESOLVED that

the report be noted.

151. CORE STRATEGY - POST-SCRUTINY

As requested, the Committee received a summary report on the subject of the Core Strategy.

The Committee heard that the Council had received over 300 responses as a result of the consultation which helped inform the Executive Committee's consideration of individual assessments. Of these, a decision on the Transport Assessment had been deferred to a later date. The Council also received three petitions in response to the consultation material.

Officers were encouraged to ensure that the planning arrangements remained specifically focused on Redditch. It had been acknowledged that the receipt of new planning guidance from Government had complicated the local planning arrangements after significant progress had been made with the Core Strategy.

Members were supportive of the decisions that had been reached at the Executive Committee and Full Council regarding the Core Strategy.

RESOLVED that

the report be noted.

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152. EXTERNAL REFURBISHMENT OF HOUSING STOCK SHORT, SHARP REVIEW - MONITORING UPDATE REPORT

The Committee received a progress update on the approved recommendations of the External Refurbishment of Housing Stock Short, Sharp Review Group.

Members heard that appropriate actions for around half of the recommendations had already been completed. Progress on a number of the outstanding actions was already well underway.

The gratitude of the Chair of the Task and Finish Group, ex Borough Councillor Graham Vickery, was passed onto Officers.

RESOLVED that

the report be noted.

153. ENERGY ADVISOR - REVENUE BID 2012/13 - UPDATE REPORT

As requested at the previous meeting of the Committee, Members received further information on the revenue budget bid for an Energy Advisor to be employed to service Redditch Borough Council and Bromsgrove District Council (Appendix 1).

Members heard that the cost of the bid amounted to approximately 1% of both Councils' combined expenditure on gas and electricity. An important aspect of the role would be to identify appropriate locations where Solar Panels could be installed to help realise additional savings for both local authorities. It was the intention that, should the bid be approved, the Council would tender external consultants to undertake the work. Indeed, Members were very keen that the Council should continue to draw upon available expertise.

RECOMMENDED that

the revenue bid for the Council to invest with Bromsgrove District Council in an Energy Advisor be supported as a high bid in the budget bids process for 2012/13; and

RESOLVED that

the report be noted.

Overview and Scrutiny Committee

Tuesday, 24th January, 2012

154. QUARTERLY BUDGET MONITORING REPORT - QUARTER 2 - JULY - SEPTEMBER 2011

The Committee considered the quarterly budget monitoring report for the period July to September 2011. Of particular note, projected savings of £408,000 had been identified for the Council's budget.

Members returned a number of comments and requested clarification on expenditure levels detailed in the report in relation to the Home Repairs Grant; and the projected variance figures for Audit Services.

RESOLVED that

the report be noted.

155. QUARTERLY PERFORMANCE REPORT - QUARTER 2 - JULY-SEPTEMBER 2011

The Committee considered the quarterly performance monitoring report for the period July to September 2011.

It was explained that the performance indicator set used to measure the Council's performance had been rationalised – therefore the number of indicators included in subsequent quarterly reports was to reduce. With no current legal requirement for local authorities to produce specific performance data, a fresh emphasis was being placed on collecting and reporting data that were of greatest relevance for Redditch.

Members received an overview of the report. Performance in several indicators had improved, including around the amount of household and residual waste the Council had collected. Of those indicators of concern, the Committee heard that over 22% fewer people had attended sports development sessions compared to the same quarter in 2010/11.

Members welcomed the more streamlined approach that would be used to report on the Council's performance.

RESOLVED that

the report be noted.

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156. ACTIONS LIST

Members were referred to progress that had been made to remove a number of bin cupboards from council properties to deter fly-tipping in Mickleton Close, Oakenshaw. Discussions were ongoing between housing and legal services in relation to the removal of bin stores belonging to owner occupiers. Affected residents were also to be consulted.

The Committee was also notified that the date of the next West Midlands Regional Scrutiny Network meeting had been brought forward by a week to 8th March 2012.

RESOLVED that

the report be noted.

157. EXECUTIVE COMMITTEE MINUTES AND SCRUTINY OF THE FORWARD PLAN

Members were referred to the Executive Committee's decision for Budget Setting 2012/13, most notably that the capital budget bid to improve footpaths in Morton Stanley Park be retained as a high priority.

RESOLVED that

the minutes of the meeting of the Executive Committee held on 10th January 2012 be noted.

158. TASK & FINISH REVIEWS - DRAFT SCOPING DOCUMENTS

There were no scoping documents.

159. TASK AND FINISH GROUPS - PROGRESS REPORTS

The Committee received the following reports in relation to current reviews:

a) Facilities for Disabled People – Chair, Councillor Alan Mason

Councillor Mason informed Members that the Group had made excellent progress and was approaching the stage when it would be in a position to make its final recommendations. The Group had held a number of recent meetings with relevant stakeholders and had collected a significant amount of evidence in the process.

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The Chair expressed his thanks to Jess Bayley, Overview and Scrutiny Support Officer, for all the support she had provided on the review to date.

b) Improving Recycling – Chair, Councillor Gay Hopkins

Members were advised that two meetings had been held since the last update had been provided. The Group had interviewed Councillor Anthony Blagg, County Council Cabinet Member with Responsibility for Environment and Waste Management, around the recycling process in Worcestershire and how recycling rates could be increased in the Borough. Members had also met with Officers who had recently undertaken their own min-review of recycling to obtain their thoughts, including how best to engage non-English speaking residents on recycling.

The Group had also looked at a map of recycling in Redditch which illustrated the recycling rates in different parts of the Borough based on a single run. Members felt that this was especially useful in helping to determine how recycling rates varied between different areas.

Finally, the Committee heard that the Group had also undertaken a very useful trip of local recycling sites that were part of the *100% Project*. This referred to installing new facilities for recycling at sites that previously did not have any provision.

c) Promoting Sporting Participation – Chair, Councillor Luke Stephens

Members were advised that the Group had not met since holding a joint-meeting with the Youth Services Provision Group to discuss communications matters. It was increasingly evident that helping to publicise and communicate the sporting activities in Redditch was a fundamental aspect of the review.

Officers from ICT and the Sports Development Unit had been invited to the Group's next meeting on 25th January 2012, where, amongst other matters, the feasibility for establishing a new website to promote sport in Redditch would be discussed.

Concern was expressed that progress on the review had unfortunately been hampered by Members lack of availability.

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d) Youth Services Provision – Chair, Councillor Simon Chalk

Councillor Chalk informed the Committee that the Group was expecting to soon make its final recommendations. A number of meetings had recently been held with good progress made. Members especially enjoyed a recent trip to The Trunk, a centre that provides youth services in Bromsgrove.

The Group was to take its preliminary recommendations to the Student Council meeting on 30th January 2012 to invite feedback.

RESOLVED that

the update reports be noted.

160. HEALTH OVERVIEW AND SCRUTINY COMMITTEE

Councillor Quinney provided an update on the work of the Worcestershire Health Overview and Scrutiny Committee (HOSC), as Redditch Borough Council's representative.

Members heard that the HOSC were continuing to monitor the potential location of central ambulance hubs within areas served by the West Midlands Ambulance Service NHS Trust as part of *Worcestershire Make Ready*. A good practice report of how these hubs had been established in Staffordshire was to be received.

The HOSC was also reviewing the plans to create a centralised stroke unit for Worcestershire. Care for patients was currently provided at both the Alexandra Hospital and Worcestershire Royal Hospital.

RESOLVED that

the report be noted.

161. CRIME AND DISORDER SCRUTINY PANEL - CHAIR'S UPDATE

The Chair of the Redditch Crime and Disorder Scrutiny Panel, Councillor Bill Hartnett, delivered a presentation on the subject of the most recent meeting of the Panel that took place on Tuesday 17th January 2012.

Members heard that the Panel had had another productive meeting. It had been informed that two Officers had recently been invited to attend a specialist training course in crime prevention. This had

Overview and Scrutiny Committee

Tuesday, 24th January, 2012

been the first time that non-Police officers had attended. It was expected that the Officers would utilise their new expertise to give additional support to the planning and licensing teams. A question around what benefits the Borough would accrue through this had been phrased and submitted to the Chair of the Community Safety Partnership ahead of her appearance at the next meeting to deliver her annual report.

The Panel had also been made aware of how the Community Payback Scheme was leading to recent offenders to put something back into the community; and how the Victim Support Scheme was giving invaluable support victims of crime during the process of giving evidence as a witness. Questions about how the greater awareness could be raised were also submitted to the Chair of the Community Safety Partnership.

The Panel also received the 2011/12 quarter two performance tables for the Redditch Community Safety Partnership Framework. It was explained that there was a balanced mix of crime figures going up, staying the same, and decreasing. However, Members heard that for crime types where there had been a rise in offences, this was largely attributed to increased public confidence in reporting incidents of crime.

On a related matter, the Committee heard that Worcestershire County Council was very satisfied with the response to the introduction of the non-emergency 101 number, and felt that an excellent service had already been established.

RESOLVED that

the report be noted

162. REFERRALS

There were no referrals.

163. WORK PROGRAMME

RESOLVED that

the Committee's Work Programme be noted.

Overview and Scrutiny Committee

Tuesday, 24th January, 2012

The Meeting commenced at 7.00 pm
and closed at 9.40 pm

OVERVIEW AND SCRUTINY COMMITTEE

14th February 2012

FEES AND CHARGES REVIEW 2012/13

Relevant Portfolio Holder	Councillor Michael Braley, Portfolio Holder for Corporate Management
Portfolio Holder Consulted	Not stated
Relevant Head of Service	Teresa Kristunas, Head of Finance and Resources
Wards Affected	None specific / All Wards
Ward Councillor Consulted	Not applicable
Key Decision	

1. SUMMARY OF PROPOSALS

To present the proposed fees and charges for 2012/13 for the Council's chargeable services.

2. RECOMMENDATIONS

The Committee is requested to RESOLVE that

subject to any comments and recommendations the report be noted.

3. KEY ISSUES

- 3.1 Comments relating to the individual services are shown in the Appendices where the fees and charges have reduced or remained the same.

Financial Implications

- 3.2 The Council's Financial Regulation D11 requires an annual review of fees and charges to be undertaken. Traditionally, this review is carried out as part of the budget preparation cycle.
- 3.3 The Budget Guidelines approved by Council on 5th September 2011 required Fees and Charges to be increase by 2.5%.

Legal Implications

- 3.4 A number of statutes governing the provision of services covered by this report contain express powers or duties to charge for services. Where an express power to charge does not exist the Council has the power under Section 111 of the Local Government Act 1972 to charge where the activity is incidental or conducive to or calculated to facilitate

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the Council's statutory function. The details of the powers to levy particular charges may be obtained from the author of this report.

Service / Operational Implications

- 3.5 The Committee is asked to recommend the new fees and charges to be implemented from 1st April 2011.

Customer / Equalities and Diversity Implications

- 3.6 No implications have been identified.

4. RISK MANAGEMENT

If the Council's fees and charges are not increased at least in line with inflation each year then the level of subsidy will increase which has a direct impact on the level of Council Tax or the Housing Revenue Account.

5. APPENDICES

Appendix 1 -	Head of Leisure and Culture
Appendix 2 -	Head of Community Services
Appendix 3 -	Head of Environmental Services
Appendix 4 -	Head of Regulatory Services
Appendix 5 -	Head of Finance and Resources
Appendix 6 -	Head of Legal, Equalities and Democratic Services
Appendix 7 -	Head of Housing Services
Appendix 8 -	Head of Planning and Regeneration

6. BACKGROUND PAPERS

Budget Guidelines 23rd August 2011.

AUTHOR OF REPORT

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REDDITCH BOROUGH COUNCIL**Leisure and Cultural Services****Scale of Proposed Charges 1st April 2012**

**Subject to agreement with The Head of Leisure and Cultural Services
these prices may be subject to a 10% variation**

Sports Centres

SERVICE CATEGORY	Current Charge 2011/12	Current Reddicard 2011/12	Current Concession 2011/12	Proposed charge from 01/04/12	Proposed Reddicard from 01/04/12	Proposed Concession from 01/04/12
SPORTS - INDOOR FACILITIES HIRE OF FULL HALL (40 MINUTES)	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *
Abbey Stadium/ Kingsley - Peak	62.35	41.55	31.15	63.90	47.00	31.90
Abbey Stadium/ Kingsley - Off Peak	44.25	29.50	22.15	45.40	30.20	22.70
Arrow Vale - Peak	52.30	34.85	26.15	53.60	47.00	26.80
Arrow Vale - Off Peak	34.05	22.70	17.05	34.90	23.30	17.50
HIRE OF GYM (40 MINUTES)						
Arrow Vale/ Kingsley	28.95	19.30	14.50	29.70	19.80	14.90
Arrow Vale/ Kingsley - Commercial	STN	STN	STN	STN	STN	STN

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SERVICE CATEGORY	Current Charge 2011/12	Current Reddicard 2011/12	Current Concession 2011/12	Proposed charge from 01/04/12	Proposed Reddicard from 01/04/12	Proposed Concession from 01/04/12
MOVEMENT & DANCE AREA (40 MINUTES)	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *
Arrow Vale	28.95	19.30	14.50	29.70	19.80	14.90
Arrow Vale Commercial Hire	STN	STN	STN	STN	STN	STN
ABBEY TRAINING ROOM						
Abbey-Training Room	n/a	n/a	n/a	25.00	n/a	n/a
BADMINTON (PER COURT 40 MINUTES)						
Peak	10.35	6.90	5.20	10.60	7.50	5.30
Off Peak	7.05	4.70	3.55	7.20	4.80	3.60
SQUASH (PER COURT 40 MINUTES)						
Peak	8.70	5.80	4.35	8.90	6.50	4.50
Off Peak	7.05	4.70	3.55	7.20	4.80	3.60
ABBEY STADIUM-CENTRE MEMBERSHIPS						
Single - Peak (3 month contracts)	n/a	n/a	n/a	30.00	n/a	n/a
Single - Off Peak (3 month contract)	n/a	n/a	n/a	26.00	n/a	n/a
Joining Fee	n/a	n/a	n/a	20.00	n/a	n/a
Junior Memberships - (3 month contracts)	n/a	n/a	n/a	20.00	n/a	n/a
Day Pass / Pay as you go	n/a	n/a	n/a	5.80	n/a	4.30
Exercise to Music Studio Session BTS	n/a	n/a	n/a	5.00	n/a	n/a
TRAMPOLINING & GYMNASTICS – 10 WEEKS						
Arrow Vale & Abbey	60.00	40.00	30.00	61.50	41.00	30.80

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SERVICE CATEGORY	Current Charge 2011/12	Current Reddicard 2011/12	Current Concession 2011/12	Proposed charge from 01/04/12	Proposed Reddicard from 01/04/12	Proposed Concession from 01/04/12
BTS ARROW VALE	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *
Monthly Class Pass	19.99	n/a	n/a	20.50	n/a	n/a
Exercise session to Music A/Vale & Abbey	4.00	n/a	n/a	4.10	n/a	n/a

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SERVICE CATEGORY	Current Charge 2011/12	Current Reddicard 2011/12	Current Concession 2011/12	Proposed charge from 01/04/12	Proposed Reddicard from 01/04/12	Proposed Concession from 01/04/12
LIFESTYLES GYM (ARROW VALE)	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *
Induction *(VAT EXEMPT)	31.30	20.85	15.65	32.10	21.40	16.00
Session	8.40	5.60	4.20	8.60	5.70	4.30
Arrow Vale - Single per month – Direct Debit annual contract	25.00	n/a	n/a	See note	See note	See note
Arrow vale - 3 month contract	28.00	n/a	n/a	See note	See note	See note
Arrow Vale - Joint per month – Direct Debit annual contract	45.00	n/a	n/a	See note	See note	See note
Arrow Vale Joint 3 month contract	50.00	n/a	n/a	See note	See note	See note
Arrow Vale - Student per month – Direct Debit	20.00	n/a	n/a	See note	See note	See note
Arrow Vale - teen per month – Direct Debit (off peak)	20.00	n/a	n/a	See note	See note	See note
PARTIES						
Bouncy / Sports Castle Parties	129.30	86.20	64.65	132.50	88.40	66.30
Junior Netball	4.50	3.00	2.25	4.50	3.00	2.25
LEISURE TIME (Abbey)	3.00	2.00	1.50	3.10	2.10	1.50

Awaiting Confirmation from Competition line regarding contractual requirements

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SERVICE CATEGORY	Current Charge 2011/12	Current Reddicard 2011/12	Current Concession 2011/12	Proposed charge from 01/04/12	Proposed Reddicard from 01/04/12	Proposed Concession from 01/04/12
SWIMMING	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *
Adult	3.85	2.55	1.95	3.90	2.60	2.00
Junior	2.40	1.60	1.30	2.50	1.60	1.30
SWIMMING						
Under 5's	FOC	FOC	FOC	FOC	FOC	FOC
Senior Citizen	2.40	1.60	1.30	2.50	1.60	1.30
Parent & Baby	3.85	2.55	1.95	3.90	2.60	2.00
Fun Inflatable Session	3.10	2.05	1.55	3.20	2.10	1.60

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SERVICE CATEGORY	Current Charge 2011/12	Current Reddicard 2011/12	Current Concession 2011/12	Proposed charge from 01/04/12	Proposed Reddicard from 01/04/12	Proposed Concession from 01/04/12
Ladies Night	3.85	2.55	1.95	3.90	2.60	2.00
Pool Hire – Weekday	59.40	39.65	n/a	60.90	40.60	n/a
Pool Hire – Weekend	67.60	45.05	33.80	69.30	46.20	34.60
Schools Hire	33.50	n/a	n/a	34.30	n/a	n/a
Junior Swimming Lessons	49.50	33.00	24.75	50.70	33.80	25.40
Half Hour Lane Hire	11.35	7.55	5.65	11.60	7.70	5.80
One hour lane Hire	17.80	11.85	8.90	18.20	12.10	9.10
Adult swimming Lessons ½ hour	67.90	45.25	33.95	69.50	46.50	35.00
Abbey- Gala Hire - 3 hour duration	n/a	n/a	n/a	200.00	n/a	n/a
Abbey - Gala Hire - Additional Hour	n/a	n/a	n/a	50.00	n/a	n/a
Abbey - Pool Hire	n/a	n/a	n/a	45.00	n/a	n/a
Hire of Lifeguard	14.00	n/a	n/a	14.40	n/a	n/a
Hire of Instructor	19.20	n/a	n/a	19.70	n/a	n/a

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SERVICE CATEGORY	Current Charge 2011/12	Current Reddicard 2011/12	Current Concession 2011/12	Proposed charge from 01/04/12	Proposed Reddicard from 01/04/12	Proposed Concession from 01/04/12
SPORTS - OUTDOOR FACILITIES						
GOLF	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *
18 hole Adult	13.00	10.00	8.00	13.30	10.30	8.20
9 hole Adult	10.50	8.00	7.00	10.80	8.20	7.20
18 hole Junior	9.00	6.50	5.50	9.20	6.70	5.60
9 hole Junior	7.00	4.50	3.30	7.20	4.60	3.40
TENNIS (PER COURT 1 HOUR)						
Adult	7.95	5.30	4.00	8.10	5.40	4.10
Junior (before 5.00 p.m.)	5.80	3.85	2.90	5.90	3.90	3.00
FLOODLIT AREA						
Abbey Stadium – ½ Pitch per hour	73.45	48.95	36.75	75.30	50.20	37.70
Abbey Stadium – with Changing Rooms per 90 mins	109.10	72.75	54.50	111.80	74.60	55.90
NETBALL COURT HIRE	31.65	21.10	15.85	32.40	21.60	16.20

Awaiting confirmation regarding increase on Golf Course from operator this is a contractual requirement

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SERVICE CATEGORY	Current Charge 2011/12	Current Reddicard 2011/12	Current Concession 2011/12	Proposed charge from 01/04/12	Proposed Reddicard from 01/04/12	Proposed Concession from 01/04/12
ATHLETICS	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *
Adult - individual charge	5.55	3.70	2.80	5.70	3.80	2.90
Junior - individual charge	2.40	1.60	1.20	2.50	1.60	1.20
Bromsgrove & Redditch Athletics Club Events	4,000.00	n/a	n/a	4,100.00	n/a	n/a
FOOTBALL - ADULT (INC. CHANGING FACILITIES)						
Abbey Stadium/ Ipsley/ Old Forge/ Greenlands	70.60	47.05	n/a	72.40	48.20	n/a

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SERVICE CATEGORY	Current Charge 2011/12	Current Reddicard 2011/12	Current Concession 2011/12	Proposed charge from 01/04/12	Proposed Reddicard from 01/04/12	Proposed Concession from 01/04/12
FOOTBALL - JUNIOR (INC. CHANGING FACILITIES)	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *
Abbey Stadium/ Morton Stanley Park/Ipsley/ Old Forge/ Greenlands/ Kingsley	36.30	24.20	n/a	37.20	24.80	n/a
Abbey Stadium/ Morton Stanley Park/Ipsley/ Old Forge/ Greenlands. Without changing facilities.	23.80	15.85	n/a	24.40	16.20	n/a
Kingsley	36.30	24.20	n/a	37.20	24.80	n/a
Small Sided Football	12.00	8.00	n/a	12.30	8.20	n/a
ARROW VALE ATP PITCH HIRE						
One third pitch hire per hour	51.85	30.70	25.95	53.10	31.50	26.60
Full pitch per hour	115.15	76.75	57.60	118.00	78.70	59.00

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SERVICE CATEGORY	Current Charge 2011/12	Current Reddicard 2011/12	Current Concession 2011/12	Proposed charge from 01/04/12	Proposed Reddicard from 01/04/12	Proposed Concession from 01/04/12
YOUTH THEATRE CHARGES	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *
10 week terms (Tues & Sat 2 hrs)	94.10	62.78	30.44	96.50	64.30	31.20
10 week terms (Mon 1 hr)	47.12	31.39	14.93	48.30	32.20	15.30
Optional Direct Debit Fee	n/a	n/a	n/a	6.00	6.00	6.00
SPORTS DEVELOPMENT CHARGES						
Keep Fit Classes	3.50	2.60	n/a	3.60	n/a	n/a
Keep Fit	3.00	2.10	n/a	3.10	n/a	n/a
Bowls	2.40	1.60	n/a	2.10	n/a	n/a
Basketball	2.80	2.00	n/a	2.50	n/a	n/a
50+	1.00	n/a	n/a	2.10	n/a	n/a
Schools Hire	12.00	n/a	n/a	20.00	n/a	n/a
Schools Hire – lunchtime sessions	14.50	n/a	n/a	20.00	n/a	n/a
Schools – after school sessions	19.00	n/a	n/a	20.00	n/a	n/a
MS Session	2.65	n/a	n/a	2.70	n/a	n/a

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Community Centres

SERVICE CATEGORY	Current Charge 2011/12	Current Reddicard 2011/12	Current Concession 2011/12	Proposed charge from 01/04/12	Proposed Reddicard from 01/04/12	Proposed Concession from 01/04/12
COMMUNITY CENTRES	£ VAT Incl except * (Per Hour) Standard Rate	£ VAT Incl except * (Per Hour) Voluntary Rate	£ VAT Incl except * (Per Hour) Function Rate	£ VAT Incl except * (Per Hour) Standard Rate	£ VAT Incl except * (Per Hour) Voluntary Rate	£ VAT Incl except * (Per Hour) Function Rate
Batchley	22.60	8.20	16.70	22.60 (no change)	8.55	17.20
Matchborough East						
Lounge	9.10	5.60	n/a	9.40	5.80	
Soft Play Area & Lounge	n/a	15.40	42.00	n/a	16.00	42.00 (no change)
Main Hall	22.60	8.20	16.70	22.60 (no change)	8.55	17.20
Oakenshaw						
Main Hall	22.60	10.75	16.70	22.60 (no change)	11.10	17.20
Small Hall	17.60	8.20	14.50	17.60 (no change)	8.55	15.00
Windmill	n/a	n/a	n/a	n/a	n/a	n/a
Main Hall	22.60	10.50	16.70	22.60 (no change)	11.10	17.20
Small Hall	17.60	8.20	14.50	17.60 (no change)	8.55	15.00
Winyates Barn	22.60	8.20	14.50	22.60 (no change)	11.10	17.20
Winyates Green	22.60	8.20	14.50	22.60 (no change)	11.10	17.20

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Civic Suite

SERVICE CATEGORY	Current Charge 2011/12	Proposed charge from 01/04/12
CIVIC SUITE COMMERCIAL CHARGES		
Committee Room 1: 4 hour minimum – daytime 8 hour minimum - daytime and/or evening	43.00 56.00	45.00 59.00
Committee Room 2/3: 4 hour minimum – daytime 8 hour minimum - daytime and/or evening	87.00 122.50	92.00 129.00
Council Chamber: 4 hour minimum – daytime 8 hour minimum - daytime and/or evening	122.50 189.00	129.00 199.00
Full Civic Suite: Monday to Saturday (including servery) 4 hour minimum – daytime 8 hour minimum - daytime and/or evening	189.00 357.00	199.00 376.00
Full Civic Suite: Sunday - exceptional (including servery) 4 hour minimum – daytime 8 hour minimum - daytime and/or evening	189.00 357.00 + caretaking supplement	199.00 376.00 + caretaking supplement

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SERVICE CATEGORY	Current Charge 2011/12	Proposed charge from 01/04/12
Equipment Hire		
OHP/Screen		
4 hour minimum – daytime	18.50	19.50
8 hour minimum - daytime and/or evening	18.50	19.50
TV/Video		
4 hour minimum – daytime	18.50	19.50
8 hour minimum - daytime and/or evening	18.50	19.50
Conferencing Sound System		
4 hour minimum – daytime	18.50	19.50
8 hour minimum - daytime and/or evening	18.50	19.50
Flipchart stand		
4 hour minimum – daytime	6.20	6.50
8 hour minimum - daytime and/or evening	5.10	5.40
Other Fees		
Security	Market Rates	
Retainer	200.00	200.00
Teas and Coffees		
Internal - per cup	0.60	65p
Commercial - per cup	0.75	80p

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Palace Theatre

If N/A is stated then no previous year comparable fee available. A new fee structure has been designed which is consistent with other similar establishments.

	Current Charge 2011/12	Proposed Charge 2012/13					
		1 show inclusive (8.5 hrs)		Add. 2nd perf (4.5 Hrs)		3rd perf & further perf(4.5Hr)	
Performance /conference		Standard Rate	Disc. Local Community & charity rate	Standard Rate	Disc. Local Community & charity rate	Standard Rate	Disc. Local Community & charity rate
Mon - Thurs up to 10:30pm	N/A	983.00	836.00	495.00	421.00	469.00	399.00
Fri - Sat up to 10.30pm	N/A	1,101.00	936.00	554.00	471.00	525.00	446.00
Sun & Bank Holidays up to 10pm	N/A	1,475.00	1,254.00	742.00	631.00	703.00	598.00
Misc Non Performance Hire - 4 hour block.	N/A	345.00	300.00	N/A	N/A	N/A	N/A
4 hour block - Monday to Friday daytime hires up to 5pm, Saturday up to 1pm and Monday to Wednesday evenings 6pm to 10pm.	N/A	287.50	250.00	N/A	N/A	N/A	N/A
Monday to Wednesday local charity / community group	N/A	287.50	250.00	N/A	N/A	N/A	N/A

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	Current Charge 2011/12	Proposed Charge 2012/13	
Full week hire		Standard Rate	Disc. Local Community & charity rate
Up to 6 performances including Sunday get in 9am - 6pm, Monday from 10am to 10:30pm, Tues - Sat performances 6 - 10.30pm, Mat 1 - 5pm	N/A	4,380.00	3,723.00

	Current Charge 2011/12	Proposed Charge 2012/13	
PALACE THEATRE - Studio			
Meeting Hirers (4 hour block)	85.10		42.50
Meeting Hirer Full Day	69.35		85.00
Arts and Performance Development Activities	N/A		STN
Studio sound system (fee per session/day)	N/A		25.00
WORKSHOP HIRE - per day	100.00		100.00

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	Current Charge 2011/12	Proposed Charge 2012/13
PALACE THEATRE - Licence & Admin Re- Charge		
Tickets charged at Per ticket sold	0.07	0.07
Inclusion in the Theatre Brochure for the relevant season	N/A	75.00
PRS fees if we complete your return	N/A	3%
Local press advertisement charged at cost + administration fee at:	N/A	This would be 10% of the cost of the advert.
Sale of merchandise at Theatre premises.	N/A	15%
Bar Extension per night (after 11 pm)	45.00	45.00

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	Current Charge 2011/12	Proposed Charge 2012/13	
		£ VAT Incl except * (Per day) Standard Rate	£ VAT Incl except * (Per week) Standard Rate
PALACE THEATRE - Sundry Hireable			
Star Cloth	N/A	60.00	180.00
Black Gauze	45.00	30.00	75.00
White Gauze	N/A	30.00	75.00
Red Tabs	N/A	40.00	120.00
Jem Techno Fog Machine	40.00	12.50	30.00
Under-stage Smoke System	N/A	30.00	90.00
Haze Machine	40.00	14.00	40.00
Baby Grand Piano tuning (additional tuning charge at cost)	40.00	90.00	270.00
Technics Key Board	55.00	18.50	55.00
Video / Data Projector	396.00	75.00	225.00
Laptop	N/A	70.00	210.00
Overhead projector	N/A	8.00	21.00
Portable folding projector screen	N/A	5.00	15.00
Flip chart stand (Paper and pens are not provided)	N/A	6.50	18.00
White board	N/A	10.00	30.00
14" TV/video or DVD player	N/A	8.00	21.00

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	Current Charge 2011/12	Proposed Charge 2012/13	
PALACE THEATRE - Sundry Hireable		£ VAT Incl except * (Per day) Standard Rate	£ VAT Incl except * (Per week) Standard Rate
Lectern including microphones and lights	N/A	45.00	140.00
Radio Mics (Up to 4 handheld & 10 lapels) - per microphone. See note 2	45.50	19.00	52.00
Music Stands (each)	N/A	3.00	8.50
Conductor music stand	17.50	5.00	15.00
Metro deck staging sections (2 m x 1 m) inc 18" or 1.5m Legs and skirts if requested	N/A	9.00	18.00
1 Metre hand rail section for above Rostra (5 available) (each)	N/A	5.00	10.00
2 Metre hand rail section for above Rostra (3 available) (each)	N/A	9.00	18.00

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	Current Charge 2011/12	Proposed Charge 2012/13
PALACE THEATRE - Consumables		
Gaffa Tape	12.00	7.00
LX tape	N/A	1.50
PP3 Battery (each)	N/A	2.50
AA battery (each)	N/A	1.00
PALACE THEATRE - Staffing	N/A	
Additional staff per hour	12.00	20.00
PALACE THEATRE - Misc	N/A	
Orchestra Pit replacement.	N/A	20.00
Cleaning fee where premises are not left in a clean and tidy state. per room	N/A	20.00

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	Current Charge 2011/12	Proposed Charge 2012/13
PALACE THEATRE - Misc		
Un-blocking of sinks or toilets (per toilet or sink)	N/A	40.00
Items hired or purchased from a third party on your behalf	N/A	Cost + 10%
Portable Appliance Testing (PAT), per item	7.00	4.00
Tea / coffee per head (unlimited drinks per person).	N/A	1.50
Photo-copying and printing A4 black and white	N/A	0.10
Photo-copying and printing A4 colour	N/A	0.20

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Notes:

1. Extra consumables for equipment can be supplied at cost plus 10% for administration costs. All equipment will be provided with one container.
2. Hirers must provide their own batteries for radio microphones (one battery will be sufficient for two performances). Please check requirements with the technical department before purchasing supplies.
3. Proof of appropriate certification must be shown to use Workshop machinery.
4. No equipment must be altered or modified in anyway.
5. Any damages to Palace Theatre Property must be paid for and will be re charged to the company at the costs charges to the Palace Theatre including any carriage where necessary.
6. Promotion and percentage deal splits to be agreed by Programming Board and Theatre Manager
7. Studio and bar hirer must pay a non-refundable payment of 50 % of the hire fee when booking.
8. For all daytime studio and bar bookings please speak to the box office team on (01527) 65203.
9. All of the costs are loaded in the set up of a week long hire which the fee represents, and are consistent with the fee structure of our bench marking group.

REDDITCH BOROUGH COUNCIL**OVERVIEW & SCRUTINY****COMMITTEE****Appendix 1**

14th February 2012

Allotments

SERVICE CATEGORY						
RBC Allotments	Small Plot 12/13	Medium Plot 12/13	Large Plot 12/13	Small Plot 13/14	Medium Plot 13/14	Large Plot 13/14
Standard	22.50	39.40	56.20	23.62	41.37	59.01
Concession	11.25	19.60	28.10	11.81	20.58	29.50
Water Charge	7.90	10.10	12.30	8.09	10.35	12.91

REDDITCH BOROUGH COUNCIL**OVERVIEW & SCRUTINY
COMMITTEE Appendix 2**

14th February 2012

REDDITCH BOROUGH COUNCIL

Community Services

Scale of Proposed Charges 1st April 2012

Current 2011/12 £	Proposed 2012/13 £
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Private Sector Housing

House Fitness Inspections	96.39 incl	98.80 incl
Registration of housing in multiple occupation: per occupant - first property per occupant - subsequent property	78.75 68.75	80.72 70.47
Service and Administration of Improvement, Prohibition, Hazard Awareness or Emergency Measures Notices under Housing Act 2004	£22.21 per hour + 10% Admin Charge (Per Notice)	£22.76 per hour + 10% Admin Charge (Per Notice)
Enforcement of Statutory Notices, Supervision of Work in Default etc	Actual + 10% admin charge	Actual + 10% admin charge

REDDITCH BOROUGH COUNCIL**OVERVIEW & SCRUTINY
COMMITTEE****Appendix 2**

14th February 2012

<u>Lifeline</u>	Current 2011/12	Proposed charge from 01/04/12
Installation Fee - New Charge (Private & HRA)	19.76	20.30
Alarms private user pre April 2004 x 52 weeks*	2.55	2.55
Community Alarm Hire Private/self funder x 52 weeks	3.20	3.30
Key safes types 1 and 2	10% increase on manufacturers price at the time of purchase	10% increase on manufacturers price at the time of purchase
Extra pendants - private tenants	10% increase on manufacturers price at the time of purchase	10% increase on manufacturers price at the time of purchase
Extra pendants - council tenants	10% increase on manufacturers price at the time of purchase	10% increase on manufacturers price at the time of purchase

* This is a lifetime set price and cannot be increased.

NEW INCOME PRODUCTS - HIRE PRODUCTS		
Hire of smoke alarm per week		1.30
CO2 Detector per week		1.30
Bogus Caller Panic Button		1.30
Flood Detector		1.30
Falls Detector		1.30
Additional pendant		1.30

REDDITCH BOROUGH COUNCIL

OVERVIEW & SCRUTINY

COMMITTEE

Appendix 2

14th February 2012

Dial a Ride Service

Minibus – single journey	2.10	2.20
Concessionary fare	1.50	1.60

REDDITCH BOROUGH COUNCIL**OVERVIEW & SCRUTINY
COMMITTEE Appendix 3**

14th February 2012

REDDITCH BOROUGH COUNCIL

Environmental Services

Scale of Proposed Charges 1st April 2012

	Proposed 2011/12 £	Proposed charge from 1 April 2012 £
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Bulky Household Waste

	Proposed 2011/12 £	Proposed charge from 1 April 2012 £
Bulky household waste - up to 3 items	16.10	16.50
Additional charge 4-6 items (per item)	4.30	4.40
Orange sacks each	1.60	1.70

MOT

Class 4 (car)	Set by VOSA	
Class 7 (van)	Set by VOSA	
Class 5 vl (minibus)	Set by VOSA	

VOSA have yet to set a revised charge.

Council have agreed that the workshop can increase fee in line with VOSA charges (rounded down to the nearest whole £) as VOSA change them.

Supplies Service

On cost for cash sales	27%	
Logs per cubic metre per bag	16.00	16.40

REDDITCH BOROUGH COUNCIL**OVERVIEW & SCRUTINY
COMMITTEE Appendix 3**

14th February 2012

<u>Crematorium/Cemetery</u>	Proposed 2011/12 £	Proposed charge from 1 April 2012 £
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Interment

Full earth interment under 1 year (non resident only)	90.00	90.00
(Redditch Resident)	no charge	no charge

Interment 1 year to 16 years (non resident only)	130.00	130.00
(Redditch Resident)	no charge	no charge

Interment 17 years and over*

Single Depth	390.00	410.00
Double Depth	390.00	410.00
Treble Depth	390.00	410.00
Interment of cremated remains *	145.00	150.00
Interment of cremated remains - non resident 16 or	50.00	50.00
Redditch Resident	no charge	no charge

Charges for Burials

Exclusive Right of Burial for 75 years

In adult size grave*	1005.00	1100.00
In babies grave	220.00	220.00
In child's grave (4 x 2)	245.00	245.00
In ashes grave*	400.00	420.00
Adult size grave purchased in reserve*	1400.00	0.00
Ashes Grave purchased in reserve*	500.00	0.00

*** No more reserve plots available at Abbey Cemetery. This is because of the need to use existing capacity for people arranging the funeral for someone that has died and therefore need it now.**

REDDITCH BOROUGH COUNCIL**OVERVIEW & SCRUTINY****COMMITTEE****Appendix 3**

14th February 2012

Extending Rights in existing grave for 25 years	Proposed 2011/12 £	Proposed charge from 1 April 2012 £
In existing full earth grave	335.00	365.00
In child's grave	80.00	80.00
In ashes grave	135.00	140.00
Assignment of the exclusive right of a full earth reserved grave from resident to non - resident	2010.00	2200.00
Assignment of the exclusive right of a reserved cremated remains plot from resident to non resident	800.00	840.00
Assignment / Transfer of Exclusive Right	30.00	30.00
Scatter in grave (roll back turf)	75.00	75.00
Certified copy of entry in Register of Burials	25.00	20.00
Disinterment of Remains - Cremated Remains	200.00	200.00

Cemetery Memorials

Memorial application administration fee	75.00	75.00
Secure unstable memorial	70.00 - 120.00	70.00 - 120.00

The interment and exclusive right fee is trebled* in all cases where the deceased does not have a Redditch address, unless the grave was purchased by the deceased whilst living in Redditch.

Where there is a dispute Redditch Borough Council may require the family to provide proof of residence of the deceased.

REDDITCH BOROUGH COUNCIL**OVERVIEW & SCRUTINY
COMMITTEE Appendix 3**

14th February 2012

Cremation related fees (VAT - outside scope unless shown)	Proposed 2011/12 £	Proposed charge from 1 April 2012 £
Cremation under 16 years (resident only)	No fee	No fee
Cremation under 1 year (non resident only)	60.00	60.00
Cremation 1 year to 16 years (non resident only)	100.00	100.00
Cremation 17+ years 8.30 am & 9.00 am (30min)	350.00	370.00
Cremation 17+ years 9.30 am onwards (45min)	475.00	495.00
Scattering of ashes from other crematoria	40.00	40.00
Certified extract from Register of Cremations	25.00	20.00
Replacement certificate of cremation	10.00	10.00
Organist's fee	On application	On application
Extra Service Time in Chapel	115.00	120.00
Use of chapel for burial service of child 16 or under (not RBC Cemeteries) new fee	210.00	210.00
Use of Chapel for burial service (RBC Cemeteries)	115.00	120.00
Use of Chapel for burial service (not RBC Cemetery)	360.00	360.00
Use of chapel for burial service of child 16 or under (RBC Cemeteries)	65.00	65.00
Late arrival at Crematorium (only if service runs into next time slot)	115.00	120.00
Memorial service where cremation has taken place elsewhere.	115.00	120.00

REDDITCH BOROUGH COUNCIL**OVERVIEW & SCRUTINY
COMMITTEE Appendix 3**

14th February 2012

Caskets	Proposed 2011/12 £	Proposed charge from 1 April 2012 £
Wooden cremated remains casket	60.00	70.00
Baby caskets - Size A	15.00	15.00
- Size B	17.00	17.00
- Size C	20.00	20.00

Wesley music additional options

CD of chapel service (tbc)	40.00	
DVD of Chapel service (tbc)	50.00	
Webcast of Chapel service (tbc)	60.00	

Not confirmed the above are subject to necessary agreements being in place

Memorials

The following charges are VAT inclusive -

Book of Remembrance - Name + 1 line	65.00	65.00
Each additional line in the Book	25.00	25.00
Miniature Book of Remembrance - Name + 1 line	50.00	50.00
Remembrance Card - Name + 1 line	20.00	20.00
Additional lines in miniature and cards	10.00	10.00
Crests - Floral depiction	40.00	40.00
- Badge or other	50.00	50.00

Wall Plaques – Internal

Indoor single (12" x 3") - 5 year lease	135.00	135.00
Indoor single (12" x 3") - 10 year lease	235.00	235.00
Indoor single (12" x 3") - 20 year lease	335.00	335.00
Indoor double (12" x 6") - 5 year lease	230.00	230.00
Indoor double (12" x 6") - 10 year lease	330.00	330.00
Indoor double (12" x 6") - 20 year lease	430.00	430.00

REDDITCH BOROUGH COUNCIL**OVERVIEW & SCRUTINY
COMMITTEE Appendix 3**

14th February 2012

	Proposed 2011/12 £	Proposed charge from 1 April 2012 £
Outdoor Wall Plaques		
5 year lease	150.00	150.00
10 year lease	250.00	250.00
20 year lease	350.00	350.00
Octagonal planter memorial/plaque		
5 year lease	220.00	220.00
10 year lease	320.00	320.00
20 year lease	450.00	450.00
motif	50.00	50.00
Additional inscription on plaque	60.00	60.00
Wall Plaque extension fee		
5 years	80.00	80.00
10 years	110.00	110.00
20 years	220.00	220.00
Benches - Purchase of memorial bench (cost includes slabs, securing mechanism and engraving). (appointment must be made with office as location and spaces are limited)	850.00	850.00
Purchase of bench memorial plaque (bronze)	100.00	100.00

Where Fees and Charges have not been increased this is due to the current economic climate and to encourage higher usage of these services

REDDITCH BOROUGH COUNCIL**OVERVIEW & SCRUTINY****COMMITTEE****Appendix 4**

14th February 2012

REDDITCH BOROUGH COUNCIL

Regulatory Services

Scale of Proposed Charges 1st April 2012

	Current 2011/12 £	Proposed charge from 01/04/12 £
<u>Dog Warden</u>		
(VAT outside scope)		
(fees agreed with contractor)		
Vaccination*	27.70	27.70
Penalty* (statutory fee)	25.00	25.00
Daily charge (for first 2 days)	10.00	10.00

* no charge for a first offence to those on income related means tested benefits

Licences

(VAT outside scope)

Riding establishments	156.00	156.00
Pet shops - Initial	86.00	86.00
- Renewal	41.00	41.00
Dog breeding - Initial	103.60	103.60
- Renewal	68.25	68.25
Animal boarding - Initial	101.50	101.50
- Renewal	62.00	62.00
Dangerous Wild Animals	163.00	163.00

(The above licences are subject to the addition of any actual vet costs incurred)

Acupuncture, Tattooing, Ear Piercing and Electrolysis	78.00	78.00
Control of Sex Establishments	950.00	950.00

REDDITCH BOROUGH COUNCIL

OVERVIEW & SCRUTINY

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Other Environmental Health Fees

ISS Certs Condemned Food*	65.00	65.00
Food Hygiene Basic Course fee	60.00	60.00

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14th February 2012

Hackney Carriages & Private Hire Vehicles

(VAT outside scope)

Hackney Carriage Vehicle Licence per annum (2005/06 charge excludes vehicle testing)	258.65	258.65
Hackney Carriage Driver's Licence - per annum	56.85	56.85
Private Hire Operator's Licence - per annum - (1 vehicle)	164.00	164.00
- per each additional vehicle	16.40	16.40
Private Hire Vehicle Licence per annum (2005/06 charge excludes vehicle testing)	258.65	258.65
Private Hire Driver Licence - per annum	56.85	56.85
Dual Hackney Carriage and Private Hire Driver's Licence - per annum	83.00	83.00
Administration Charge - new applications	25.00	25.00
Transfer of plate - per transfer	47.00	47.00
Replacement Vehicle Plates	18.70	18.70
Replacement Driver's Badge	11.00	11.00
Magnets (VIP)	18.00	18.00
DVLA Enquiry	5.00	5.00
CRB Disclosure	40.00	50.00

Premises Licence

Theft, loss etc of premises license summary	10.50	10.50
Application for a provisional statement where premises being built etc.	315.00	315.00
Notification of change of name or address	10.50	10.50
Application to vary licence to specify individual as premises supervisor	23.00	23.00
Application for transfer of premises licence	23.00	23.00
Interim authority notice following death etc of license holder	23.00	23.00

REDDITCH BOROUGH COUNCIL**OVERVIEW & SCRUTINY****COMMITTEE****Appendix 4**

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Club Premises Certificates

Theft, loss etc. of certificate or summary	10.50	10.50
Notification of change of name or alteration of rules of club	10.50	10.50
Change of relevant registered address of club	10.50	10.50
Theft, loss etc of temporary event notice	10.50	10.50
Theft, loss of personal notice	10.50	10.50
Duty to notify change of name or address	10.50	10.50
Right of freeholder etc to be notified of licensing matters	21.00	21.00

Additional fee for events or premises with 5000+ people ranging from £1,000 to £64,000 for 90,000 and over

Gambling Act Permit Fees

Licensed Premises Gaming Machine Permit

Occasion on which fee may be payable		
Grant	150.00	150.00
Existing operator grant	100.00	100.00
Variation	100.00	100.00
Transfer	25.00	25.00
Annual Fee	50.00	50.00
Change of name	25.00	25.00
Copy of Permit	15.00	15.00

Licensed Premises Automatic Notification Process

Occasion on which fee may be payable		
Grant	50.00	50.00

REDDITCH BOROUGH COUNCIL**OVERVIEW & SCRUTINY
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14th February 2012

Club Gaming Permits

Occasion on which fee may be payable		
Grant	200.00	200.00
Grant (Club Premises Certificate holder)	100.00	100.00
Existing operator grant	100.00	100.00
Variation	100.00	100.00
Renewal	200.00	200.00
Renewal (Club Premises Certificate holder)	100.00	100.00
Annual Fee	50.00	50.00
Copy of Permit	15.00	15.00

Club Machine Permits

Occasion on which fee may be payable		
Grant	200.00	200.00
Grant (Club Premises Certificate holder)	100.00	100.00
Existing operator grant	100.00	100.00
Variation	100.00	100.00
Renewal	200.00	200.00
Renewal (Club Premises Certificate holder)	100.00	100.00
Annual Fee	50.00	50.00
Copy of Permit	15.00	15.00

**Family Entertainment Centre Gaming Machine
Permit**

Occasion on which fee may be payable		
Grant	300.00	300.00
Existing operator grant	100.00	100.00
Change of name	25.00	25.00
Renewal	300.00	300.00
Copy of Permit	15.00	15.00

REDDITCH BOROUGH COUNCIL**OVERVIEW & SCRUTINY
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14th February 2012

Prize Gaming Permits

Occasion on which fee may be payable		
Grant	300.00	300.00
Existing operator grant	100.00	100.00
Change of name	25.00	25.00
Renewal	300.00	300.00
Copy of Permit	15.00	15.00

Small Lottery Registration (set by legislation)

Occasion on which fee may be payable		
Grant	40.00	40.00
Annual fee	20.00	20.00

Premises Licence Fees

Adult Gaming Centre

Occasion on which fee may be payable		
Grant	1180.75	1180.75
Annual Fee	608.00	608.00
Variation	608.00	608.00
Transfer	708.50	708.50
Application for Provisional Statement	1180.75	1180.75
Licence Application (Provisional Statement Holders)	708.50	708.50
Copy of Licence	35.00	35.00
Notification of Change	59.00	59.00
Application by Re-instatement	708.50	708.50

REDDITCH BOROUGH COUNCIL**OVERVIEW & SCRUTINY****COMMITTEE****Appendix 4**

14th February 2012

Bingo Premises

Occasion on which fee may be payable		
Grant	2066.50	2066.50
Annual Fee	608.10	608.10
Variation	1033.20	1033.20
Transfer	708.50	708.50
Application for Provisional Statement	2066.50	2066.50
Licence Application (Provisional Statement Holders)	708.50	708.50
Copy of Licence	35.00	35.00
Notification of Change	59.00	59.00
Re-instatement Fee	708.50	708.50

Temporary Event Use Notice

Occasion on which fee may be payable		
Grant	295.30	295.30

Family Entertainment Centre

Occasion on which fee may be payable		
Grant	1180.75	1180.75
Annual Fee	561.25	561.25
Variation	608.10	608.10
Transfer	590.65	590.65
Application for Provisional Statement	1180.75	1180.75
Licence Application (Provisional Statement Holders)	590.65	590.65
Copy of Licence	29.55	29.55
Notification of Change	59.50	59.50
Application by Re-instatement	578.80	578.80

REDDITCH BOROUGH COUNCIL**OVERVIEW & SCRUTINY
COMMITTEE****Appendix 4**

14th February 2012

Betting Premises (excluding tracks)

Occasion on which fee may be payable		
Grant	1764.50	1764.50
Annual Fee	353.50	353.50
Variation	882.00	882.00
Transfer	705.50	705.50
Application for Provisional Statement	1764.50	1764.50
Licence Application (Provisional Statement Holders)	705.50	705.50
Copy of Licence	29.55	29.55
Notification of Change	59.50	59.50
Application by Re-instatement	708.50	708.50

Small Lotteries

Occasion on which fee may be payable		
Grant	40.00	40.00
Yearly fee	20.00	20.00

REDDITCH BOROUGH COUNCIL**OVERVIEW & SCRUTINY
COMMITTEE Appendix 4**

14th February 2012

**Premises Licences & Club
Premises Certificates Fees
Licensing Act 2003**

The fees for applications for new licenses, or variations are set according to the rateable value of the premises to be licensed.

Band	Rateable Value	Initial Fee	Annual Charge	Initial Fee	Annual Charge
A	0 - 4,300	100.00	70.00	100.00	70.00
B	4,301 - 33,000	190.00	180.00	190.00	180.00
C	33,001 - 87,000	315.00	295.00	315.00	295.00
D	87,001 - 125,000	450.00	320.00	450.00	320.00
E	125,001 & over	635.00	350.00	635.00	350.00

For premises whose business is mainly alcohol-related (not Registered Clubs) fees for Premises in Band D and E are as follows

Band	Rateable Value	Initial Fee	Annual Charge	Initial Fee	Annual Charge
D(x2)	87,001 - 125,000	900.00	640.00	900.00	640.00
E(x2)	125,001 & over	1905.00	1050.00	1905.00	1050.00

Personal Licence £37.00 for 10 years

Temporary Event Notice £21.00 per notice

REDDITCH BOROUGH COUNCIL**OVERVIEW & SCRUTINY
COMMITTEE****Appendix 5**

14th February 2012

REDDITCH BOROUGH COUNCIL**Finance and Resources****Scale of Proposed Charges 1st April 2012**

	Current 2011/12 £	Proposed charge from 01/04/12 £
<u>Corporate Charges</u>		
Photocopying per copy		
A4 (black & white)	0.20	0.20
A4 (colour)	0.35	0.35
A3 (black & white)	0.30	0.30
A4 binding	1.60	1.60
A4 plastic cover	1.10	1.10
A3 (colour)	0.60	0.60
A2 (black and white)	0.50	0.50
A2 (colour)	Variable rate	Variable rate
A1 (black and white)	0.90	0.90
A1 (colour)	Variable rate	Variable rate
A0 (black and white)	1.70	1.70
A0 (colour)	Variable rate	Variable rate

Other Corporate Charges

Copy P60	5.00	5.00
Replacement ID badge	5.00	5.00
Attachment of Earnings per deduction	1.00	1.00

Revenues and Benefits***Court Costs*****Council Tax**

- Summons	50.00	50.00
- Liability Order	25.00	25.00

REDDITCH BOROUGH COUNCIL**OVERVIEW & SCRUTINY
COMMITTEE Appendix 5**

14th February 2012

NADR

- Summons	50.00	50.00
- Liability Order	25.00	25.00

The above charges are set with reference to the cost of collection.
The existing charges continue to cover cost.

Property Services

(all exclusive of VAT)

Consent for Alteration to ex-RBC properties	117.00	120.00
Retrospective consent	146.25	150.00
Garden Licence Fees	60.00	61.50
Minor Land Disposal Surveyors and Legal Fees	284.00	290.00
Freehold Reversion fees	284.00	290.00
Minor Lands Sales Request for Information	N/A	400.00
Minor Land Sales Full Application	N/A	300.00
Surveyors Fees – Estimated Fee	N/A	400.00
Solicitors Fees – Estimated Fee	N/A	400.00
Advertising – Estimated Fee	N/A	500.00

REDDITCH BOROUGH COUNCIL**OVERVIEW & SCRUTINY
COMMITTEE****Appendix 6**

14th February 2012

REDDITCH BOROUGH COUNCIL

Legal, Equalities & Democratic Services

Scale of Proposed Charges 1st April 2012

	Current 2011/12 £	Proposed charge from 01/04/12 £	
<u>Legal Costs</u>			
Mortgage Redemption Fee	52.80	54.10	
Loan of Deeds for enquiry purposes	27.20	27.90	
Second Mortgage questionnaire	36.45	37.35	
Surrender of Garage Lease	60.15	61.65	
Discount questionnaire	27.20	27.90	
Leasehold Questionnaire	25.00	50.00	reflect actual cost
Mortgage Reference	47.45	48.65	
Notice of Postponement during Right to Buy	20.35	20.85	
Further Advance afterwards	27.20	27.90	
Re-mortgage	47.45	48.65	
Consent for alterations to former Council house/flat	122.85	125.90	
Retrospective Consent for alterations to former Council house/flat	153.50	157.35	
Garden licence - initial administration fee (plus annual fee)	63.00	64.60	
Deed of Grant/Easement		305.55	New for 2012
Licence to Assign		305.55	New for 2012
Rent Deposit Deed		305.55	New for 2012
Authorised Guarantee Agreement		305.55	New for 2012
Licence for Alterations		305.55	New for 2012

REDDITCH BOROUGH COUNCIL**OVERVIEW & SCRUTINY
COMMITTEE****Appendix 6**

14th February 2012

	Current 2011/12 £	Proposed charge from 01/04/12 £	
Licence to Sub-let		305.55	New for 2012 New title only
Grant of Lease	298.10	305.55	
Minor land sales - surveyors fees	298.10	305.55	
Minor land sales - legal fees	298.10	305.55	
Freehold reversions - admin fee	298.10	305.55	
Copy of lease (up to 25 pages)	Standard photocopying charge for no & size of pages		
Copies of RTB service charges (up to last three years)			
Extra copies of valuation - S.125 Notice			
Street Trading Licence per day	92.60	94.90	

VAT payable on all fees and
charges

ELECTORAL REGISTRATION

Register Sales*		
In data form		
- basic fee	20.00	20.00
- for each 1,000 names or part thereof	1.50	1.50
In printed form		
- basic fee	10.00	10.00
- for each 1,000 names or part thereof	5.00	5.00
Marked Election Register Sales*		
In data form		
- basic fee	10.00	10.00
- for each 1,000 names or part thereof	1.00	1.00
In printed form		
- basic fee	10.00	10.00
- for each 1,000 names or part thereof	2.00	2.00

REDDITCH BOROUGH COUNCIL**OVERVIEW & SCRUTINY****COMMITTEE****Appendix 6**

14th February 2012

	Current 2011/12 £	Proposed charge from 01/04/12 £
Miscellaneous Charges		
- Labels basic fee	11.00	11.25
- for each 1,000 properties or part thereof	5.50	5.65
- street list	11.00	11.25
- Data Property Addresses	20.00	20.50
- For each 1,000 properties or part thereof	1.50	1.50
- Confirmation letter of registration	15.00	15.35
- Research of registration letter	30.00	30.75

****This charge is determined by the Representation of the People Regulations 2001***

REDDITCH BOROUGH COUNCIL**OVERVIEW & SCRUTINY
COMMITTEE****Appendix 7**

14th February 2012

REDDITCH BOROUGH COUNCIL**Housing Services**Scale of Proposed Charges 1st April 2012

	Current 2011/12 £	Proposed charge from 01/04/12 £
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(VAT outside scope unless otherwise stated)

Dispersed Units

Water charge	3.50 p.w	3.70
Service Charge		
Minimum Charge	11.22 p.w	11.20
Maximum Charge	11.91 p.w	11.90

Service Charges

Three Storey Flats	6.25	6.40
Woodrow Estate	3.10	3.20
Evesham Mews	5.15	5.30
St David's House	10.60	10.90
Queen's Cottages	4.20	4.40
Replacement Key Fobs (each)	5.50	5.70

Sheltered Scheme (VAT inclusive)

Use of washing machines	1.70	2.00
Use of drying machines	1.20	1.50
Use of guest bedrooms per night	12.60	12.90
Hire of communal lounge per hour	9.00	9.30

REDDITCH BOROUGH COUNCIL**OVERVIEW & SCRUTINY
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14th February 2012

St David's House

	Current 2011/12 £	Proposed charge from 01/04/12 £
Heating charge	6.30	6.60
Water charge	2.75	2.90

Mendip House

Gas charge F1/B3	7.60	8.00
Gas charge F1/1(B)	9.00	9.50

Bredon House

Gas charge F1/1(A)	6.90	7.30
Gas charge F1/1(B)	6.95	7.30
Gas charge F3/BS	6.95	7.30
Gas charge F1/2P	7.75	8.20

Malvern House

Gas charge F1/BS	7.00	7.40
Gas charge F1/1	7.40	7.80
Gas charge F1/2	7.85	8.30

Mendip House

Electric charge F1/B3	6.45	6.80
Electric charge F1/1	7.85	8.30

Bredon House

Electric charge F1/1(A)	4.85	5.10
Electric charge F1/1(B)	4.95	5.20
Electric charge F3/BS	4.95	5.20
Electric charge F1/2P	5.55	5.90

Malvern House

Electric charge F1/BS	5.00	5.30
Electric charge F1/1	5.10	5.40
Electric charge F1/2	5.85	6.10

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	Current 2011/12 £	Proposed charge from 01/04/12 £
Winslow Close		
Electric charge 1/IBSF	6.20	6.50
Electric charge 2/IBSF	7.85	8.30

Garage Rents

Garages	7.45	7.70
Car Ports	2.85	2.90
Car Spaces	1.8	1.90
Non Council Tenants plus VAT	8.95	9.20

Rechargeable Repairs

Boarding up a domestic property: Minimum charge Maximum charge	19.40 Full cost	19.90
Glazing: Minimum charge Maximum charge	39.90 Full cost	40.90
Lock replacement: Minimum charge Maximum charge	23.35 Full cost	23.95
Larger repairs (eg door, w/c replacement): Minimum charge Maximum charge	One third Full cost	One third Full cost
Out of hours call out	30.15	30.90

St. David's House Luncheon Club

Residents	3.15	3.40
Non Residents (Over 60) (inc VAT)	4.00	4.30
All Others (inc VAT)	5.25	5.50
Drinks	0.35	0.40

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	Current 2011/12 £	Proposed charge from 01/04/12 £
Home Support Service		
Full Charge	12.25	13.22
Protected Charge	3.50	4.00
Lifeline - full charge (48 weeks)	3.46	3.58
Emergency Response Home Support	3.50	3.60
Full Charge	57.65 p.w.	59.10
Protected Charge	37.30 p.w.	38.30
Landlords References		
Landlords references	46.50	47.70

REDDITCH BOROUGH COUNCIL**OVERVIEW & SCRUTINY
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REDDITCH BOROUGH COUNCIL**PLANNING AND REGENERATION REDDITCH****Scale of Proposed Charges 1st April 2012****Current
2011/12
£****Proposed
charge from
01/04/12
£****Charges include VAT unless stated****DEVELOPMENT PLAN DOCUMENTS****Previous Local Plans**

Borough of Redditch Local Plan No.1: Written statement and proposals map	9.10	9.30
Borough of Redditch Local Plan No.2: Written statement and proposals map Inspectors Report (1993 & 1995)	23.60 5.40	24.20 5.55

Local Development Framework Documents (LDF)

Borough of Redditch Local Plan No.3: Written statement and proposals map Inspectors Report	57.60 28.30	59.05 29.00
Local Development Scheme (LDS)	16.90	17.30
Statement of Community Involvement (SCI)	16.90	17.30
Scoping Report for Development Plan Documents	16.90	17.30

REDDITCH BOROUGH COUNCIL**OVERVIEW & SCRUTINY****COMMITTEE****Appendix 8**

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	Current 2011/12 £	Proposed charge from 01/04/12 £
Monitoring Documents		
Housing Commitments in Redditch Borough since 1 April 1996	28.10	28.80
Housing Completions on Large and Small Sites in Redditch Borough since 1 April 1996	28.10	28.80
Replacement Dwellings Monitoring since 1 April 1996	28.10	28.80
Annual Commitments & Completions on Small Windfall Sites since 1 April 1996	28.10	28.80
Provision of Affordable Housing since 1 April 1996	28.10	28.80
Employment Land Supply in Redditch Borough since 1 April 1996	28.10	28.80
Annual Monitoring Report	28.10	28.80
Other Documents		
Feckenham Housing Needs Assessment	5.70	5.85
Redditch Housing Needs Assessment	11.30	11.60
Residential Urban Capacity Study	39.40	40.40
Open Space Needs Assessment	39.40	40.40
Schedule of Buildings of Local Interest	28.10	28.80
North West Redditch Master Plan Documents	16.90	17.30
- Report	11.30	11.60
- Transport Report Appendix	11.30	11.60
- Landscape Appendix		
Supplementary Planning Documents/ Guidance		
Affordable Housing Provision (2000)	16.90	17.30
Encouraging Good Design	16.90	17.30
General Mobility Housing - Design Standards	5.40	5.55
General Mobility Housing - Needs Assessment	2.80	2.90
Employment Land Monitoring (SPG)	16.90	17.30
All new Supplementary Planning Documents (SPD's)	16.90	17.30

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	Current 2011/12 £	Proposed charge from 01/04/12 £
Development Management Charges		
High Hedge Complaints	200.00	205.00
Permitted Development Enquiry - Householder –	26.00	27.00
Other	51.00	54.00
Pre-application discussions		
Householder –	41.00	43.00
Additional meetings	20.00	21.00
Advertisements –	51.00	54.00
Additional meetings	26.00	27.00
Change of use -	153.00	161.00
Additional meetings	77.00	81.00
Telecommunications –	153.00	161.00
Additional meetings	77.00	81.00
Other –	102.00	107.00
Additional meetings	51.00	54.00

REDDITCH BOROUGH COUNCIL**OVERVIEW & SCRUTINY
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	Current 2011/12 £	Proposed charge from 01/04/12 £
Residential Development/ Non-Residential Development Site Area/ Proposed Gross Floor Area of Non- Residential Development		
1-4 dwellings/0.5ha or less/499m ² or less - Additional meetings	255.00 102.00	268.00 107.00
5-9 dwellings/0.6 - 0.99ha/500-999m ² - Additional meetings	511.00 102.00	537.00 107.00
10-49 dwellings/1.0 - 1.25ha/1000-2499m ² - Additional meetings	1021.00 510.00	1072.00 536.00
50-199 dwellings/1.26 - 2.0ha/2,500 – 9,999m ² – Additional meetings	2043.00 766.00	2145.00 793.00
200+ dwellings/2ha or more/10,000m ² - Additional meetings	3064.00 1021.00	3217.00 1072.00

The fees above are set Countywide for consistency and best practice, and have not been raised since 2009, so it has been agreed to raise them by 5%.

Local Land Charges

Basic Full Search Total Cost		
Residential	99.00	102.00
Commercial	135.00	139.00
LLC1 (Register Entries only)		
Residential	22.00	23.00
Commercial	22.00	23.00
Con29R Enquiries		
Residential	77.00	79.00
Commercial	113.00	116.00
Residential		
RBC element	61.00	62.00
WCC element	16.00	17.00
Commercial		
RBC element	97.00	97.00
WCC element	16.00	17.00

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	Current 2011/12 £	Proposed charge from 01/04/12 £
Single Con29 Question		
Question 1.1 (a) to (e) Residential Commercial	fees amalgamated	
Question 1.1 (f) to (h) Residential Commercial		
Question 1.1 (a) to (h) Residential Commercial	15.10 18.15	15.50 18.60
Question 1.2 * Residential Commercial	1.25 2.25	1.30 2.30
Question 2 (a) to (d) Residential Commercial	8.00 10.00	8.20 10.30
Question 3.1 * Residential Commercial	1.25 2.20	1.30 2.30
Question 3.2 Residential Commercial	2.00 3.00	2.00 3.10
Question 3.3 (a) & (b) N/A Residential Commercial	Severn Trent Severn Trent	
Question 3.4 (a) to (f) Residential Commercial	4.50 7.50	4.60 7.70
Question 3.5 * Residential Commercial	1.70 2.75	1.75 2.85
Question 3.6 (a) to (l) Residential Commercial	6.00 9.00	6.20 9.25

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	Current 2011/12 £	Proposed charge from 01/04/12 £
Question 3.7 (b), (c), (d), (f) Residential Commercial		
Question 3.7 (a) Residential Commercial	fees amalgamated	
Question 3.7 Residential Commercial		
Question 3.7, 3.7 (a), (b), (c), (d), (f) Residential Commercial		9.90 15.60
Question 3.8 * Residential Commercial	2.00 3.00	2.05 3.10
Question 3.9 (a) to (n) Residential Commercial	15.40 25.20	15.80 25.80
Question 3.10 (a) to (b) * Residential Commercial	2.20 2.80	2.25 2.85
Question 3.11 * Residential Commercial	2.20 3.15	2.25 3.25
Question 3.12 (a) to (c) * Residential Commercial	4.40 6.20	4.50 6.35
Question 3.13 * Residential Commercial	1.10 2.20	1.15 2.25
Con290 Optional Enquiries		
Questions 4, 5 & 9 * Residential Commercial	10.50 10.50	10.80 10.80

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	Current 2011/12 £	Proposed charge from 01/04/12 £
Questions 6 to 8 & 10 to 21 *		
Residential	5.25	5.40
Commercial	5.25	5.40
Question 22		
Residential	21.00	21.50
Commercial	21.00	21.50
Additional Enquiries		
Residential	42.00	43.00
Commercial	42.00	43.00
Additional Parcel of Land		
Commercial	18.90	19.40
	18.90	19.40
Personal Search **		
Residential	Free	Free
Commercial	Free	Free

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	Current 2011/12 £	Proposed charge from 01/04/12 £
Refresher Search		
Residential	34.00	35.00
Commercial	34.00	35.00
(search updated within 6 months)		
(search updated after 6 months)		

* Reduced for 2011/12 due to the harmonisation of fees and charges with Bromsgrove DC under shared services (BDC charges increased by 5% for 2011/12) but now to be raised 2.5% in both authorities.

** Statutory requirement for provision to be free of charge

Business Centres

Fax – Outgoing		
UK	0.84	0.84
Europe & Eire	1.50	1.50
North America	1.74	1.74
Other	2.58	2.58
Fax - Incoming	0.60	0.60
Secretarial	£12.00/hour £9.60 minimum charge	£12.00/hour £9.60 minimum charge
Postal Address Facility	£42.00 p/m	£42.00 p/m
Telephone Divert:		
Normal	Qtr	£108.00/qtr
Gold	£204.00/qtr	£204.00/qtr

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	Current 2011/12 £	Proposed charge from 01/04/12 £
Photocopying:		
A4 single side	0.12	0.12
A4 double side	0.17	0.17
A3 single side	0.24	0.24
A3 double side	0.29	0.29
Photocopying:		
A4 single side - non tenants	0.18	0.18
Conference Room (per hour):		
Rubicon Tenants	9.60	9.60
Rubicon Non Tenants	19.20	19.20
Greenlands Tenants	10.80	10.80
Greenlands Non Tenants	21.60	21.60

No increases for 2011/12 for business centres and secretarial services

Rent Rubicon per Month:		
Unit 1	586.98	586.98
Unit 2	605.91	605.91
Unit 3	605.91	605.91
Unit 4	605.91	605.91
Unit 5	605.91	605.91
Unit 6	492.30	492.30
Unit 7	378.69	378.69
Unit 8	353.44	353.44
Unit 9	378.69	378.69
Unit 10	353.44	353.44
Unit 11	637.47	637.47
Unit 12	700.59	700.59
Unit 13	574.35	574.35
Unit 14	467.06	467.06
Unit 15	378.69	378.69

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	Current 2011/12 £	Proposed charge from 01/04/12 £
Unit 16	605.91	605.91
Unit 17	744.78	744.78
Unit 18	599.60	599.60
Unit 19	631.16	631.16
Unit 20	631.16	631.16
Unit 21	631.61	631.61
Unit 22	681.65	681.65
Unit 23	744.78	744.78
Unit 26	524.20	524.20
Unit 27	524.20	524.20
Unit 28	524.20	524.20
Unit 29	524.20	524.20
Unit 30	524.20	524.20
Unit 31	262.10	262.10
Unit 32	262.10	262.10
Unit 33	419.37	419.37
Rent Rubicon per Month:		
Unit 34	262.10	262.10
Unit 35	262.10	262.10
Unit 36	262.10	262.10
Unit 37	262.10	262.10
Unit 38	262.10	262.10
Unit 39	524.20	524.20
Unit 40	524.20	524.20
Unit 41	419.37	419.37

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	Current 2011/12 £	Proposed charge from 01/04/12 £
Greenlands per Month:		
Unit 1	955.80	955.80
Unit 2	276.21	276.21
Unit 3	1,223.03	1,223.03
Unit 4	978.41	978.41
Unit 5	267.17	267.17
Unit 6	283.01	283.01
Unit 7	674.68	674.68
Unit 8	663.35	663.35
Unit 9	1,220.97	1,220.97
Unit 10	339.59	339.59
Unit 11	301.11	301.11
Unit 12	301.11	301.11
Unit 13	384.88	384.88
Unit 14	735.81	735.81
Unit 15	735.81	735.81
Unit 16	656.56	656.56
Unit 17	369.03	369.03
Unit 18	369.03	369.03
Unit 19	559.21	559.21
Unit 20	545.64	545.64
Unit 21	1,233.30	1,233.30
Unit 22	264.89	264.89
Unit 23	264.89	264.89
Unit 24	283.01	283.01
Unit 25	296.58	296.58
Unit 26	366.77	366.77
Unit 27	244.52	244.52
Unit 28	686.00	686.00

REDDITCH BOROUGH COUNCIL**OVERVIEW & SCRUTINY****COMMITTEE****Appendix 8**

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	Current 2011/12 £	Proposed charge from 01/04/12 £
Rent Greenlands per Month:		
Unit 29	658.83	658.83
Unit 30	1,214.80	1,214.80
Unit 31	337.24	337.24
Unit 32	984.85	984.85
Unit 33	328.29	328.29
Unit 34	335.08	335.08
Unit 35	346.39	346.39
Rent Hemming Road per Month:		
Unit 1	277.42	277.42
Unit 2	474.67	474.67
Unit 3	394.49	394.49
Unit 4	394.49	394.49
Unit 5	394.49	394.49
Unit 6	394.49	394.49
Unit 7	418.45	418.45
Unit 8	267.29	267.29
Unit 9	267.29	267.29
Unit 10	267.29	267.29
Unit 11	267.29	267.29
Unit 12	267.29	267.29
Unit 13	267.29	267.29
Unit 14	267.29	267.29
Unit 15	267.29	267.29
Unit 16	267.29	267.29
Unit 17	267.29	267.29
Unit 18	267.29	267.29
Unit 19	267.29	267.29
Unit 20	394.49	394.49
Unit 21	394.49	394.49
Unit 22	394.49	394.49
Unit 23	394.49	394.49
Unit 24	394.49	394.49

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	Current 2011/12 £	Proposed charge from 01/04/12 £
Unit 25	394.49	394.49
Unit 26	394.49	394.49
Unit 27	394.49	394.49
Unit 28	394.49	394.49
Unit 29a	123.43	123.43

Rent Hemming Road per Month:		
Unit 29b	203.77	203.77
Unit 29c	188.45	188.45

Outdoor Market Rents (VAT exempt)

Stall or flower pitch - no electricity		
Licensed Traders:		
Monday	14.00	14.00
Tuesday	15.45	15.45
Thursday & Friday	15.90	15.90
Saturday	24.40	24.40
Casual Traders:		
Monday	18.10	18.10
Tuesday	20.10	20.10
Thursday & Friday	20.75	20.75
Saturday	31.80	31.80

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	Current 2011/12 £	Proposed charge from 01/04/12 £
Van Pitch or food trailer - with electric		
Licensed Traders:		
Monday	27.50	27.50
Tuesday	29.95	29.95
Thursday & Friday	31.25	31.25
Saturday	37.50	37.50
Casual Traders:		
Monday	35.80	35.80
Tuesday	39.00	39.00
Thursday & Friday	40.50	40.50
Saturday	49.50	49.50

Seasonal discounts for all licensed stall holders/licensed van pitches will be applied at the rate of 15% in January, February and March to all the above rents.

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REDDITCH BOROUGH COUNCIL

PLANNING AND REGEN REDDITCH

Scale of Proposed Charges 1st April 2012

BUILDING CONTROL CHARGES

TABLE A: STANDARD CHARGES FOR THE CREATION OR CONVERSION TO NEW HOUSING

When using similar house types we can reduce our charges,
for details of this reduction or for charges for more than 5
dwellings please telephone: 01527 534038

Number of Properties	Application Charge			Regularisation Charge			Additional Charge		
	Agreed charge 1st April 2011 (incl VAT)	% increase (TBD)	Proposed charge from 1 April 2012	Agreed charge 1st April 2011 (No VAT payable)	% increase (TBD)	Proposed charge from 1 April 2012	Agreed charge 1st April 2011 (incl VAT)	% increase (TBD)	Proposed charge from 1 April 2012
1	620.00	0	620.00	780.00	0	780.00	110.00	0	110.00
2	855.00	0	855.00	1070.00	0	1070.00	215.00	0	215.00
3	1085.00	0	1085.00	1355.00	0	1355.00	329.00	0	329.00
4	1310.00	0	1310.00	1860.00	0	1860.00	425.00	0	425.00
5	1505.00	0	1505.00	1885.00	0	1885.00	530.00	0	530.00

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HOUSING REVENUE ACCOUNT - INITIAL ESTIMATE 2012/13

Relevant Portfolio Holder	Councillor Brandon Clayton, Portfolio Holder for Housing, Local Environment and Health
Portfolio Holder Consulted	Not stated
Relevant Heads of Service	Teresa Kristunas, Head of Finance and Resources and Liz Tompkin, Head of Housing Services.
Wards Affected	All Wards
Ward Councillor Consulted	Not applicable
Key Decision	

1. SUMMARY OF PROPOSALS

To present Members with the Initial Estimates for the Housing Revenue Account for 2012/13 and the proposed dwelling rents for 2012/13.

2. RECOMMENDATIONS

The Committee is asked to **RECOMMEND** that

- 1) **the draft 2012/13 Estimates for the Housing Revenue Account, attached to the report at Appendix 1, be approved;**
- 2) **the actual average rent increase for 2012/13 be 7%; and**
- 3) **£2 million be transferred to a reserve as a Revenue Contribution to Capital to fund the future Capital Programme.**

3. KEY ISSUES

Financial Implications

- 3.1 This report only considers those items included in the Housing Revenue Account (HRA). General Fund items will be considered separately when setting the Council Tax.

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- 3.2 The Council, through the system of Housing finance introduced by the Local Government and Housing Act 1989, has been subject to reducing external support to the Housing Revenue Account in the form of diminishing Housing Subsidy over the past few years. The Council has paid in excess of £6.8 million to central government because of it being in a negative subsidy position. The system of housing subsidy giving rise to this payment will cease on the 31st March 2012.
- 3.3 On 5th October 2010 the Government announced in a Written Ministerial Statement its intention to replace the Housing Revenue Account subsidy system with a devolved system of Council housing finance called self-financing. The proposal in the form of a financial settlement will mean a redistribution of the `national' housing debt.
- 3.4 Rent restructuring was introduced in 2002/03. The objective of this is set out in a Government policy statement "Quality and Choice: A Decent Home for All – The Way Forward for Housing". It is proposed that rent setting in the social housing sector should be brought on to a common system based upon relative property values and local earnings levels. The intention was for there to be rent convergence between sectors within 10 years. Briefly, the rent increase each year should be based on an increase for inflation plus an adjustment of 10% of the difference between the formula rent and the actual rent on an individual property basis. The 10% adjustment, which is aimed at achieving the formula rent for all properties within 10 years, may result in an increase or decrease in rent. The target date for rent convergence is 2015/16. In valuing each local authority's housing business the Government has assumed continued adherence to this rent policy.
- 3.5 This section of the report outlines the major issues which have an impact upon the Housing Revenue budget Account setting process for 2012/13.
- 3.6 Based on the data included in the draft Determination to Implement Self-financing for Council Housing the actual average rent increase for 2012/13 will be 7%. The average rent on a 52 week basis will be £71.91, or £77.90 on a 48 week basis. This compares to the actual average for 2011/12 on a 52 week basis of £67.22 and £72.82 on a 48 week basis.
- 3.7 The Settlement Payments Determination 2012 details the self-financing valuation of each local housing authority's Council housing stock using a discounted cash flow model. The model is based on assumptions made by the Government about rental income and expenditure required to maintain each Council's Council housing stock over 30 years.

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Where the valuation is greater than the authority's Subsidy Capital Financing Requirement (SCFR) then the authority must pay to the Secretary of State the amount by which the self-financing valuation exceeds the SCFR. The payment has to be made on or before the 28th March 2012. For Redditch Borough Council this amounts to £99,512,000.

- 3.8 Self-financing will place a limit (Debt Cap) on borrowing for housing purposes at the closing position for 2011/12. This is estimated to be £118,040,000. The figures at Appendix 1 allow for the payment of interest on this sum.

Capital Resources

- 3.9 From the 1st of April 2004 capital receipts from the sale of housing land and dwellings have been subject to pooling, (75% of Right To Buy (RTB) receipts have to be paid to the Government for redistribution). Officers have estimated that in the short term the number of RTB sales for this Council will be around 5 per annum, generating around £85k in usable capital receipts.
- 3.10 The introduction of the Major Repairs Allowance from April 2001 provided the Council with additional capital resources. With the introduction of self-financing and the end of the current subsidy system this arrangement will cease. In 2011/12 £3,843,949 was transferred from the Housing Revenue Account into a Major Repairs Reserve. In place of this transfer to a Major Repairs Reserve each authority will be required to transfer an amount to the Reserve in respect of depreciation. This Reserve will continue to be available to fund capital expenditure for Housing Revenue Account purposes and to repay borrowing. The self-financing determination provides for a 5 year transitional period before the full depreciation figure must be funded. It is permissible to use the uplifted Major Repairs Allowance. The transfer for 2012/13 will be £5,835,930.
- 3.11 The Council has previously made transfers of monies from the HRA, when resources permit, to transfer sums to a reserve to fund future capital programmes. It is estimated that there will be sufficient resources in the HRA in 2012/13 to allow £2m to be transferred in this way. With the introduction a Debt Cap from 1st April 2012 these monies will be required to support the Housing Capital Programme.
Housing Repairs Account
- 3.12 The budgeted contribution to the Housing Repairs Account as shown at Appendix 1 is £4,251,600 for 2012/13, including inflationary increases where appropriate.

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Right to Buy Scheme - Rent Income

- 3.13 The 2012/13 figures at Appendix 1 allow for the sale of 5 Council homes. The full effect is an anticipated £18,696 loss of rent income.

Provision for Bad and Doubtful Debts

- 3.14 Members will be aware that the provision was reduced to £550,000. Appendix 1 reflects the need to maintain this provision for 2012/13.

Housing Revenue Account Balances

- 3.15 The Head of Finance and Resources has previously advised Members on the minimum level of revenue balances to be maintained in lieu of unforeseen events affecting the Housing Revenue Account and the Council's housing stock. Members have previously approved the retention of a minimum balance of £600,000.
- 3.16 The figures shown in Appendix 1 indicate that the balance carried forward at the 1st of April 2012 will be £1,018,530, which will leave a working balance of £836,270 at the 31st March 2013.

Legal Implications

- 3.17 Section 76 of the Local Government and Housing Act 1989 requires that the Council sets its budget relating to the Housing Revenue Account such that the account does not plan to be in a deficit position.

Service/Operational Implications

- 3.18 The Council since 2002/03 has set its dwelling rents by reference to the rent formula introduced as part of the Government Rent Restructuring policy.
- 3.19 The HRA provides the financial resources to enable the Council to meet its objectives with respect to the management and maintenance of its housing stock.
- 3.20 The budget provides resources for the maintenance of the housing stock.

Customer / Equalities and Diversity Implications

- 3.21 The report contains implications for customers in terms of rent increases.

OVERVIEW AND SCRUTINY COMMITTEE

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4. RISK MANAGEMENT

- 4.1 There are financial risks to the Council of not following government policy in terms of rent restructuring.
- 4.2. The Council needs to approve the rents in a timely manner in order to allow officer time to notify the tenants of the annual rent increase.

5. APPENDICES

Appendix 1 - Housing Revenue Account 2012/13

6. BACKGROUND PAPERS

Housing Subsidy Determination 2011/12 - DCLG

AUTHOR OF REPORT

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REDDITCH BOROUGH COUNCIL**EXECUTIVE
COMMITTEE****Appendix 1****31st January 2012****HOUSING REVENUE ACCOUNT****2012/13 Initial Estimate**

	2011/12 Initial Estimate	2012/13 Initial Estimate
<u>INCOME</u>		
Dwelling Rents	20,924,790	22,202,850
Non Dwelling Rents	522,500	484,000
Charges for Services & Facilities	194,050	190,280
Contributions to Expenditure	0	0
Government Subsidies	0	0
Total Income	21,641,340	22,877,130
<u>EXPENDITURE</u>		
Supervision & Management	5,433,830	5,515,090
Repairs & Maintenance	4,135,820	4,251,600
Rents, rates, taxes & other charges	186,800	165,150
Depreciation	3,843,950	5,835,930
Item 8 Debit	259,600	5,049,620
Negative HRA subsidy payable	6,810,710	0
Provision for Bad Debts	100,000	150,000
Total Expenditure	20,770,710	20,967,390
Net Cost of Services	(870,630)	(1,909,740)
Revenue Contributions to Capital	1,000,000	2,000,000
Provision for Job Evaluation	190,000	190,000
Net Operating Expenditure	319,370	280,260
Interest Receivable	(15,000)	(98,000)
(Surplus) / Deficit on services	304,370	182,260

REDDITCH BOROUGH COUNCIL**EXECUTIVE
COMMITTEE****Appendix 1****31st January 2012**

HOUSING REVENUE ACCOUNT BALANCE

B/fwd Balance	1,322,900	1,018,530
Surplus/(Deficit) for year	(304,370)	(182,260)
C/fwd Balance	1,018,530	836,270

OVERVIEW AND SCRUTINY COMMITTEE

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MEDIUM TERM FINANCIAL PLAN 2012/13 – 2014/15

Relevant Portfolio Holder	Councillor Michael Braley, Portfolio Holder for Corporate Management
Portfolio Holder Consulted	
Relevant Head of Service	Teresa Kristunas, Head of Finance and Resources
Wards Affected	All Wards / None specific
Ward Councillor Consulted	N/A
Non-Key Decision	

1. SUMMARY OF PROPOSALS

To enable Members to consider the Revenue and Capital bids for 2012/13- 2014/15 and to propose any revisions to the priorities categorisation.

2. RECOMMENDATIONS

The Committee is requested to RESOLVE that

subject to any comments and recommendations the report be noted.

3. KEY ISSUES

Financial Implications

- 3.1 As part of the review of the Medium Term Financial Plan Officers have assessed the funding requirements of their services to enable improvements to be made to the community. A number of Revenue and Capital Bids have been developed and are attached at Appendix A and B for Members' consideration.

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- 3.2 An Officer review has been undertaken of the bids and they have been classified as “High, Medium or Low” depending on the link to the Council priorities. Within the summary statement at 3.6 only those rated as “High” have been included for funding within the medium term financial plan. These bids are detailed at Appendix A (revenue) and B (capital).
- 3.3 Any additional income currently generated that delivers more than the target revenue has been built into the projections as a revised target to achieve.
- 3.4 As Members are aware, 2012/13 is the final year of the 2 year grant settlement as included in the Comprehensive Spending Review. The confirmed grant of £4.212m reflects a reduction of £485k on that received for 2011/12.
- 3.5 The current summary position at 3.6 includes the financial impact of the areas reviewed above in addition to the following assumptions:
- a) Zero pay award in relation to inflationary increase;
 - b) Zero Council Tax increase to be funded from grant received;
 - c) Over £600k of further savings included as a result of shared service and transformation;
 - d) 10% increase in utility bills;
 - e) 2.5% increase in Fees and Charges;
 - f) A 5% reduction in Government Grants has been assumed for 2013/14 and 2014/15.

**OVERVIEW AND SCRUTINY
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- 3.6 The revised position is shown below. This includes funding of bids that are categorised as High only.

	2012/13 £'000	2013/14 £'000	2014/15 £'000
Base cost of General Fund Services	13,554	13,217	13,206
Pressures – High bids	107*	92*	92*
Savings (quick wins, additional income, shared services, adjustment re concessionary fares/changes to Superannuation)	(2,563)	(2,558)	(2,445)
Revenue Implications to Capital Bids	-	68	68
Financing Charges	(357)	(357)	(357)
Superannuation	1,412	1,545	1,724
MRP	700	800	800
Capital charges reversed	(1,396)	(1,396)	(1,396)
Bad Debt Provision	50	50	50
Vacancy Management	(406)	(350)	(350)
Job Evaluation	248	(156)	(156)
Parish Precept	8	8	8
Government Grant	(4,212)	(4,002)	(3,791)
New Homes Bonus	(308)	(450)	(450)
Council Tax	(5,929)	(5,929)	(6,077)
Transfer from Reserves	(658)	-	-
Overall Shortfall	250	582	926

*Only 'High' Bids included.

- 3.8 The Council is to set a balanced budget for 2012/13 – 2014/15 and therefore will have to approve further savings, increase income or reduce high pressures for the 3 year period. Any additional spending, over and above the pressures identified above, would also need to be funded by additional savings.

Legal Implications

- 3.9 None as a direct result of this budget update.

OVERVIEW AND SCRUTINY COMMITTEE

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Service / Operational Implications

- 3.10 The bids proposed will ensure that services to the community can be further developed and improved.

Customer / Equalities and Diversity Implications

- 3.11 None as a direct result of this budget update.

4. RISK MANAGEMENT

The Council needs to set a balanced budget, for 2012/13 the Council has sufficient balances available to fund the shortfall.

5. APPENDICES

Appendix A Revenue Bids
Appendix B Capital Bids.

6. BACKGROUND PAPERS

None stated.

AUTHOR OF REPORT

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NEW REVENUE BIDS 2012/13 - 2014/15

APPENDIX A

Department	Description	2012/13 £'000	2013/14 £'000	2014/15 £'000	H/M/L	Commentary
Planning and Regeneration	Redditch Town Centre Partnership	5	5	5	H	Money will enable the partnership to move forward with its priorities and recommendation from the O&S task group Promoting Redditch to enable a more vibrant town centre. Links to all 3 priorities.
Planning and Regeneration	Economic Developments and Regeneration Projects	10	10	10	H	£10,000 will form a match funding contribution towards concept feasibility for the Church Road site master planning. This will involve working with strategic partners including the HCA and Health Care Trust (Smallwood Health Centre) to explore the feasibility of development options for this key town centre site. Match funding will be sought from the partners for a multiplier effect.
Leisure	Options Appraisal - Service Delivery Model	15	-	-	H	Budget bid put forward in order to review potential models of service delivery to maximise current use of resources and future areas of growth. This will form the baseline data of any future service review and be used as an evidence base.
Leisure	Events Programme	20	20	20	H	5 promotional street theatre events will be hosted in and around local centres and the Town Centre throughout June, July & August and culminating in the a three day annual festival at Morton Stanley Park with a range of suitable live music, family activities and street entertainers. The additional funding will cover the increased cost and including licensing, staging and infrastructure provision as well as marketing & promotion and additional staffing costs.
Environmental	Resurfacing/patching works to potholes etc	2	2	2	H	Many of the RBC owned car parks are suffering wear and tear including pot holes and surface degradation, which causes a health and safety issue. There is a £3,000 budget allocated to the repair of RBC owned car parks however, assessments show that this is not sufficient (current budget years is over spent already) and that an additional £2,000 is required each year.
Environmental	Street Lighting	5	5	5	H	Members agreed a one year budget for the repair and maintenance of RBC owned street lights earlier this financial year as there was no budget for this work, however, this is required on an ongoing basis, otherwise we will not be able to maintain the xxx street lights owned by RBC around the borough. This will enable us to continue with our on going program of footpath and paved surface improvements. These are to replace the old slabbed footpaths around our housing estates and replacing them with flexible surfaces which are better for disabled user we also add drop crossing and rationalize the footpaths we have.
Environmental	Public Footpath Repairs	50	50	50	H	
		107	92	92		
Finance and Resources	Data analysis for procurement	6	6	6	M	The Council has previously has access to this type of resource via the West Midlands Efficiency Partnership but due to funding cuts this service is no longer available. The analysis is able through the analysis of data provide the Council will recommended areas for further investigation that a likely to result in cashable savings in terms of procurement.
Finance and Resources	Energy Advisor	6	6	6	awaiting more information	The services of an energy adviser as a shared resource between both Councils ensure that consumption is routinely monitored, tariffs checked, energy saving equipment installed where appropriate etc as well as provided a knowledge base for the procurement of energy. This type of service has been used effectively in recent years on a savings sharing basis.
TOTAL REVENUE BIDS		119	104	104		

NEW CAPITAL BIDS 2012/13- 2014/15

APPENDIX B

Department	Description	2012/13 £'000	2013/14 £'000	2014/15 £'000	Revenue Implications £'000	Savings identified £'000	H/M/L	Commentary
Transformation	Replacement PC's	40	40	40	8		H	Replace obsolete PC equipment used by departments to deliver their service.
Finance and Resources	improvement works to Public Buildings	250	250	250	13		H	The Council has a need as a responsible property owner and landlord to understand works to its portfolio of properties. These monies are used to enable the Council to fulfil this role.
Finance and Resources	Asbestos Surveys and removal	80			8		H	The Council has a statutory duty as a property owner to ensure that it maintain a register of asbestos present in its properties and also deals with an issues that arise with regards to the presence of asbestos. These monies will be used for the purpose of carrying out surveys as they become due and carrying out work to address any issues that arise.
Environmental	Vehicle Replacement	575	551	672	16		H	Annual programme includes Refuse Collection Vehicles, Vans and Plant including Dial A Ride Vehicles. Following a state of peak use at Crossgates Depot that have resulted in the loss of a significant amount of small plant and mowers (approx £20k on the last occasion), a depot security group has been established and the crime risk survey that was done a number of years ago has been revisited. This has shown that whilst two sides of the depot have been refenced there is a need to replace a third length of fencing on the side of the depot (opposite the workshop offices) in addition there is a need to alarm the landscape stores which are where the majority of small plant is stored (please note all doors to these stores have been strengthened and upgraded). Phase two will be the conversion of the vehicle wash at Crossgates Depot is now redundant but it offers the opportunity to be converted to a safe storage facility for mowers and similar small plant that will strengthen the security of this equipment.
Environmental	Security at Crossgates Resurfacing Works	50	20		5		H	Resurfacing work at the entrance to Redditch United Football Ground.
Leisure	Morton Stanley Park Footpaths	25			3		H	Linked to condition survey and H&S issues. The condition of the pathways is deteriorating and require addressing.
Leisure	Arrow Vale Fitness Suites	72			8		H	To purchase 30 pcs eqpt for Arrow Vale Fitness Suite, due to the end of the contract on June 2012 with Competition Line. If we purchase eqpt and take back in house this will create additional income of £10k. 1st yr (9 mths) 2012/13, onwards £14k. RBC Contribution to match Kingsley College contribution as part of a bigger project with Worcestershire County Council - this relates to a fit for purpose condition report to address priority fabric and structural issues with the Sports Facility. Estimates total project cost £190k
Leisure	Kingsley Sports Centre	37			4		H	
Community	Disabled Facilities Grant		575	575	38		H	Annual capital programme - including £300K Grant funding
Community	Lifetime Grant		150	150	21		H	Annual Capital Programme
HIGH BIDS ONLY		1,179	1,586	1,687	128	0		
Finance and Resources	Ledger/Income Management System	150			17		M	In order to provide an effective shared finance service for both Council the use of the same ledger system would deliver efficiencies both in terms of officer time but the quality of support provided to service users. In addition there is a need to upgrade/replace the Income Management system to meet the increase security requirements introduced by the banking industry.
Environmental	Resurfacing Works	20			2		M	The Council own a number of Car Parks around the Borough (within parks, residential and commercial areas) and a recent assessment of these has shown that there is a need to start an ongoing resurfacing programme to minimise the need for larger scale resurfacing in the future.
Leisure	Forge Mill Museum	7					M	Re-orientate the entrance to the visitor centre to ensure that all customers pass through the catering & re-sale offers. Estimated income per annum of £2k
OTHER BIDS (MEDIUM & LOW)		177	0	0	19	0		
TOTAL BIDS - CAPITAL		1,356	1,586	1,687	147	0		

Portfolio Holder Annual Report

Portfolio: Planning, Regeneration, Economic Development
and Local Transport

Portfolio Holder: Councillor Pearce

Year: 2012/13

1. Executive Summary

1.1 **This Portfolio includes Development Management, Development Plans, Building Control, Economic Development, Town Centre Co-ordination and Strategic Transport. The following is a summary of progress over the last year.**

Development Management

Progress has been maintained in Development Management. Enforcement colleagues from Redditch Borough Council and Bromsgrove District Council have been working more closely together to increase skills and efficiency and successful enforcement action has occurred in Redditch. The Local Land Charges shared service has commenced and is progressing towards its transformation goals through flexible working, IT improvements and changes to working patterns.

Development Plans

Considered Core Strategy consultation responses through Planning Advisory Panel and numerous evidence base documents have been completed to support the emerging Local Plan. All evidence, responses to consultation opportunities and information items continually discussed at PAP. Commenced co-ordination of neighbourhood planning / training and workshops.

Building Control

Following the approval of the individual shared service business case, the creation of North Worcestershire Building Control was formally completed on 1st November 2011. As with Economic Development Unit, this shared service also includes Wyre Forest District Council. Bromsgrove Council is the host Authority.

Economic Development

Economic Development Unit has been restructured as part of the new North Worcestershire Economic Development and Regeneration (EDR) service. The new team will work from offices across North Worcestershire including the Economic Development Unit office at Redditch. The team continue to concentrate on the delivery of the Redditch Economic Development Strategy. The main focus for the year has been establishing the new shared service; integrating into the new business support structures (i.e. the Local Enterprise Partnerships); and establishing high level relationships with strategic businesses. The new team has also successfully launched the business start-up and booster grants schemes for Redditch. The team also continue to operate the street market and the Business Centres, whilst the Regeneration service is working to help bring forward key town centre sites.

Town Centre

Project team and project plan established for the Church Road Redevelopment with HCA and Worcestershire PCT. Successful Town Centre Events Programme delivered. Projects progressed in the Town Centre Strategy. Town Centre Partnership advancing. Improvements to the War Memorial.

Transport

Funding secured from the Local Sustainable Transport Fund (LSTF) for Choose How You Move 2: Redditch. Worcestershire County Council funding cuts to bus services managed well and impact minimised in Redditch.

2. Performance

2.1 Please detail areas of good performance over the past year

Development Management

Development Management statistics have been consistently high all year and there has been flexibility of staff into the Development Plans Team and to the Bromsgrove Planning Service. This has resulted in efficiencies. There has been a good level of pre-application advice for a range of applications with increasing Member involvement. Enforcement action has been positive and successful when required. More training for Members has been offered this year in conjunction with Bromsgrove Council.

The Local Land Charges Shared Service has been successfully implemented. Bromsgrove Council is the host.

Development Plans

The preparation of the Core Strategy continues with the necessary adaptation of working processes as the new planning system emerges. The information that underpins the emerging plan and the work of the team has resulted in significant and positive input into the Development Management process.

The team continues to deal with a large number of requests for information from the public and hostilities to the emerging plan. There is improved communication links with members of Action Groups (Webheath and Brockhill).

Building Control

The Building Control Shared Service, which includes Wyre Forest District Council as well as Bromsgrove Council, has been successfully implemented. Customer feedback questionnaires continue to show very high levels of satisfaction during the difficult transition period from individual authority to shared service working environments. Bromsgrove (host Authority for Building Control shared service) retained the BSI 9002:2008 accreditation after an annual audit and this is now extended to the area of north Worcestershire. The Building Control shared service expanded the number of local working partnerships following the creation of the shared service which brings financial advantages to the service. 100% of all applications have been determined within the target 5 week date. Over 90% of all applications were determined within 3 weeks.

Economic Development

The Shared Service across North Worcestershire has been successfully implemented and the following are examples of achievements:-

- Organised a Biz Expo in May;
- Organised an MP's Business Question Time event in June;
- Strategic engagement with LEP's;
- Established the Business Leaders' Groups and held three meetings;
- Hosted quarterly FSB networking events at Greenlands Business Centre;
- Carried out a skills survey in partnership with the Worcestershire LEP;
- Launched the New Business Grant;
- Produced new marketing literature;
- Helped to organise a careers fair for young people in years 4, 8 and 10 attended by most schools in Redditch; and
- Organised work experience awards for students who excel in their Year 10 work experience placement.

Town Centre

As a result of the staff flexibility described above, under Development Management, a Planning Officer is now informally engaged full time in a town centre co-ordinator role. This role attempts to bring a co-ordinated approach to issues in this key area of the borough. The town centre co-ordination ranges from high level policy development to dealing with specific sites or events. The following gives a flavour:-

- LSTF Funding Secured for the Town Centre and the Borough;
- Wide representation of stakeholders on the Town Centre Partnership;
- 3 Sub groups established for the TCP with website / action and business plan underway;

- Events delivered: St. Georges Day, Christmas Light Switch on and Carol Concert;
- Successful working relationships with the Police, Kingfisher Centre, St. Stephens Church with regular meeting and joint working where possible;
- Train Station Landscaping, improved lighting and addition of murals to the project in conjunction with Community Safety.

Transport

- £3.5 Million secured from the Local Sustainable Transport Fund for Choose How You Move 2: Redditch. The project will seek to develop a sustainable transport culture in Redditch by moving people from private transport onto more sustainable modes. The project will run for 3 years (2011 - 2014);
- Worcestershire County Council funding cuts to bus services managed well directly by the Portfolio Holder and impact minimised in Redditch.

2.2 Please detail key performance indicators that are of concern

Key Performance Indicators - Areas of Concern			
PI Ref	PI Description	Explanation and / or corrective action	Impact on budget
	Grants to Manufacturers.	This grant scheme was due to be run in conjunction with the Manufacturers Advisory Service but their role nationally has been under-review and the scheme has not been developed.	Underspend c £4,000. Some of this budget has been used to fund new business grants which have been oversubscribed.

3. Revenue Budget

3.1 Explain problem areas - what has been done, what is planned to be done - impact on priorities, key deliverables

Revenue Budget - Areas of Concern			
Budget Code	Description	Explanation and / or corrective action	Impact on performance and priorities
0760	The service is not expected to fully cover costs for Building Control fee earning work however income levels are higher than 2011/2012.	This is essentially due to the recession and will hopefully be addressed under the North Worcestershire Building Control Shared Service. Economic forecast for the construction industry in 2012 remains poor.	No impact upon performance. The creation of a shared service will produce savings as outlined within the approved Shared Service business cases.
0760	Redditch Borough has more unauthorised development than adjoining authorities.	Review of unauthorised work and procedures under the North Worcestershire Building Control Shared Service.	Marketing the service such as writing to applicants of planning applications to raise awareness to avoid unauthorised work and improve income.
0090 4733 P015	Business Start Up Grant.	The existing budget (which was partially matched by WCC) was spent in ca. 3 months.	

4. Capital Budget

4.1 Explain problem areas - what has been done, what is planned to be done - impact on priorities, key deliverables

Revenue Budget - Areas of Concern			
Budget Code	Description	Explanation and / or corrective action	Impact on performance and priorities
		No requirements have been identified currently, however changes in working practices resulting from transformation may lead to capital bids later in the year 2012/13 related to IT.	

5. The Year Ahead

5.1 Please detail the Portfolio Holder's main areas of focus in 2012/13:-

Development Management

- Development Management transformation and possible advances towards shared service;
- More involvement in pre-application discussions, especially on large / strategic sites.

Development Plans

- Amend the Core Strategy to take into account changes at the national level, so that a Local Plan can be progressed;
- Continue to gather information, research and evidence to support the Local Plan;
- Revise development targets for the Borough and express them in the Local Plan;
- Focus on Community Infrastructure Levy work at a Worcestershire level and an Infrastructure Delivery plan aligned with the Local Plan.

Building Control

- Implementation of the first Building Control shared service business plan. This includes the commencement of diversification of the service together with preparation for mobile working and improvements in customer focused methods of working.

Economic Development

- Continuing to develop strategic business engagement;
- Establish and implement a North Worcestershire Economic Development & Regeneration Strategy;
- Town Centre Site concept feasibility(s);

- Establish business case for key investment sites.

Town Centre

- Continue the progress of implementing the Town Centre Strategy key projects particularly Church Road and Edward Street Sites;
- Continue work with the Town Centre Partnership through their action plan and ensure events are continued in the Town Centre.

Transport

- Continued involvement and support for the Choose How You Move 2: Redditch scheme and involvement in citizen led bus issues.

Overview and Scrutiny Recommendations Tracker
Recommendations made directly by the Overview and Scrutiny Committee 2011/12

Date of O&S Committee	Recommendation	Date considered by Executive Committee	Comments on action taken to implement the Committee's recommendations (where required).
24/05/11	<p>Petition: Unicorn Hill – Location of the Taxi Rank</p> <p>Recommended that the petition and an accompanying Officer report be submitted to the Licensing Committee for consideration by that body.</p>	21/06/11	<p>The Overview and Scrutiny Committee's recommendation was APPROVED.</p> <p>The petition was considered at a meeting of the Licensing Committee on 14th July 2011. Following receipt of the petition a consultation exercise had been carried out with relevant agencies, including West Mercia Police, West Mercia Road Traffic Management Police, Redditch Taxi Association and Worcestershire County Council (WCC). The consensus amongst those consulted was that the current location of the taxi rank was the most ideal location to service travellers on that side of the town.</p> <p>The suggestion by the petitioners to move the rank to the station car park was not considered to be viable as the Council has no right of access to Private Land and previous enquiries had resulted in a negative response from the land owners.</p>

			A further attempt was made to present the petition for the consideration of the Overview and Scrutiny Committee in November 2011. However, the petition was not accepted for reconsideration, because it had been determined by the Council as recently as July 2011.
26/07/11	<p>Waste Collection Rates</p> <p>Recommended that the previous best performance indicator BV 84, which measures the total amount of waste collected (kg per head) be incorporated into the quarterly performance monitoring report.</p>	23/08/11	<p>The Overview and Scrutiny Committee's recommendation was APPROVED.</p> <p>The PI started to be monitored in the Council's quarterly monitoring reports from the second quarter of the 2011/12 year.</p>
16/08/11	<p>Private Sector Home Support Service – Post-Scrutiny</p> <p>Recommended that:</p> <ol style="list-style-type: none"> 1) the Home Support Service be extended to all eligible residents of the Borough regardless of tenure; 2) the Council enable this service to be available to those who are not eligible for supporting people funding; and 	21/02/12	<p>The Committee have asked that Officers produce a detailed business case first for the consideration of the Executive Committee before any decision is made about the Committee's recommendation.</p> <p>Report to be considered by the Executive Committee on 21/02/12</p>

	3) arrangements mirror other housing associations and extend the supporting people eligibility to those on Council tax benefit.		
16/08/11	<p>Staff Volunteering Policy</p> <p>Recommended that</p> <p>subject to noting Members' comments as detailed in the preamble above (<i>as set out in relevant minute</i>), the Staff Volunteering Policy be approved.</p>	23/08/11	The recommendation was APPROVED.
27/09/11	<p>External Refurbishment of Housing Stock Short, Sharp Review – Update Report</p> <p>Recommended that:</p> <p>1) based on the costs involved, no further action be taken regarding repainting the pebble dashed facades of properties located on Ombersley Close and Rushock Close;</p> <p>2) no further consultation work be undertaken in respect of the repainting of pebble dashed facades.</p>	15/11/11	The recommendations were APPROVED. No further action was required in relation to these recommendations.

<p>18/10/11</p>	<p>Petition Regarding the War Memorial</p> <p>Recommended that:</p> <ol style="list-style-type: none"> 1) that planters be installed around the war memorial to deter people from sitting on the war memorial; 2) a campaign of education about the war memorial be launched to increase awareness of the purpose of the war memorial; 3) the Executive Committee ask Officers to investigate the possibility of introducing improved signage for the war memorial; 4) the Executive Committee ask Officers to investigate the possibility of introducing seating in the area; 5) the Executive Committee ask Officers to investigate the possibility of installing an extra litter bin in the area. 	<p>15/11/11</p>	<p>The recommendations were APPROVED.</p> <p>Officers have had some plans drawn up for the planters which will go around and replicate the shape of the Memorial. These will cost £710 in materials and will take approximately one week to make. This cost does not include any of the soil/materials/plants that will be required.</p> <p>The electrical box situated opposite the Memorial has been identified as a suitable location for some polite signage requesting that people treat the area with due respect and reverence.</p> <p>Officers have identified that two benches could be placed on the raised area surrounding the Memorial. They can be attached to the wall to make them secure which will require the manufacture of some bespoke brackets. The brackets will cost approximately £140 plus vat. The Council would be able to utilise benches that are currently in storage but they would need to be refurbished. A quotation received for this work is £1,150 plus VAT, however, Officers are awaiting a second quotation.</p> <p>The Portfolio Holder has been kept up to date with what Officers are doing regarding the War memorial.</p>
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<p>18/10/11</p>	<p>Quarterly Meeting of the Leader and Chair of the Overview and Scrutiny Committee</p> <p>Recommended that</p> <p>the quarterly meetings between the Chair of the Overview and Scrutiny Committee and the Leader of the Council be removed as a requirement from the Council's constitution.</p>	<p>15/11/11</p>	<p>The recommendation was APPROVED.</p> <p>This requirement has now been removed from the Council's constitution.</p>
<p>08/11/11</p>	<p>Community Safety Partnership</p> <p>Recommended that</p> <p>Redditch Borough Council does not approve the merger of Redditch Community Safety Partnership (RCSP) with Bromsgrove Community Safety Partnership (BCSP) and Wyre Forest Community safety Partnership (WFCSP) resulting in the creation of a North Worcestershire Community Safety Partnership (NWCSP).</p>	<p>15/11/11</p>	<p>The recommendation was REJECTED.</p>

<p>08/11/11</p>	<p>Gritting and Snow Clearance – Redditch Borough Council’s Approach</p> <p>Recommended that</p> <p>1) the following policy be adopted with regards to gritting and snow clearance:</p> <p>Redditch Borough Council will strive to keep the following areas clear of snow and ice and safe to use:</p> <ul style="list-style-type: none"> a) crematorium and cemeteries to allow funerals to continue; b) Redditch Borough Council staff car parks to ensure that there are suitable parking areas for Council staff who are getting into work to provide essential services; c) key Council sites like the Town Hall and district centres to assist local shops and businesses and enable residents to access services; 	<p>15/11/11</p>	<p>Each of the recommendations were APPROVED.</p> <p>Officers have arranged to present a separate report outlining the response to the Committee’s recommendations as well as the original recommendations from the Gritting Short, Sharp Review Group on 6th March 2012. Further information on the action that has been taken in response to scrutiny proposals will therefore be provided on that date.</p>
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	<p>d) gritting/snow clearance at other areas including Council sheltered accommodation will only be carried out subject to available resources; gritting/snow clearance at Council owned sheltered accommodation will be to allow the home Support Service Access to residents;</p> <p>2) the Council will not provide grit bins on any highway land but may provide grit bins on its own land to enable gritting to take place – e.g. at leisure sites;</p> <p>3) further publicity is undertaken to ensure that residents are aware of how the Council will deal with gritting/snow clearance and what to do when bad weather affects their waste collection service;</p> <p>4) Officers purchase appropriate snow clearance and gritting equipment from within existing budgets; and</p>		
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	<p>5) relevant Officers from Redditch Borough Council arrange a meeting with relevant Officers from Worcestershire County Council in advance of winter 2011/12 to discuss additional issues raised in the Gritting Short, Sharp Review Group's final report and arrangements for gritting and snow clearance in Redditch for the winter.</p>		
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Total Number of recommendations by 1st January 2012: 20

Number of Recommendations APPROVED by the Executive Committee: 16

Number of Recommendations REJECTED by the Executive Committee: 1

Number of recommendations PENDING CONSIDERATION: 3

Actions requested by the Overview and Scrutiny Committee

Date Action Requested	Action to be Taken	Response
29th November 2011 1	The Chair invited two members to attend to attend the next meeting of the Regional Scrutiny Network on 8th March 2012 in Birmingham in his place.	Any Members to express an interest in attending. TO BE DONE
24th January 2012 2	Officers to advise whether, under the new petition scheme, consideration is permitted of the same petition by Council after 12 months have elapsed since the petition was previously considered.	Officers emailed a copy of the new petition scheme to the lead petitioners on 25th January 2012 and provided further clarification about the timeframes for reconsideration of a petition (a petition will only be reconsidered by the Council after 12 months have elapsed since the petition was previously considered). DONE.
24th January 2012 3	Members questioned the exact date when the Olympic torch would be coming to Redditch.	Members were advised by email on 2nd February 2012 about the date when the Olympic torch will be in Redditch. DONE
24th January 2012 4	Officers to report back to the Committee at a later date on the outcomes of transformation and the implications for the recommendations detailed in the final report of the External Refurbishment of Housing Stock Short Sharp Review.	Officers to schedule a date for this update to be presented for the consideration of the Committee. TO BE DONE
24th January 2012 5	Members questioned expenditure levels detailed in the report in relation to the Home Repairs Grant (for over 60s).	Officers to provide further information about expenditure in relation to this item. TO BE DONE

24th January 2012 6	Members questioned the projected variance figures for Audit Services. Officers to provide further information about the projected variance figures for Audit Services for 2011/12, whether this projected variance is likely to be ongoing and why.	Officers to circulate relevant information TO BE DONE
24th January 2012 7	Officers agreed to provide further information clarifying whether all the housing pods remain in use as part of the Housing Trailblazers Scheme.	Officers circulated this information for Members' consideration on 25th January 2012. DONE.

EXECUTIVE COMMITTEE LEADER'S

FORWARD PLAN

1st February 2012 to 31st May 2012

(published as at 16th January 2012)

This Plan gives details of items on which key decisions are likely to be taken in the coming four months by the Borough Council's Executive Committee.

(NB: There may be occasions when the Executive Committee may make recommendations to Council for a final decision.
e.g. to approve a new policy or variation to the approved budget.)

This Plan gives details of items on which key decisions are likely to be taken by the Borough Council's Executive Committee, or full Council, in the coming four months.

“Key Decisions” are ones which are likely to:

- (i) result in the Council incurring expenditure, foregoing income or the making of savings in excess of £50,000 or which are otherwise significant having regard to the Council's budget for the service or function to which the decision relates; or**
- (ii) be significant in terms of its effect on communities living or working in the area comprising two or more wards in the Borough;**
- (iii) involve any proposal to cease to provide a Council service (other than a temporary cessation of service of not more than 6 months).**

The Forward Plan is available for inspection free of charge at the Town Hall, Walter Stranz Square, Redditch, B98 8AH from:

9am to 5pm Mondays to Fridays; or on the Council's website (www.redditchbc.gov.uk).

If you wish, you can see or obtain copies of any documents, detailed in the plan, provided they are not confidential, and be kept informed of any additional supporting documents as they become available. You can also arrange to have copies of additional supporting documents. Please ask the Town Hall receptionist to call one of the Committee Services Team on ext: 3269. There is a charge per side of A4. If you wish to make any representations they should be made in writing addressed to the Officer whose name is given as the contact for the relevant item.

The Executive Committee's meetings are normally held every three weeks at 7pm on Tuesday evenings at the Town Hall. They are open to the public, except when confidential information is being discussed. If you wish to attend for a particular matter, it is advisable to check with the Committee Services Team on (01527) 64252, ext: 3269 to make sure it is going ahead as planned. If you have any other queries, Committee Services Officers will be happy to advise you.

The full Council meets in accordance the Council's Calendar of Meetings. Meetings commence at 7.00pm.

EXECUTIVE COMMITTEE MEMBERSHIP

Councillor Carole Gandy	Leader of the Council and Portfolio Holder for Community Leadership & Partnership
Councillor Michael Braley	Deputy Leader and Portfolio Holder for Corporate Management
Councillor Juliet Brunner	Portfolio Holder for Community Safety & Regulatory Services
Councillor Brandon Clayton	Portfolio Holder for Housing, Local Environment & Health
Councillor J Pearce	Portfolio Holder for Planning, Regeneration, Economic Development & Transport
Councillor Derek Taylor	Portfolio Holder for Leisure & Tourism
Councillor G Chance	
Councillor M Hall	
Councillor Debbie Taylor	

CONSULTATION AND REPRESENTATIONS

For **Key Decisions** the summary document appended to the Forward Plan sets out details of any proposed consultation process. Any person / organisation not listed who would like to be consulted or who wishes to make representations on the proposed decision are encouraged to get in touch with the relevant report author as soon as possible before the proposed date of the decision. Contact details are provided.

Alternatively you may write to the Head of Legal, Equalities and Democratic Services, The Town Hall, Walter Stranz Square, Redditch, B98 8AH or e-mail: denise.sunman@bromsgroveandredditch.gov.uk

Item No.	Decision Taker	Expected Date of Decision	Original Expected Date of Decision	Proposed Decision	Type of Decision (Key or Non-Key)	Lead Councillor/ Portfolio Holder	Comments
1	Executive	31 Jan 2012		HRA Revenue Account	Non-Key	Councillor Michael Braley	
2	Council	20 Feb 2012		Medium Term Financial Plan 2013/14 - 2014/15	Key	Councillor Michael Braley	*Executive Committee will make recommendations to Council following its meeting on 20 Feb 2012
3	Council	20 Feb 2012		Council Tax Setting 2012-13	Key	Councillor Michael Braley	*Executive Committee will make recommendations to Council following its meeting on 20 Feb 2012
4	Executive	21 Feb 2012		Private Sector Home Support Service	Non-Key	Councillor Brandon Clayton	
5	Executive	21 Feb 2012	11 Nov 2010	Street Naming Policy - Review	Key	Councillor Michael Braley	

Item No.	Decision Taker	Expected Date of Decision	Original Expected Date of Decision	Proposed Decision	Type of Decision (Key or Non-Key)	Lead Councillor/ Portfolio Holder	Comments
6	Council	5 Mar 2012	5 Dec 2011	Housing Revenue Account - Outcome of Review	Key	Councillor Brandon Clayton	*Executive Committee will make recommendations to Council following its meeting on 21st February 2012
7	Executive	21 Feb 2012		Localism Act - Pay Policy Statement for Officers	Key	Councillor Michael Braley	
8	Executive	21 Feb 2012		Grants Programme 2012/13	Key	Councillor Carole Gandy	
9	Council	5 Mar 2012		Highway Impact and Accessibility Modelling Report - Worcestershire County Council (Halcrow) - May 2011	Non-Key	Councillor Jinny Pearce	*Executive Committee will make recommendations to Council following its meeting on 21st February 2012
10	Executive	13 Mar 2012		Quarterly Performance Report - Quarter 3 - October to December 2011	Non-Key	Councillor Michael Braley	

Item No.	Decision Taker	Expected Date of Decision	Original Expected Date of Decision	Proposed Decision	Type of Decision (Key or Non-Key)	Lead Councillor/ Portfolio Holder	Comments
11	Executive	13 Mar 2012		Quarterly Budget Monitoring - Quarter 3 - October to December 2011	Non-Key	Councillor Michael Braley	
12	Executive	13 Mar 2012		Quarterly Monitoring of the Benefits Service Improvement Plan - Quarter 3 - October to December 2011	Non-Key	Councillor Michael Braley	
13	Executive	13 Mar 2012		Quarterly Customer Services Monitoring - Quarter 3 - October to December 2011	Non-Key	Councillor Michael Braley	
14	Executive	13 Mar 2012		Quarterly Monitoring - Write Off of Debts - Quarter 3 - October to December 2011	Non-Key	Councillor Michael Braley	
15	Executive	13 Mar 2012		Constitution - Review	Non-Key	Councillor Michael Braley	
16	Executive	13 Mar 2012		Private Sector Housing Enforcement Policy 2012	Non-Key	Councillor Brandon Clayton	

Item No.	Decision Taker	Expected Date of Decision	Original Expected Date of Decision	Proposed Decision	Type of Decision (Key or Non-Key)	Lead Councillor/ Portfolio Holder	Comments
17	Council	16 Apr 2012		Tenancy Strategy 2011	Key	Councillor Brandon Clayton	
18	Council	16 Apr 2012		Worcestershire Strategic Housing Market Assessment 2012	Key	Councillor Brandon Clayton	*Executive Committee will make recommendations to Council following its meeting on 13 March 2012
19	Executive	3 Apr 2012		Local Plan Evidence Base Documents	Key	Councillor Jinny Pearce	
20	Council		17 Oct 2011	Housing Allocations Policy - Review	Key	Councillor Brandon Clayton	*Awaiting new date
21	Council		17 Oct 2011	Roxboro House - Disposal Options	Key	Councillor Brandon Clayton	*Awaiting new date
22	Council		12 Jan 2011	Town Centre Landscape Improvements (including Church Green)	Key	Councillor Brandon Clayton, Councillor Jinny Pearce	*Awaiting new date

KEY DECISION

Proposed to be made by the Executive on **20 Feb 2012**

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Councillor Michael Braley</p>	<p>ITEM</p> <p>Medium Term Financial Plan 2013/14 - 2014/15</p>	<p>WARDS AFFECTED</p> <p>All Wards;</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of the Exec Director of Finance and Resources</p> <p>REPORT AUTHOR</p> <p>J Pickering</p>	<p>SUMMARY</p> <p>To make recommendations on the Capital and Revenue Budgets and on the Council Tax Level for 2012/13.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p>
<p>CONSULTATION DETAILS</p>	<p>Method of Consultation</p>	<p>Consultation Period or Dates</p>

DECISIONS TO BE MADE IN PARTNERSHIP WITH

KEY DECISION

Proposed to be made by the Executive on **20 Feb 2012**

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Councillor Michael Braley</p>	<p>ITEM</p> <p>Council Tax Setting 2012-13</p>	<p>WARDS AFFECTED</p> <p>All Wards;</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of the Head of Finance and Resources</p> <p>REPORT AUTHOR</p> <p>T Kristunas, Head of Finance and Resources</p>	<p>SUMMARY</p> <p>To set the Council Tax for 2011/12.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p>
<p>CONSULTATION DETAILS</p>	<p>Method of Consultation</p>	<p>Consultation Period or Dates</p>

DECISIONS TO BE MADE IN PARTNERSHIP WITH

KEY DECISION

Proposed to be made by the Executive on **21 Feb 2012**

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Councillor Michael Braley</p>	<p>ITEM</p> <p>Street Naming Policy - Review</p>	<p>WARDS AFFECTED</p> <p>All Wards;</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Background Papers: none specified.</p> <p>REPORT AUTHOR</p> <p>D Poole, Head of Business Transformation</p>	<p>SUMMARY</p> <p>To consider a review of the Street Naming Policy.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p>
<p>CONSULTATION DETAILS</p>	<p>Method of Consultation</p>	<p>Consultation Period or Dates</p>

<p>DECISIONS TO BE MADE IN PARTNERSHIP WITH</p>

KEY DECISION

Proposed to be made by the Executive on **21 Feb 2012**

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Councillor Brandon Clayton</p>	<p>ITEM</p> <p>Housing Revenue Account - Outcome of Review</p>	<p>WARDS AFFECTED</p> <p>All Wards;</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of the Head of Housing</p> <p>REPORT AUTHOR</p> <p>L Tompkin Head of Housing and Community Services</p>	<p>SUMMARY</p> <p>To consider the final outcome of the Review of the Housing Revenue Account.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>To seek agreement for the Council's 30 year Business Plan and to agree the financial payment of debt</p>
<p>CONSULTATION DETAILS</p>	<p>Method of Consultation</p>	<p>Consultation Period or Dates</p>
<p>Briefings Attendance at Borough Tenants Forum Letter to tenants</p>	<p>Councillors Borough Tenants Forum Directors and Heads of Service, Redditch Borough Council</p>	<p>October - November 2011</p>

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<p>DECISIONS TO BE MADE IN PARTNERSHIP WITH</p> <p>Not applicable</p>
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NON-KEY DECISION

Proposed to be made by the Executive on **21 Feb 2012**

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Councillor Michael Braley</p>	<p>ITEM</p> <p>Localism Act - Pay Policy Statement for Officers</p>	<p>WARDS AFFECTED</p> <p>(No Specific Ward Relevance);</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of the Executive Director of Finance and Resources</p> <p>REPORT AUTHOR</p> <p>J Pickering</p>	<p>SUMMARY</p> <p>To approve a Pay Policy Statement for Officers as required by the Localism Act 2011.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p>
<p>CONSULTATION DETAILS</p>	<p>Method of Consultation</p>	<p>Consultation Period or Dates</p>

<p>DECISIONS TO BE MADE IN PARTNERSHIP WITH</p>

KEY DECISION

Proposed to be made by the Executive on **21 Feb 2012**

LEAD MEMBER / PORTFOLIO HOLDER Councillor Carole Gandy	ITEM Grants Programme 2012/13	WARDS AFFECTED All Wards;
DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER Report of the Head of Community Services REPORT AUTHOR D Hancox Voluntary Sector Grants Co-ordinator	SUMMARY Redditch Borough Council's 2012/13 Grants Programme Fund is set at £241,000 to support Local, Voluntary and Community Sector organisations. The report seeks final approval of the recommendations for funding made by the Grants Panel.	REASONS FOR BEING ON THE FORWARD PLAN Approval of the Grant Panel's recommended funding allocations.
CONSULTATION DETAILS	Method of Consultation	Consultation Period or Dates
4 meetings of the Grants Panel to assess and score applications to the 2012/13 Grants Programme.		December 2011 - January 2012

DECISIONS TO BE MADE IN PARTNERSHIP WITH

Not applicable

KEY DECISION

Proposed to be made by the Executive on **13 Mar 2012**

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Councillor Brandon Clayton</p>	<p>ITEM</p> <p>Tenancy Strategy 2011</p>	<p>WARDS AFFECTED</p> <p>All Wards;</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of the Head of Community Services</p> <p>REPORT AUTHOR</p> <p>M Bough Housing Policy and Performance Manager</p>	<p>SUMMARY</p> <p>The report will present a Tenancy Strategy which sets out the considerations for individual social landlords to have regard to in their own policies on the granting and re-issuing of tenancies relating to;</p> <ul style="list-style-type: none"> • The kinds of tenancies that they grant; • The circumstances in which they will grant a tenancy of a particular kind; • Where they grant tenancies for a fixed term, the length of the term; • The circumstances in which they will grant a further tenancy on the ending of the existing one. 	<p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>The Council is required by the Localism Act 2011 to implement a Tenancy Strategy</p>

CONSULTATION DETAILS	Method of Consultation	Consultation Period or Dates
Consultation Events	Stakeholders District Councils Registered Local Landlords Adult and Community Services Voluntary and Community Sector	Ongoing since December 2009

DECISIONS TO BE MADE IN PARTNERSHIP WITH

Not applicable

KEY DECISION

Proposed to be made by the Executive **13 Mar 2012**

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Councillor Brandon Clayton</p>	<p>ITEM</p> <p>Worcestershire Strategic Housing Market Assessment 2012</p>	<p>WARDS AFFECTED</p> <p>All Wards;</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of the Head of Community Services</p> <p>REPORT AUTHOR</p> <p>M Bough Housing Policy and Performance Manager</p>	<p>SUMMARY</p> <p>To seek approval to adopt the final report of the Worcestershire Strategic Housing Market Assessment (published by GVA Grimley – January 2012) as the Key Strategic Housing Evidence Base to underpin development of house building targets, housing and planning policy and to support site by site affordable housing negotiations.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>To seek approval to adopt the Worcestershire Strategic Housing Market Assessment 2012</p>

CONSULTATION DETAILS	Method of Consultation	Consultation Period or Dates
<p>Worcestershire Strategic Housing Officers Group (WSHOG) appointed Redditch Borough Council as the Lead Authority to commission a Strategic Housing Market Assessment for the whole of Worcestershire.</p>	<ul style="list-style-type: none"> • Meetings of Commission Group and WSHOG, involving all Councils and contractor (GVA Grimley); • Housing and Planning Officers at all Worcestershire Councils; • Key housing stakeholders at specifically organised events and via e-mail and telephone; • Appropriate agencies and other stakeholders; • Worcestershire County Council Research and Intelligence Team on data collection; • Procurement, Legal and Finance Teams on contractual and procurement matters; • Senior RBC Officers as appropriate. 	<p>October 2012 to January 2012</p>

<p>DECISIONS TO BE MADE IN PARTNERSHIP WITH</p> <p>Not applicable</p>

KEY DECISION

Proposed to be made by the Executive on **3 Apr 2012**

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Councillor Jinny Pearce</p>	<p>ITEM</p> <p>Local Plan Evidence Base Documents</p>	<p>WARDS AFFECTED</p> <p>All Wards;</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of the Head of Planning and Regeneration</p> <p>REPORT AUTHOR</p> <p>E Baker Acting Development Plans Manager</p>	<p>SUMMARY</p> <p>To seek endorsement of additional documents forming part of the Local Plan Evidence Base:</p> <p>Appendix 1: A435 Area of Development Restraint - Review</p> <p>Appendix 2: Strategic Flood Risk Assessment – Level 2</p> <p>Appendix 3: Water Cycle Strategy - Update</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>To seek endorsement of additional documents forming part of the Local Plan Evidence Base</p>
<p>CONSULTATION DETAILS</p>	<p>Method of Consultation</p>	<p>Consultation Period or Dates</p>
<p>Members and Planning Advisory Panel (PAP)</p>	<p>Environment Agency Severn Trent Water Worcestershire County Council – Highways Asset Management Members</p>	<p>Planning Advisory Panel meetings between January and February 2012 Consultation with Severn Trent Water and the Environment Agency throughout 2011 Consultation with County Highways and Assets Management - January and February 2012</p>

DECISIONS TO BE MADE IN PARTNERSHIP WITH

Not applicable

KEY DECISION

Proposed to be made by the Executive (date to be identified)

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Portfolio Holder Housing and Health, Councillor Brandon Clayton</p>	<p>ITEM</p> <p>Housing Allocations Policy - Review</p>	<p>WARDS AFFECTED</p> <p>(No Specific Ward Relevance);</p>
<p>DOCUMENTS TO BE COMSIDERED BY THE DECISION TAKER</p> <p>None.</p> <p>REPORT AUTHOR</p> <p>L Tompkin, Head of Housing</p>	<p>SUMMARY</p> <p>To consider a review of the Housing Allocations Policy.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p>
<p>CONSULTATION DETAILS</p>	<p>Method of Consultation</p>	<p>Consultation Period or Dates</p>

DECISIONS TO BE MADE IN PARTNERSHIP WITH

KEY DECISION

Proposed to be made by the Executive (date to be identified)

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Portfolio Holder Housing and Health, Councillor Brandon Clayton</p>	<p>ITEM</p> <p>Roxboro House - Disposal Options</p>	<p>WARDS AFFECTED</p> <p>(Central Ward);</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of the Head of Housing</p> <p>REPORT AUTHOR</p> <p>Daniel Russell Housing Enabling Officer</p>	<p>SUMMARY</p> <p>To consider the options for disposal of Roxboro House.</p> <p>[The report may contain exempt information as defined in S.100 of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, as they may contain information relating to financial or business affairs. In view of this it is anticipated that discussion of these matters may take place after the exclusion of the public.]</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>Committee decision required</p>

CONSULTATION DETAILS	Method of Consultation	Consultation Period or Dates
	RSL Partners, Property Agents and other Officers.	N/A

<p>DECISIONS TO BE MADE IN PARTNERSHIP WITH</p> <p>N/A</p>
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KEY DECISION

Proposed to be made by the Executive (date to be identified)

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Councillor Brandon Clayton, Councillor Jinny Pearce</p>	<p>ITEM</p> <p>Town Centre Landscape Improvements (including Church Green)</p>	<p>WARDS AFFECTED</p> <p>(Abbey Ward);</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Background Papers: none specified</p> <p>REPORT AUTHOR</p> <p>C Walker, L Hadley Landscape and Countryside Services Manager, Planning Officer</p>	<p>SUMMARY</p> <p>To consider a report detailing proposed options for Town Centre Landscape Improvements (including Church Green).</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p>
<p>CONSULTATION DETAILS</p>	<p>Method of Consultation</p> <p>Relevant Officers.</p>	<p>Consultation Period or Dates</p>

DECISIONS TO BE MADE IN PARTNERSHIP WITH



Executive Committee

31st January 2012

MINUTES

Present:

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

Also Present:

Councillors Andrew Brazier and David Bush and Michael Collins (Vice-Chair, Standards Committee)

Officers:

R Bamford, C Flanagan, J Godwin, A Heighway, T Kristunas, S Morgan, J Pickering, G Revans and L Tompkin

Committee Services Officer:

D Sunman

151. APOLOGIES

An apology for absence was received on behalf of Councillor Derek Taylor.

152. DECLARATIONS OF INTEREST

There were no declarations of interest.

153. LEADER'S ANNOUNCEMENTS

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

- Housing Revenue Account – Outcome of Review
- Street Naming Policy

.....
Chair

She also advised that she had accepted the following Item as Urgent Business:

- Item 10 – Referrals from the Overview and Scrutiny Committee held on 24th January 2012.

(Not meeting the publication deadline)

154. MINUTES

RESOLVED that

the minutes of the meeting of the Executive Committee held on 10th January 2012 be confirmed as a correct record and signed by the Chair.

155. MEDIUM TERM FINANCIAL PLAN 2013/14 - 2014/15

Members considered a report on the Revenue and Capital bids to be included in the Medium Term Financial Plan for 2012/13 – 2014/15 and whether to propose any revisions or additions.

Officers reported that a number of Revenue and Capital bids had been developed for Members consideration. Only those bids that had been rated as “High” had been included for funding within the Medium Term Financial Plan, as detailed in Appendices A and B of the report.

The Committee received a referral from the Overview and Scrutiny Committee requesting that consideration be given to increasing the rating to “High” for an Energy Advisor to be employed jointly by Redditch Borough Council and Bromsgrove District Council.

Members agreed to include a further revenue bid, rated as “High” to fund an extension of the Service 61 bus route from the Redditch Bus Station to the Abbey Stadium for one year at a cost of £3,000. Use of the services would be monitored. Officers agreed to investigate whether ‘Choose How You Move’ funding could be accessed.

RESOLVED that

- 1) the Revenue and Capital bids, attached to the report at Appendices A and B be noted;**
- 2) the Revenue bid for an Energy Advisor to be employed jointly by Redditch Borough Council and Bromsgrove District Council, be supported as a “High” priority;**

Executive Committee

31st January 2012

- 3) a Revenue bid to fund an extension to the Service 61 bus route from Redditch Bus Station to the Abbey Stadium at a cost of £3000 for one year, be added as “High” priority; and
- 4) the current position for 2012/13 – 2014/15, as outlined in paragraph 3.6 of the report, be noted.

156. FEES AND CHARGES 2012/13

The Committee received a report seeking approval of the proposed fees and charges for 2012/13 for the Council’s chargeable services.

Members noted amendments to Appendices 1 and 2, previously circulated.

Officers reported a number of minor amendments to Appendix 7 as follows:

(Page 67)

REDDITCH BOROUGH COUNCIL
Housing Services
Scale of Proposed Charges 1st April 2012

	Current 2011/12 £	Proposed charge from 01/04/12 £
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(VAT outside scope unless otherwise stated)

Service Charges

Three Storey Flats*	6.25	6.40
Woodrow Estate	3.10	3.20
Evesham Mews	5.15	5.30
St David's House	10.60	10.90
Queen's Cottages	4.20	4.40
Replacement Key Fobs (each)	5.50	5.70

* no increase as this charge covers the cost of the service

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	Current 2011/12 £	Proposed charge from 01/04/12 £
Home Support Service		
Full Charge	12.25	14.20 13.22
Protected Charge	3.50	4.00
Lifeline - full charge (48 weeks)	3.46	3.58
Emergency Response Home Support	3.50	3.60

RESOLVED that

the fees and charges for 2012/13 as amended , attached at Appendices 1 - 8 of the report, be approved; other than in cases where:-

- a) **fees or charges are statutory;**
- b) **fees and charges are set externally; or**
- c) **other Council- approved circumstances apply.**

157. HOUSING REVENUE ACCOUNT 2012/13

The Committee received a report which sought approval of the Initial Estimates for the Housing Revenue Account for 2012/13 and the proposed dwelling rents for 2012/13.

RECOMMENDED that

- 1) **the draft 2012/13 Estimates for the Housing Revenue Account, attached to the report at Appendix 1, be approved;**
- 2) **the actual average rent increase for 2012/13 be 7%; and**
- 3) **£2 million be transferred to a reserve as a Revenue Contribution to Capital to fund the future Capital Programme.**

158. ANTI-BRIBERY POLICY AND OFFICERS' CODE OF CONDUCT

Members considered a report which sought approval of a Corporate Anti-Bribery Policy and amended Officer Code of Conduct.

Officers reported that in accordance with the Bribery Act 2010 the Council must comply with the requirement to have an anti-bribery policy, which will also demonstrate that the Council has "adequate procedures" in place to prevent bribery by both Members and Officers. The Act is also required to be incorporated into the Officer Code of Conduct, which has been amended for this purpose and updated generally.

RECOMMENDED that

- 1) **the Corporate Anti-Bribery Policy, attached at Appendix 1 of the report, be adopted and added to the Council's Constitution;**
- 2) **the amended Officer Code of Conduct, attached at Appendix 2 of the report, be adopted; and**
- 3) **the Constitutional pack be updated accordingly.**

159. OVERVIEW AND SCRUTINY COMMITTEE

The Committee received the minutes of the Overview and Scrutiny Committee held on 10th January 2012.

Members were informed that all recommendations had been considered at the meeting of the Executive Committee on 10th January 2012.

RESOLVED that

the minutes be noted.

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

The Committee received a referral from the Overview and Scrutiny Committee regarding a Petition that had been considered at their meeting on 24th January 2012 about provision of Short Stay Parking in the town centre.

RESOLVED that

Officers facilitate a meeting with relevant agencies and stakeholders, including the petitioners, to discuss proposals for short stay car parking in the town centre.

161. ADVISORY PANELS - UPDATE REPORT

The Committee considered the latest Advisory Panels report.

Members noted that there had been further meetings of the Grants Panel since September 2011.

RESOLVED that

the report be noted.

162. ACTION MONITORING

Members considered the Committee's Action Monitoring report. It was noted that the Write-Off of Debts and Quarterly Monitoring of the Benefits Service Improvement Plan could be removed from the report.

RESOLVED that

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

The Meeting commenced at 7.00 pm
and closed at 7.40 pm

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Chair



Overview and Scrutiny

No Direct Ward Relevance

Committee

14th February 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>
OTHER ITEMS - DATE FIXED		
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

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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
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
6th March 2012	Gritting Short, Sharp Review Group – Monitoring Report	Relevant Lead Head(s) of Service
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

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27th March 2012	Overview and Scrutiny Annual Report 2011/12 – Consideration of Draft Report	Councillor Mould
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	Access for Disabled People Task Group – Final Report	Councillor Mason
17th April 2012	Youth Services Provision Task Group – Final Report	Councillor S Chalk
17th April 2012	War Memorial Petition - Monitoring Report	Relevant Lead Head of Service
17th April 2012	Annual Update on the Implementation of the Civil Parking Enforcement Scheme	Relevant Lead Head of Service
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

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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
	Overview and Scrutiny Member Training on Pre-Scrutiny.	Relevant Lead Head of Service
	Worcestershire Supporting People Strategy	Relevant Lead Head of Service

