

# Executive Committee

Tuesday 18th December  
2012  
7.00 pm

Committee Room 2  
Town Hall  
Redditch



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

# Access to Information - Your Rights

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

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**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  
Ivor Westmore  
Committee Support Services**

**Town Hall, Walter Stranz Square, Redditch, B98 8AH  
Tel: 01527 64252 (Extn. 3269) Fax: (01527) 65216  
e.mail: [ivor.westmore@bromsgroveandredditch.gov.uk](mailto:ivor.westmore@bromsgroveandredditch.gov.uk)**

# Welcome to today's meeting.

## Guidance for the Public

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### **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.**



# Executive

18<sup>th</sup> December 2012

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## Committee

Committee Room 2 Town Hall

### Agenda

**Membership:**

Cllrs:	Bill Hartnett (Chair)	Phil Mould
	Greg Chance (Vice-Chair)	Mark Shurmer
	Rebecca Blake	Luke Stephens
	Michael Braley	Debbie Taylor
	Carole Gandy	

<b>1. Apologies</b>	To receive the apologies of any Member who is unable to attend this meeting.
<b>2. Declarations of Interest</b>	To invite Councillors to declare any interests they may have in items on the agenda.
<b>3. Leader's Announcements</b>	<ol style="list-style-type: none"> <li>To give notice of any items for future meetings or for the Forward Plan, including any scheduled for this meeting, but now carried forward or deleted; and</li> <li>any other relevant announcements.</li> </ol> (Oral report)
<b>4. Minutes</b> (Pages 1 - 8) Chief Executive	To confirm as a correct record the minutes of the meeting of the Executive Committee held on 20 <sup>th</sup> November 2012.  (Minutes attached)
<b>5. Medium Term Financial Plan 2013/14 - 2015/16</b>  Exec Director (Finance and Corporate Resources)	To consider an update on the budget position for 2013/14 – 2015/16.  (Oral report)  <b>All Wards;</b>
<b>6. Gambling Act 2005 - Review of Statement of Principles</b>  (Pages 9 - 30)  Head of Worcestershire Regulatory Services	To consider the outcome of the recent consultation exercise undertaken with stakeholders in relation to the 2013 -2016 Statement of Gambling Principles.  (Report attached)  <b>All Wards;</b>

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<p><b>7. Tenancy Strategy and Policy 2012 - 2014</b></p> <p>(Pages 31 - 50)</p> <p>Head of Planning and Regeneration, Head of Environmental Services</p>	<p>To seek approval for a Tenancy Strategy and Policy 2012 – 2014.</p> <p>(Report attached)</p> <p><b>All Wards;</b></p>
<p><b>8. Worcestershire Homelessness Strategy</b></p> <p>(Pages 51 - 56)</p> <p>Head of Community Services</p>	<p>To consider a revised and updated Worcestershire County Homelessness Strategy.</p> <p>(Report attached – appendix available in Party Group rooms or via the Council’s website)</p> <p><b>All Wards;</b></p>
<p><b>9. Kickstart Scheme</b></p> <p>(Pages 57 - 70)</p> <p>Deputy Chief Executive &amp; Executive Director - Leisure, Environmental and Community Services</p>	<p>To consider a report on the imminent winding up of the loan company associated with the Kickstart Scheme and the need for the Council to enter into a legal agreement for the assignment of the loans before the company stops trading.</p> <p>(Report attached)</p> <p><b>All Wards;</b></p>
<p><b>10. Town Centre Landscape Improvements</b></p> <p>(Pages 71 - 74)</p> <p>Head of Planning and Regeneration, Head of Environmental Services</p>	<p>To consider a report detailing proposed options for Town Centre Landscape Improvements (including Church Green).</p> <p>(Report attached – appendix to follow)</p> <p><b>(Abbey Ward);</b></p>
<p><b>11. Street Naming and Numbering - Review of Policy</b></p> <p>(Pages 75 - 110)</p> <p>Head of Business Transformation</p>	<p>To seek approval for a revision to the policy on Street Naming and Numbering in the Borough.</p> <p>(Report attached)</p> <p><b>All Wards;</b></p>
<p><b>12. Policy for Leases of Council Land and Property at a Concessionary Rent</b></p> <p>(Pages 111 - 116)</p> <p>Head of Finance and Resources</p>	<p>To consider a draft policy for the granting of rent relief/concessionary rents to voluntary sector organisations.</p> <p>(Report attached)</p> <p><b>(No Specific Ward Relevance);</b></p>

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<p><b>13. Matchborough East Community Centre Transfer</b></p> <p>(Pages 117 - 126)</p> <p>Head of Leisure and Cultural Services</p>	<p>To consider the transfer of Matchborough East Community Centre to a Community Interest Company.</p> <p>(Report attached)</p> <p><b>(Matchborough Ward);</b></p>
<p><b>14. Quarterly Sickness Monitoring - Quarter 2 - July to September 2012</b></p> <p>(Pages 127 - 136)</p>	<p>To consider a report which provides and update on sickness monitoring.</p> <p>(Report attached)</p> <p><b>(No Direct Ward Relevance);</b></p>
<p><b>15. Overview and Scrutiny Committee</b></p> <p>(Pages 137 - 150)</p> <p>Chief Executive</p>	<p>To receive the minutes of the meeting of the Overview and Scrutiny Committee held on 6th November 2012</p> <p>There are no outstanding recommendations to consider.</p> <p>(Minutes attached)</p>
<p><b>16. Worcestershire Shared Services Joint Committee</b></p> <p>(Pages 151 - 156)</p>	<p>To consider the minutes of the most recent meeting of the Worcestershire Shared Services Joint Committee held on 22<sup>nd</sup> November 2012.</p> <p>(Minutes attached)</p>
<p><b>17. Minutes / Referrals - Overview and Scrutiny Committee, Executive Panels etc.</b></p> <p>Chief Executive</p>	<p>To receive and consider any outstanding minutes or referrals from the Overview and Scrutiny Committee, Executive Panels etc. since the last meeting of the Executive Committee, other than as detailed in the items above.</p>
<p><b>18. Advisory Panels - update report</b></p> <p>(Pages 157 - 160)</p> <p>Chief Executive</p>	<p>To consider, for monitoring / management purposes, an update on the work of the Executive Committee's Advisory Panels and similar bodies, which report via the Executive Committee.</p>
<p><b>19. Action Monitoring</b></p> <p>(Pages 161 - 162)</p> <p>Chief Executive</p>	<p>To consider an update on the actions arising from previous meetings of the Committee.</p>

## 20. Exclusion of the Public

Should it be necessary, in the opinion of the Chief Executive, to consider excluding the public from the meeting in relation to any items of business on the grounds that exempt information is likely to be divulged, it may be necessary to move the following resolution:

**“that, under S.100 I of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, the public be excluded from the meeting for the following matter(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, as amended.”**

These paragraphs are as follows:

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

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

may need to be considered as ‘exempt’.

## 21. Confidential Minutes / Referrals (if any)

To consider confidential matters not dealt with earlier in the evening and not separately listed below (if any).