

# Executive Committee

Tue 12 Feb  
2013  
7.00 pm

Committee Room 2  
Town Hall  
Redditch



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# Access to Information - Your Rights

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Your main rights are set out below:-

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- Automatic right to inspect agenda and public reports at least five days before the date of the meeting.
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- 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:  
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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  
Democratic Services**

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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.

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# Executive

## Committee

Tuesday, 12th February, 2013

7.00 pm

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>1. 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>2. 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 15 <sup>th</sup> January 2013.  (Minutes attached)
<b>5. Redditch Growth Consultation</b> (Pages 9 - 16) R Bamford - Head of Planning and Regeneration	To consider approving for consultation the proposed Redditch Growth Consultation Document, to be carried out between 25th February 2013 and 8th April 2013. The consultation would be held jointly by Redditch Borough Council and Bromsgrove District Council.  (Report attached – Appendices available via the Council's website or in Hard Copy in the Group Rooms)

**All Wards;**

# Executive

Committee

Tuesday, 12th February, 2013

<p><b>6. Draft Borough of Redditch Local Plan no.4</b> (Pages 17 - 22) R Bamford - Head of Planning and Regeneration</p>	<p>To consider approving for consultation the Borough of Redditch Local Plan No.4, to be carried out between 25th February 2013 and 8th April 2013.</p> <p>(Report attached – Appendices available via the Council’s website or in Hard Copy in the Group Rooms)</p> <p><b>All Wards;</b></p>
<p><b>7. Medium Term Financial Plan 2013/14 - 2015/16</b> (Pages 23 - 30) T Kristunas, Head of Finance and Resources</p>	<p>To consider the enclosed report which sets out the current position with the Revenue budget for 2013/14 to 2015/16.</p> <p>(Report attached)</p> <p><b>All Wards;</b></p>
<p><b>8. Housing Revenue Account - 2013-14 - Rent Setting</b> (Pages 31 - 38) Head of Finance and Resources</p>	<p>To consider the Initial Estimates for the Housing Revenue Account for 2013/14 and the proposed dwelling rents for 2013/14.</p> <p>(Report attached)</p> <p><b>All Wards;</b></p>
<p><b>9. Fees and Charges 2013/14</b> (Pages 39 - 74) Head of Finance and Resources</p>	<p>To consider the proposed fees and charges for 2013/14 for the Council’s chargeable services.</p> <p>(Report attached)</p> <p><b>All Wards;</b></p>
<p><b>10. Disposal of Hewell Road Swimming Baths and Adjacent Play Area for Affordable Housing</b> (Pages 75 - 88) Deputy Chief Executive &amp; Executive Director - Leisure, Environmental and Community Services</p>	<p>To consider a proposal for the disposal of Hewell Road swimming baths and adjacent play area (appendix 1) for the development of affordable housing.</p> <p>(Appendix 3 to this report contains exempt information as defined in Paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972, as amended. For this reason it has been circulated to Members and relevant Officers only.)</p> <p>(Report attached)</p> <p><b>(Batchley &amp; Brockhill Ward);</b></p>
<p><b>11. Nomination of an Asset of Community Value</b> (Pages 89 - 92)</p>	<p>To consider a request to list the Redditch Youth House as an Asset of Community Value.</p> <p>(Report attached)</p>

# Executive

Committee

Tuesday, 12th February, 2013

Head of Planning and Regeneration	<b>All Wards;</b>
<b>12. Quarterly Monitoring - Write Off of Debts - Quarter 3 - October to December 2012</b>  (Pages 93 - 100)  Head of Finance and Resources	To consider the action taken by Officers with respect to the write off of debts during the third quarter of 2012/13 and to note the profile of outstanding debt.  (Report attached)  <b>(No Direct Ward Relevance);</b>
<b>13. Report of the Independent Remuneration Panel - Recommendations for Members' Allowances for 2013-14</b>  (Pages 101 - 116)	To consider the Annual Report and recommendations of the Independent Remuneration Panel for Worcestershire District Councils for 2013-14.  (Report attached)  <b>All Wards;</b>
<b>14. Overview and Scrutiny Committee</b>  (Pages 117 - 130)  Chief Executive	To receive the minutes of the meeting of the Overview and Scrutiny Committee held on 8 <sup>th</sup> January 2013.  There are no recommendations to consider.  (Minutes attached)
<b>15. Minutes / Referrals - Overview and Scrutiny Committee, Executive Panels etc.</b>  Chief Executive	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.
<b>16. Advisory Panels - update report</b>  (Pages 131 - 134)  Chief Executive	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.  (Report attached)
<b>17. Action Monitoring</b>  (Pages 135 - 136)	To consider an update on the actions arising from previous meetings of the Committee.

# Executive

Committee

Tuesday, 12th February, 2013

Chief Executive

(Report attached)

## 18. 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’.

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

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





## Executive Committee

15<sup>th</sup> January 2013

### MINUTES

#### Present:

Councillor Bill Hartnett (Chair), Councillor Greg Chance (Vice-Chair) and Councillors Rebecca Blake, Michael Braley, Carole Gandy, Phil Mould, Mark Shurmer, Luke Stephens and Debbie Taylor

#### Also Present:

Councillors Joe Baker, Roger Bennett, Andrew Brazier, Juliet Brunner, Michael Chalk, Simon Chalk, Brandon Clayton, John Fisher, Andrew Fry, Adam Griffin, Pattie Hill, Roger Hill, Gay Hopkins, Wanda King, Alan Mason, Brenda Quinney, Yvonne Smith and Pat Witherspoon

#### Officers:

A Darroch, K Dicks, C Felton, S Hanley, S Jones, J Pickering and J Willis

#### Committee Services Officer:

I Westmore

#### 126. APOLOGIES

There were no apologies for absence.

#### 127. DECLARATIONS OF INTEREST

There were no declarations of interest.

#### 128. LEADER'S ANNOUNCEMENTS

The Leader advised that the following item of business, scheduled on the Executive Committee Work Programme to be considered at this evening's meeting, had been rescheduled to a later meeting of the Committee:

- Home Energy Conservation Act.

.....  
Chair

**129. MINUTES****RESOLVED that**

**the minutes of the meeting of the Executive Committee meeting held on 18<sup>th</sup> December 2012 be confirmed as a correct record and signed by the Chair.**

**130. MEDIUM TERM FINANCIAL PLAN 2013/14 - 2015/16**

Officers provided the Committee with a presentation detailing the anticipated financial pressures facing the authority over the coming three year period. It was demonstrated that the level of financial support from central Government was falling quite dramatically and, as a result, the Council had to deal with anticipated budget shortfalls over the next three years.

Members were informed that the current financial predictions were based upon there being no revenue bids from services over the next three years, no increase in Council Tax and anticipated reductions in Formula Grant during this period. The shortfall for the current year was anticipated to be £350,000 - £400,000.

Savings were being made through service transformation and staff were being encouraged to share any ideas they had for saving money with management. Staff had also been invited to apply for voluntary redundancy in a bid to avoid making staff compulsorily redundant.

Members expressed their disappointment at the poor grant settlement received by the Borough, given the efforts that had been made in recent years to push down costs through measures such as the sharing of services. It was recommended that the Leader write to the Department for Communities and Local Government to complain at the level of grant settlement.

**RESOLVED that**

- 1) the presentation of the Executive Director of Finance and Corporate Resources on the Medium Term Financial Plan be noted and Officers be tasked to continue to try to identify savings through systems thinking and the transformation programme in order to protect front line services and balance the budget; and**

**RECOMMENDED**

- 2) the Leader writes to DCLG in the strongest possible terms in response to the Finance Settlement as the**

**Borough Council has received the worst settlement in the County and given that it had already been innovative in its approach to shared services and systems thinking.**

### **131. COUNCIL TAX SUPPORT SCHEME**

Members received a report which set out proposals for administering a local replacement for the existing national Council Tax Benefit scheme. The Council was expected to be facing a shortfall as a result of these changes of around £90,000 which would have to be met from savings.

Proposals had been developed through joint working between billing authorities in Worcestershire, with the exception of Wyre Forest District Council, and in consultation with the major precepting authorities. Consensus had been reached countywide that the billing authorities would only look to gain 50% of the shortfall back through local replacement schemes. The greatest overall loss of revenue would be suffered by the County Council.

A consultation exercise had been undertaken on draft proposals but very few responses had been received. The changes that were proposed comprised changes to Council Tax exemption, whilst the Council needed to be mindful of a duty to protect vulnerable groups from adverse impacts as a result of such changes.

Officers undertook to provide all members of the Executive Committee with the details of the one consultation response received.

#### **RESOLVED that**

- 1) there will not be a replacement scheme for Council Tax Benefit from April 2013; and**
- 2) the financial impacts and the requirement for a more fundamental review of local Council Tax support from 2014/15 be noted; and**

#### **RECOMMENDED that**

- 3) the exemption scheme be amended to limit discount in respect of short term empty property Class C to 50%; and**
- 4) the discount on second homes be removed.**

## 132. COUNCIL TAX AND NON-DOMESTIC RATES (NDR) BASE 2013/14

The Committee considered a report that would enable it to recommend the level for the Council Tax Base for 2013/14 and the NNDR1.

Officers explained the impact of the Council Tax Support Scheme on the Council Tax Base, noting that the Base had dropped by a significant amount as a result. However, the shortfall that would result was expected to be offset by a grant for the financial year allocated for this reason.

Members were also asked to approve the NNDR1, a new requirement of the Local Government Finance Bill 2012. It was noted that there were potential financial benefits that could accrue to the Council through the changes to the collection of NNDR. However, members' attention was drawn to the fact that Redditch was a tariff authority and would henceforward be subsidising other local authorities whose NNDR base was not sufficient to meet local needs.

Members discussed the connection between the NNDR and the pooling arrangements with Local Enterprise Partnerships. The view was expressed by Officers that the decision to be part of the Greater Birmingham and Solihull LEP Pool still appeared to be of the greatest potential benefit to the Council.

### **RECOMMENDED that**

- 1) **the calculation of the Council's Tax Base for the whole and parts of the area for 2013/14, as detailed in the Appendices to the report, be approved;**
- 2) **in accordance with the Local Authorities (Calculation of Tax Base) Regulations 1992, the figures calculated by the Redditch Borough Council as its tax base for the whole area for the year 2013/14 be 23,787.62 and for the parts of the area listed below be:**

<b>Parish of Feckenham</b>	<b>362.08</b>
<b>Rest of Redditch</b>	<b><u>23,425.54</u></b>
	<b><u>23,787.62</u></b>

- 3) **the Calculation of the NNDR1 as detailed in Appendix B to this report be approved.**

**133. COMMUNITY CARE GRANTS AND CRISIS LOANS**

The Committee was asked to take an 'in principle' decision to localise the administration of Community Care Grants and Crisis loans following the replacement of the discretionary Social Fund with local assistance schemes. The Social Fund was administered by the Department of Work and Pensions but, as a result of recent legislation, this fund had been abolished and a non-ringfenced grant was to be paid to upper-tier authorities, such as the County Council.

It was proposed that the Borough request delegation from the County Council for the provision of this service as it was considered that local knowledge would lead to more effective use of this funding and it was anticipated that the County would have no interest in administering this service itself. Members were reassured that all Worcestershire Districts were keen to take on this responsibility because of the potential benefit for local residents that could result.

Members were keen that such grants and loans be provided quickly and efficiently given their nature and Officers were also asked to ensure that staff safety be given adequate priority as some people seeking these loans could be in desperate situations. Officers were also keen to highlight the link between the benefits of the administration of these loans and recent Joined Up Working that had been undertaken in Winyates.

**RECOMMENDED that**

- 1) **the request for delegation of this scheme from the County Council to the District be approved; and**

**RESOLVED that**

- 2) **Officers develop a detailed scheme for individuals to access the scheme and that this be reported to be Members in March; and**
- 3) **Officers report to Members the level of funding available once the final allocation is made available.**

**134. JOINT WORKING AGREEMENT WITH WORCESTERSHIRE  
TELECARE**

Officers reported that the County Council would shortly be retendering for Call Alarm provision through the Supporting People Programme. Under the new contract the County intended to contract with one Telecare provider that could deliver services across the whole of the County.

At the present time there were three providers within the County, Redditch Borough Council, Bromsgrove District Council and Worcestershire Telecare, hosted by Wyre Forest Community Housing Trust. It was proposed that a joint tender be submitted between Redditch Borough Council, which provided the service across Redditch and Bromsgrove, and Worcestershire Telecare. The major perceived risk identified by officers in pursuing this course of action was uncertainty over future levels of Supporting People funding.

Members were aware that the Lifeline service was a very popular and successful service provided to local residents and reassurances were sought that the Redditch monitoring station might be maintained.

**RESOLVED that**

- 1) the Council, through its shared service with Redditch and Bromsgrove, should enter a joint working agreement with Worcestershire Telecare and an equipment provider partner if required in order to bid for a contract with Worcestershire County Council for the provision of Telecare Services across Worcestershire;**
- 2) if successful to enter into an agreement with Worcestershire Telecare and an equipment provider if required, one of which will take the lead role in the arrangement;**
- 3) authority to be delegated to the Acting Head of Community Services and to the Head of Legal, Equalities and Democratic Services to finalise the terms of the above agreement and enter into them; and**
- 4) authority be delegated to the Head of Legal, Equalities and Democratic Services to make any consequential changes to the Scheme of Delegation to Officers.**

**135. OVERVIEW AND SCRUTINY COMMITTEE**

The Committee received the minutes of the meeting of the Overview and Scrutiny Committee held on 11<sup>th</sup> December 2012.

A Member expressed some concern at the inability of Members to properly appreciate the meaning of the recommendations on the Concessionary Rents item at the previous meeting of the Executive Committee and requested that those presenting reports fully understand the proposals being brought forward. A slight

inaccuracy in English usage was also noted at one point on the same item.

**RESOLVED that**

**the minutes of the meeting of the Overview and Scrutiny Committee held on 11<sup>th</sup> December 2012 be noted.**

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

There were no minutes or referrals to consider under this item.

**137. ADVISORY PANELS - UPDATE REPORT**

The Committee received the most recent report on the activity of the Council's Advisory Panels and similar bodies.

The Chair of the Economic Advisory Panel invited all members of the Council to attend meetings of his Panel henceforward, in addition to the standing membership.

The Vice-Chair of the Member Support Steering group informed the Committee that the forthcoming meeting on 18<sup>th</sup> January had been postponed and would now be held on 15<sup>th</sup> February.

**RESOLVED that**

**the report be noted.**

**138. ACTION MONITORING**

The Committee received the latest Action Monitoring report.

**RESOLVED that**

**the report be noted.**

**139. SERVICE REVIEW FOR PRINT, DESIGN AND COMMUNICATIONS**

The Committee received a service review which was the result of the print and design team going through the Business Transformation process. The current structures and recent changes were outlined by officers. The proposed structure, which would result in a reduction of two posts and savings of around £70,000, was reported to more accurately reflect the amount and level of each of the services needed to fulfil customer demand in a rapidly changing context.

It was suggested that the service might consider the use of internships or apprenticeships rather than trainees to fill the lower graded post in the proposed structure, a suggestion that was taken on board by Officers. In response to a query over the maintenance of the website, it was explained that this was currently undertaken by the individual services, although there was an increasing need for Communications staff to focus on the use of social media.

It was noted at the outset that the majority of this report, aside from those sections of the appendices which identified individual Officers of the Council, could be considered in open session as discussions had now taken place with the staff concerned and they were aware of the proposals.

**RESOLVED that**

- 1) **the content of the Print, Design and Communications Service Review attached at Appendix 1 to the report be noted; and**

**RECOMMENDED that**

- 2) **the proposals arising from the Service Review be approved for implementation.**

The Meeting commenced at 7.00 pm  
and closed at 8.28 pm

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Chair



**EXECUTIVE  
COMMITTEE**

12th February 2013

**REDDITCH GROWTH CONSULTATION**

Relevant Portfolio Holder	Councillor Greg Chance, Planning, Regeneration, Economic Development & Transport
Portfolio Holder Consulted	Yes
Relevant Head of Service	Ruth Bamford, Head of Planning & Regeneration
Ward(s) Affected	All Wards
Ward Councillor(s) Consulted	Yes
Key Decision / Non-Key Decision	Non Key Decision

**1. SUMMARY OF PROPOSALS**

- 1.1 This report seeks approval for consultation to be carried out between 25th February 2013 and 8th April 2013 on proposed Redditch Growth. The consultation would be held jointly by Redditch Borough Council and Bromsgrove District Council.
- 1.2 The Housing Growth consultation Leaflet (Appendix 1) presents the two Council's chosen option for growth areas adjacent to Redditch Borough but within Bromsgrove District, to meet the objectively assessed development needs of Redditch until 2030.
- 1.3 In a separate report, Redditch Borough Council seeks approval for consultation on draft Local Plan No.4 concurrently with this cross boundary growth consultation.

**2. RECOMMENDATIONS**

**The Committee is asked to RECOMMEND that**

**the consultation document, Redditch Growth Consultation (Appendix 1) and the supporting background evidence report (Appendix 2) and the accompanying Sustainability Appraisal (Appendix 3) be approved for public consultation jointly between 25th February 2013 and 8th April 2013.**

**3. KEY ISSUES**

**Financial Implications**

- 3.1 The final stage costs of preparing and taking through examination the Redditch Local Plan No.4 which will include cross boundary housing policies will be partly met through reserve budgets and salary savings for 2013/14 and will be partly subject to separate budget bids for

**EXECUTIVE  
COMMITTEE****12th February 2013**

2014/2015; however costs associated with consultation processes can be covered by existing Development Plans budgets.

**Legal Implications**

- 3.2 The Local Plan has been prepared under the provisions of the Planning and Compulsory Purchase Act 2004 and the Town & Country Planning Act 2004 (as amended 2008). The preparation work has also included a combined Sustainability Appraisal and Strategic Environmental Assessment (SA/SEA) to consider the environmental, social and economic impact of the Plans Vision, Objectives and Policies or the growth options. These assessments consider whether the chosen option is sustainable and where any potential impacts are identified, how or if they can be mitigated against. A separate SA for the cross boundary growth work is attached as Appendix 3.
- 3.3 This housing growth consultation is essential for the two Councils to be able to progress their Local and District Plans. The 'Duty to Co-operate' is a legal obligation, introduced by the Localism Act (2011) which requires local authorities to co-operate with each other in relation to planning for sustainable development, in particular the preparation of development plan documents relating to a strategic matter.

**Service / Operational Implications**

- 3.4 The NPPF requires that Councils use their evidence base to ensure that their Local Plan meets the full, objectively assessed needs for market and affordable housing. That need for Redditch's growth has been established through the Strategic Housing Market Assessment Main Report and Strategic Housing Market Assessment Redditch Overview.
- 3.5 The SHMA was prepared to assess Worcestershire housing need for the six separate authorities. This SHMA suggested that Redditch should provide for between 5,120 and 8,620 dwellings. It also suggested that further work be undertaken to provide specific requirements. This work was completed and it suggested that the housing requirement for Redditch to 2030 is 6,380 dwellings.
- 3.6 Each Local Authority is required to produce a document which sets out land that is available for housing called the Strategic Housing Land Availability Assessment (SHLAA). Within Redditch the SHLAA demonstrates that there is capacity to accommodate around 3,000 dwellings within Redditch's own boundaries. This leaves 3,400 dwellings to be found cross boundary. The SHLAA also sets out when it is likely that these sites will come forward for development. Based on information received from developers and landowners it is likely that

**EXECUTIVE  
COMMITTEE****12th February 2013**

some of these sites are not capable of coming forward for development immediately and therefore cannot contribute to the five year supply of housing land.

- 3.7 A five-year housing land supply is required by each local authority to demonstrate they can deliver housing within their area. Based on the housing requirement being 6,380 (as proposed by the SHMA) Redditch cannot demonstrate a five year housing land supply using land within its own boundaries only. Therefore land is needed within Bromsgrove to ensure Redditch can deliver housing immediately. In order to ensure that developments do not occur in unsustainable and inappropriate locations both authorities need to identify areas in Bromsgrove to accommodate the cross-boundary housing requirements in the most appropriate and sustainable locations.
- 3.8 Officers are seeking to implement housing delivery within Redditch Borough on sites which don't currently contribute towards the five year housing land supply. The focus on maximising delivery of housing within Redditch Boundaries is a consistent approach and will continue to be recommended.
- 3.9 The West Midlands Regional Spatial Strategy (RSS) Panel Report was released in 2009 and set out clearly that Redditch Borough does not have sufficient development land within its boundary to meet locally generated needs. The report proposed a housing requirement of 7,000 dwellings to meet Redditch need and concluded that provision should be made in Redditch to accommodate 4,000 dwellings. Thus, 3,000 dwellings should be accommodated in Bromsgrove District. The Report supported the notion to retain flexibility as to where the provision should be made on the edge of Redditch, to be locally determined through the authorities working together. There has been an indication that the RSS will be revoked (as detailed in the Localism Act) however at present the RSS is still a material planning consideration where preparing Local Plans. In anticipation of the RSS being revoked Redditch and Bromsgrove (along with other Worcestershire Districts) commissioned the SHMA as the local evidence to determine the appropriate level of housing for the authorities.
- 3.10 Appendix 2 was completed in house by Officers of both Bromsgrove and Redditch. This report follows consultation in 2010 on Redditch growth between the two Councils, where broad location options for potential growth were identified. Since then no preferred area for growth has been selected until now. The document was required to be able to identify the most sustainable growth location(s) with more detailed evidence than the Councils have previously had.

**EXECUTIVE  
COMMITTEE****12th February 2013**

- 3.11 Early in the production of the document, the Council's reviewed any relevant policy documentation, then agreed on some common strategic objectives which are consistent with the two Council's emerging Plan's objectives. Then a set of assessment principles were developed to drive the assessment process as a means of evaluating all the areas for growth. A number of site visits were undertaken throughout the assessment process.
- 3.12 The broad appraisal stage set about appraising the issues with twenty of the potential areas around Redditch against the assessment principles. Areas were either discounted or taken forward (to focussed appraisal) for further assessment and this process is clearly documented in Chapter 5.
- 3.13 Five areas were taken forward for focussed site appraisal stage the outcome are that area 4 at Foxlydiate and area 6 at Brockhill East were determined at this stage to be the most suitable option..
- 3.14 The background report explains in detail the process employed to assess each area's performance against assessment criteria. In order to reach the recommendation on the preferred areas all the planning issues must be considered in order to reach a conclusion. All of the areas are within the Green Belt and all of the areas have constraints and strengths. The choice that has to be made therefore is on the basis of the areas which most sustainably deliver the required amount of development and associated infrastructure with the least negative impacts. It must be stressed that the proposal has been selected on the basis of information that is currently available and this may alter as a result of the consultation process or as new evidence emerges.
- 3.15 As can be seen from the conclusions for each particular area in the focussed site appraisal stage it is apparent that some areas perform better than others when tested against the varied assessment criteria. Clearly there are competing issues which are more difficult to resolve for some sites than for others. Some selected examples of issues are discussed below although it must be stressed that these alone do not demonstrate why a site has or hasn't been considered suitable.
- 3.16 The development of area 4 (site 1 on the consultation leaflet) has the advantage of improving facilities and services in the wider Webheath area. Whilst lying furthest from the Town centre of all the areas it offers the opportunity to extend existing bus services and by the provision of facilities on site has the potential to reduce the need to travel. Whilst it does not have overall strong defensible Green Belt boundaries on all sides the effects of sprawl, coalescence and encroachment can be mitigated more successfully than some other site options.

**EXECUTIVE  
COMMITTEE****12th February 2013**

- 3.17 It could be argued that areas 4 and 5 perform best in transport terms as their development is likely to have the added benefit of contributing towards the regeneration of both Town Centres. However this must be weighed against the potential negative impact on the setting of Hewell Grange grade II\* listed registered historic park and garden (in relation to area 5 only) which is difficult to mitigate. Furthermore in terms of public transport it would be possible to improve/extend existing public transport services serving areas 4 and 5 whereas area 8 would need new bespoke public transport service which is likely to be very costly and undesirable for bus operators to run until development is completed many years in the future.
- 3.18 Area 6 (Site 2 in the consultation leaflet) has the potential to integrate well into the existing urban fabric of Redditch. It has the easiest access of all the area to the Town centre and the facilities offered there including a range of retail services and the train/bus station providing access to the wider area. It is well served by existing bus routes and has employment close by. The impact on the highway network is more likely to lead to an even distribution throughout the strategic and local road networks. A strong defensible Green Belt boundary is attainable. There are no SSSI's or SWS's on this site and the impact on trees and woodland would be minimal. Whilst the site lies in an area of high landscape sensitivity it is considered that by avoidance of development on high slopes new housing can be contained within the topography.
- 3.19 All areas are of high landscape sensitivity apart from area 8 which has medium sensitivity. However as area 8 is an exposed site with no natural or physical boundaries which allow for containment, this exposed location further creates difficulties with integration into the existing built form of Redditch. It is considered development here could represent more of a visual intrusion, and the creation of an unsustainable isolated community on the periphery of the town. It is also considered development at area 8 would further exacerbate the unsustainable north /south commuting patterns between Redditch and Birmingham.
- 3.20 There are clearly some areas which have obviously less constraints than others for instance area 6. However the estimated capacity of area 6 alone (672 dwellings) is insufficient to meet the level of new development required. As a result it is considered that area 4 would also be required. This area has an estimated capacity of 2830 dwellings which in total would give an overall development capacity of around 3502 dwellings under this proposal.

**EXECUTIVE  
COMMITTEE**

12th February 2013

**Customer / Equalities and Diversity Implications**

- 3.21 To engage with customers effectively a number of consultation events have been organised including 5 full day drop in sessions, including events in a vacant Kingfisher Shopping Centre unit, Foxlydiate Arms public house and Alvechurch Village Hall, it is also hoped to send a leaflet advertising the consultation alongside March's Council Tax letters in both Local Authority areas.

**4. RISK MANAGEMENT**

- 4.1 In accordance with both authorities previously approved Local Development Schemes the next stage of the Local/District Plan, subject to amendments following consultation, is Pre-Submission Local/District Plan due August 2013. Following that, the Local/District Plan will be submitted to the Planning Inspectorate for Examination due November/December 2013. Thereafter, a formal Examination in Public will be held, and possibly joint hearing sessions for Redditch growth. If the Local/District Plan is found sound by the Planning Inspector, the Plans can be adopted by the two Councils.
- 4.2 There is a risk that the plans of the neighbouring authorities such as Birmingham or Stratford on Avon District are not found sound at examination for a variety of reasons. This could risk the soundness of the Redditch Local Plan or the Bromsgrove District Plan. Also neighbouring authorities could object to any of the proposals within Redditch or Bromsgrove which could cause delay or issues of compliance with the duty to cooperate.
- 4.3 Similarly there is a risk that the Redditch or Bromsgrove Plans are found to be unsound at Examination-in-Public. This can be mitigated against to some extent by ensuring that Council's case is clearly articulated through the public consultation stages, and that evidence supports the proposals.
- 4.4 There is always a risk that residents, stakeholders and/or developers will not support the consultation or the findings of the housing growth consultation. This can be mitigated against to some extent by ensuring adequate explanation and justification for the proposals are provided at the public consultation stage and in the response report following consultation.

**5. APPENDICES**

- Appendix 1 - Housing growth consultation document  
Appendix 2 - Housing growth consultation background report  
Appendix 3 - Housing growth consultation draft Sustainability Appraisal

**EXECUTIVE  
COMMITTEE**

12th February 2013

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6. **BACKGROUND PAPERS**

All supporting technical evidence will be available on a specific website at [www.bromsgroveandredditchplanning.co.uk](http://www.bromsgroveandredditchplanning.co.uk)

**AUTHOR OF REPORT**

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**EXECUTIVE  
COMMITTEE**

12th February 2013

**DRAFT BOROUGH OF REDDITCH LOCAL PLAN NO.4**

Relevant Portfolio Holder	Cllr Greg Chance, Planning, Regeneration, Economic Development & Transport
Portfolio Holder Consulted	Yes
Relevant Head of Service	Ruth Bamford, Head of Planning & Regeneration
Ward(s) Affected	All Wards
Ward Councillor(s) Consulted	Yes
Key Decision / Non-Key Decision	Non Key Decision

**1. SUMMARY OF PROPOSALS**

- 1.1 This report seeks approval for consultation to be carried out between 25th February 2013 and 8th April 2013 on the Borough of Redditch Local Plan No.4.
- 1.2 The Local Plan is required to establish proposed levels of growth for the Borough particularly in relation to numbers of new dwellings and the amount of new land for employment purposes up until 2030. The Plan should identify broad locations for delivering housing and other development such as employment, retail, leisure, community facilities and its infrastructure.

**2. RECOMMENDATIONS**

- 2.1 **The Committee is asked to RECOMMEND that**

**Draft Borough of Redditch Local Plan No.4 (Appendix 1) and the accompanying Sustainability Appraisal (Appendix 2) are approved for public consultation between 25th February 2013 and 8th April 2013.**

**3. KEY ISSUES**

**Financial Implications**

- 3.1 The likely costs of the final stages of the Borough of Redditch Local Plan No.4 through examination will be partly met through reserve budgets and salary savings for 2013/14 and will be partly subject to separate budget bids for 2014/2015; however costs associated with consultation processes can be covered by existing Development Plans budgets.

**EXECUTIVE  
COMMITTEE**

12th February 2013

**Legal Implications**

- 3.2 The Local Plan has been prepared under the provisions of the Planning and Compulsory Purchase Act 2004 and the Town & Country Planning Act 2004 (as amended 2008). The preparation work has also included a combined Sustainability Appraisal and Strategic Environmental Assessment (SA/SEA) to consider the environmental, social and economic impact of the Plan's vision, objectives and policies. These assessments consider whether the preferred option is sustainable and where any potential impacts are identified, how or if they can be mitigated against. This SA is attached as Appendix 2.
- 3.3 The Planning and Compulsory Purchase Act 2004 first introduced the requirement for Local Planning Authorities to produce Local Development Framework. Additional guidance was issued in PPS12 Local Development Frameworks. This was then superseded in 2008 by PPS12: Local Spatial Planning. The National Planning Policy Framework (NPPF) now supersedes all of the previous guidance. The NPPF requires that proposed development should be assessed against its degree of conflict with the Local Plan. With numerous planning applications coming forward, it is therefore highly desirable that Local Planning Authorities should have an up-to-date plan in place as soon as possible.

**Service / Operational Implications**

- 3.4 Further consultation on Redditch Cross Boundary growth is required, and it is suggested that this is undertaken alongside the draft Borough of Redditch Local Plan No.4. The consultation on Redditch Cross Boundary Growth is subject to a separate report.
- 3.5 The draft Borough of Redditch Local Plan No.4 proposes a mixture of existing policies carried forward from the Revised Preferred Draft Core Strategy (January 2011) and some new policies up until 2030 rather than the previous end date of 2026. The end date has extended because the adoption date of the Local Plan is later than envisaged and the Plan is required to have a shelf life of at least 15 years from adoption.
- 3.6 The draft Core Strategy required the efficient use of available development sites within Redditch. The Borough of Redditch Local Plan continues to propose that same strategy. However it is not reasonable to propose the release land outside of Redditch on Green Belt land before all sites available for development that are sustainable are identified within the Borough. This led officers to gain an understanding of the delivery restrictions on some of the difficult sites like the A435 corridor, Webheath and the land to the rear of the fire

**EXECUTIVE  
COMMITTEE****12th February 2013**

station in a bid to make sure that Green Belt land releases are kept to the absolute minimum.

- 3.7 The Revised Preferred Draft Core Strategy did not fully consider the housing requirements issue for Redditch. It proposed that 3200 houses should be provided and following more clarity on the correct mechanisms to deal with the Redditch Cross Boundary Growth issue, further consultation on the cross boundary requirements could take place. Draft Borough of Redditch Local Plan No.4 is now able to propose that the Borough's total housing requirements are 6,380 dwellings, and that around 3000 of those are within Redditch Borough. This means that 3400 dwellings are required cross boundary and the details of its recommended locations are subject to a separate report and consultation.
- 3.8 The Draft Borough of Redditch Local Plan proposes a requirement for 55 Hectares of employment land. To meet these requirements, there are sites within Redditch Borough that are available for redevelopment, and also some new sites. There is a constrained supply of sufficient sites within Redditch; therefore sites at the Redditch Eastern Gateway including land within both Bromsgrove and Stratford on Avon Districts are required.
- 3.9 The quantum of development proposed in both the draft Borough of Redditch Local Plan No.4 and the Redditch Cross Boundary Growth consultation provides Redditch and the surrounding areas an opportunity to deliver much needed development and will help to improve the economic prospects of Redditch and the surrounding areas such as Studley. The requirements for housing and employment are based on robust evidence and this sends a message that Redditch is open for business.
- 3.10 One Strategic Site is proposed to be deleted since the consultation version of the Revised Preferred Draft Core Strategy and that is the Brockhill West Strategic Site. The site is currently Green Belt, and the evidence in the Redditch Green Belt review concludes that there are no suitable permanent Green Belt boundaries in the Borough to contain any proposed development. In addition the Redditch growth report on cross boundary development finds that there are a number of issues with growth in this location.

**Customer / Equalities and Diversity Implications**

- 3.11 An Equalities Impact Assessment (EqIA) has been carried out to assess the likely impact of the draft Local Plan on specific groups and in terms of race, gender, disability, age, sexual orientation and religion/beliefs. This has been updated to take into account any

**EXECUTIVE  
COMMITTEE****12th February 2013**

potential impacts of the Local Plan and the growth consultation. The EqIA will be updated at each stage of the preparation of the Plan in order to consider any changes in the Plan. The EqIA at this stage does not create any adverse impacts for any of the identified groups.

- 3.12 A new Health Impact Assessment has been prepared in collaboration with Hillary Sharpe, a Consultant in Public Health from Worcestershire NHS. This demonstrates how the Local Plan's key themes and the policies within them help to promote health and well-being in Redditch Borough.

**4. RISK MANAGEMENT**

- 4.1 The next stage of the Local Plan, subject to amendments following consultation, is a Pre-Submission Local Plan which is due in August 2013. After that, the Local Plan is submitted to the Planning Inspectorate for Examination, due November/December 2013. Thereafter, an Examination-in-Public will be held and if found sound by the Planning Inspector, the Local Plan can be adopted by the Council. The Examination could be jointly held with Bromsgrove District Council, or have some joint hearing sessions and is expected to take place in April/May 2014.
- 4.2 There is a risk that the plans of the neighbouring authorities of Bromsgrove, and to a lesser extent Stratford on Avon District are not found sound at examination for a variety of reasons. This could risk the soundness of the Borough of Redditch Local Plan because Redditch relies upon their plans to identify some allocations to meet Redditch's growth needs. Similarly there is a risk that the Local Plan is found to be unsound at Examination-in-Public. This can be mitigated against to some extent by ensuring that Council's case is clearly articulated through the public consultation stages, and that evidence supports the proposals.
- 4.3 There is always a risk that residents, stakeholders and developers will not support the draft Plan's proposals. This can be mitigated against to some extent by ensuring adequate explanation and justification for the proposals are provided at the public consultation stage and after consultation when reporting back to members.
- 4.4 There is a risk with the evidence base being relied upon to inform some policies being as the Plan Period proposed is from 2011-2030. It is very difficult for the Council to fully understand all the needs that the Borough faces in this time, particularly given the unstable nature of the global economy that is currently affecting the level of investment by the public and private sectors. This is evident in the range of scenarios for housing presented in the Strategic Housing Market Assessment for

**EXECUTIVE  
COMMITTEE****12th February 2013**

Redditch. It is also difficult to accurately predict the retail requirements in the long term. There is however always the option to mitigate against this risk, because a parts of the Local Plan can always be reviewed following its adoption if monitoring indicates that the policies are not working.

**5. APPENDICES**

Appendix 1 - Draft Borough of Redditch Local Plan No.4 (To follow)  
Appendix 2 - Draft Borough of Redditch Local Plan No.4 Sustainability Appraisal (To follow)

**6. BACKGROUND PAPERS**

A Review of the A435 ADR and adjoining lands (2013)  
Worcestershire County Council Redditch Development Sites - Highway Impact and Accessibility Modelling Report (May 2011)  
Worcestershire County Council Redditch Local Plan – Infrastructure Delivery Plan (2013)  
Bromsgrove District Council and Redditch Borough Council Strategic Flood Risk Assessment Level 2 and Water Cycle Strategy update (2012)  
Strategic Housing Market Assessment – Main Report (Feb 2012)  
Strategic Housing Market Assessment – Appendix 4 – Redditch SHMA Overview Report (Feb 2012)  
Strategic Housing Market Assessment – Annex – Redditch Updated Household Projections (May 2012)  
Employment Land Review – Partial Update (November 2012)  
Redditch Town Centre Retail and Office Needs Assessments – Partial Updates (October 2012)  
Local Development Scheme (2012 – 2015)  
Redditch Green Belt release to meet Growth Needs (2013)  
Five Year Land Supply Refresh (February 2013)  
Infrastructure Delivery Plan Summary Table and Report (2013)  
Local Plan No.4 Health Impact Assessment (Jan 2013)

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**EXECUTIVE  
COMMITTEE**

12th February 2013

**MEDIUM TERM FINANCIAL PLAN 2013/14 – 2014/15**

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

**1. SUMMARY OF PROPOSALS**

To enable Members to consider the current financial position for the revenue budget 2013/14- 2015/16.

**2. RECOMMENDATIONS**

**Executive is asked to note the current position for 2013/14 – 2015/16 and to request that officers review the savings that can be delivered to achieve a balanced budget.**

**3. KEY ISSUES****Financial Implications**

- 3.1 The Council's Medium Term Financial Plan (MTFP) provides the framework within which the revenue and capital spending decisions can be made over a 3 year period. It is revised and updated on an annual basis to take into account any alterations that may be required as a result of changes that impact on the Council's services.
- 3.2 As part of the review, officers consider the impact of demand on service and the costs associated with this demand. This may result in additional costs (associated with maintaining current service delivery) or reductions in anticipated income revenue over the next 3 years.
- 3.3 As Members are aware, there are considerable additional cost pressures facing the Council over the next 3 years as a result of a number of issues including:
- Reduction in Council Tax Benefit Grant received
  - Changes to welfare reform and the impact on the Council from residents service need
  - Transfer from Housing Benefit to Universal Credit
  - Impact of the current National Economy

**EXECUTIVE  
COMMITTEE**

12th February 2013

- 3.4 Officers will continue to work with our partners to identify the costs that may be associated with some of these changes.

**Formula Grant / Localised Business Rates**

- 3.5 As Members are aware, the provisional settlement that was received by the Council for 2013/14 – 2014/15 was lower than originally estimated. The table below shows the actual cut in Government Grant from 2009/10 to 2014/15 and equates to a 41% real cut in the funding received to support services.

	<b>2010/11</b>	<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>
Formula Grant / RSG plus Baseline Funding*	£5.557m (excludes concessionary fares element)	£4.696m	£4.212m	£3.775m	£3.168m
Year on year reduction £		£0.861m	£0.484m	£0.437m	£0.607m
Year on year reduction %		15%	10%	10%	16%
Cumulative reduction £		£0.861m	£1.345m	£1.782m	£2.289m
Cumulative Reduction %		15%	24%	32%	41%

\*these figures have been adjusted so they are like for like in all years and may not reflect the figures in the budget due to changes in what is included in these grants. Thus does not correspond to the Govt Grant line in 3.23.

- 3.6 The Government grant we received for 2012/13 represented a cash decrease of 10% on the previous financial year.
- 3.7 The current mechanism of allocating formula grant will be replaced from April 2013 with a system of formula grant and localised business rates. As these are effectively the same pot of money for the purposes of this MTFP they will be viewed as one funding stream.



**EXECUTIVE  
COMMITTEE**

12th February 2013

- 3.8 Localising business rates will transfer risk from central to local Government. As a billing authority we will be far more exposed to reductions in the local taxbase if businesses close or rates are revalued. This places far greater pressures on the cashflow and reserves of the Council as well as the risk of greater volatility in the future levels of expected funding.
- 3.9 The Council has supported the opportunity to pool business rates with other councils to mitigate against these risks. Redditch Borough Council will continue to pool with the Greater Birmingham and Solihull Pool as this offers the greater financial benefit to the Borough.
- 3.10 The Government are also transferring two specific grants into the formula grant funding from 2013/14. These are the 2011/12 Council Tax Freeze Grant (£144k) and Homelessness Grant (£98k).

**New Homes Bonus**

- 3.11 The Council received New Homes Bonus in the current year of £380K. It is prudent to assume that in future years that this figure will increase in line with the assumed increase in taxbase of 0.25% per annum. This would raise an estimated £70k additional grant per annum until the scheme matures in 2016/17.
- 3.12 As agreed in the current MTFP, any income received from New Homes Bonus grant will be utilised to offset the pressures facing the Council over the medium term.

**Council Tax**

- 3.13 To ensure that necessary levels of funding are available given the large reductions in government grant highlighted above, Council Tax increases will have to be sufficient to ensure that funding is available for the services that create value to the customer have appropriate levels of financial resource.
- 3.14 The Council Tax freeze for the current financial year was funded by an additional one off government grant of £58k. It had been hoped that this would become an ongoing grant, however this grant was for 2012/13 only. Further savings and Council Tax increases have been identified as part of this MTFP to compensate in future years.
- 3.15 The government have offered a grant equivalent to a 1% rise in Council Tax for 2013/14 and 2014/15 for councils who freeze their Council Tax in the next financial year. Acceptance of this freeze grant will cost the Council £144k pa once the grant ceases (assuming Council Tax would otherwise rise by 2% in 2013/14).

**EXECUTIVE  
COMMITTEE**12th February 2013

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**Transformation**

- 3.16 The significant reductions in funding are not anticipated to improve for a number of years and therefore officers have looked at alternative ways to deliver savings whilst improving services to the community. As previously reported, the services provided by the Council are undergoing transformational change using a different approach to assessing the value provided by the service. This work will focus on the purpose of services to the community and will aim to realise savings and protect those services that create value to our customers.
- 3.17 As reported previously, officers will continue to review the financial position of the authority within a framework of financial principles. These are:
- a) Reduce Waste in a system (Stop it now)
  - b) Design a new system to reduce waste and cost
  - c) Reduce the costs associated with enabling service provision rather than those that create the value to the customer.
- 3.18 There are 3 levels of costs associated with services delivered by the Council;
- a) Create Value – these are the costs to deliver front line service, those which create real value to the customer.
  - b) Add Value – these costs provide support to those services on the front line. They add value to the customer but do not directly deliver the service.
  - c) Enable – there are a number of costs that relate to the enabling functions across the Council. These include the management and support services that provide advice and support to the services who add and create value. As part of the financial principles, officers are looking at the ratio of the cost of the enabling function compared with those that create value with the aim to align resources to those that provide the most value to our customers.
- 3.19 Any additional income currently generated that delivers more than the target revenue has been built into the projections as a revised target to achieve.

**EXECUTIVE  
COMMITTEE**

12th February 2013

- 3.20 Officers have also identified a number of budget pressures that have either been deemed “unavoidable”. Unavoidable includes the ongoing effects of pressures identified during 2012/13 together with any issues that have been raised as fundamental to maintaining service provision as part of the budget process. In addition income shortfalls that cannot be managed by improved marketing or price increases have been addressed during the budget planning.
- 3.21 These include:
- a) Reduction in funding from Worcestershire County Council in relation to funding for the customer service centre (HUB) of £22k.
  - b) Shortfall in on street Car parking income £22k
  - c) Reduction in funding received for Learn Direct 15K.

**Financial Position**

- 3.22 The current summary position at 3.22 includes the financial impact of the above in addition to the following assumptions:
- a) 1% pay award in relation to inflationary increase. This will be subject to the national negotiation that the Council is signed up to.
  - b) General inflationary increases in relation to contract arrangements.
  - c) Inclusion of the provisional settlement for 2013/14 & 2014/15.
  - d) 3% increase in fees and charges (where appropriate)
  - e) An estimation of the New Homes Bonus income
  - f) Additional income estimated in relation to the Business Rates receivable by the Council

**EXECUTIVE  
COMMITTEE**

12th February 2013

3.23 The revised position is shown below.

	2013/14	2014/15	2015/16
Base cost of General Fund Services	10,954	10,814	10,976
Pressures – unavoidable	743	308	217
Savings (reduction waste, redesign systems, reduction in enabling costs)	-733	-146	-112
Transformation Savings	-150	0	0
Service Expenditure	10,814	10,976	11,081
Reversal of Capital Charges	-1,349	-1,237	-1,237
Vacancy management	-200	-200	-200
Outturn Savings	-200	-200	-200
MRP	792	740	708
Bad Debt Provision	50	50	50
Pension Strain	1,557	1,736	1,878
VAT Refund	-185	-	-
Investment Income	-471	-471	-471
Parish Precept	8	9	9
Net operating expenditure	10,816	11,403	11,618
Transfer from Reserves	-255	-	
Surplus from Collection Fund	-35	-	
Government Grant	-2,978	-2,307	-2,119
NDR Baseline	-1,927	-1,986	-2,007
NDR Growth	-200	-200	-200
New Homes Bonus	-380	-450	-520
Assumed Council Tax @ 0% (offset by 1% Gov Grant) 2% increase 2014/15 2015/16	-4,983	-5,085	-5,186
Council Tax Grant	-58	-58	
overall shortfall	0	1,317	1,586

**EXECUTIVE  
COMMITTEE**

12th February 2013

- 3.24 Savings currently identified include:
- a) General underspends offered up as future savings
  - b) Extension of sharing for services currently not shared across the Redditch and Bromsgrove.
  - c) Improved efficiencies within services and renegotiation of contracts
  - d) Savings realised from transformation of services and driving out waste
- 3.25 The Council is to set a balanced budget for 2013/14 – 2015/16 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. Officers are committed to realise the necessary levels of savings through transformation and will continue to work with staff to enable services to be delivered at a reduced cost to meet the cuts anticipated.

**General Fund Balances**

- 3.26 The level of the General Fund balance is currently £1.1m, as previously highlighted, there will be greater risks on the cashflow and the funding of the Council in the medium term.
- 3.27 The current level of balances is nearing the minimum recommended level for the Borough. There is also the need for a fuller assessment of the necessary level of balances will be required once the full impact of the governments changes to local government funding are known.
- 3.28 The estimated level of government funding over the MTFP will reduce more rapidly than the increase in Council Tax revenues. Consequently, there will be a continuing focus on transforming service delivery to reduce waste and to ensure that the funding available is aligned to the services that create value to the community of Redditch.

**Legal Implications**

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

## **EXECUTIVE COMMITTEE**

12th February 2013

### **Service/Operational Implications**

- 3.30 The MTFP will enable services to be maintained and, where achievable, improvements to the community.

### **Customer / Equalities and Diversity Implications**

- 3.31 The impact on the customer has been reduced due to the savings being realised by reduction of waste in the services and ensuring that all service that create value to the customer are resourced.

### **4. RISK MANAGEMENT**

To mitigate the risks associated with the financial pressures facing the Authority, regular monitoring reports are presented to both officers and Members to enable proactive action being undertaken to address any areas of concern.

### **5. APPENDICES**

None

### **6. BACKGROUND PAPERS**

None.

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**EXECUTIVE  
COMMITTEE**

12th February 2013

**HOUSING REVENUE ACCOUNT INITIAL ESTIMATE 2013/14**

Relevant Portfolio Holder	Councillor Mark Shurmer, Portfolio Holder for Housing
Portfolio Holder Consulted	Yes
Relevant Head of Service	Teresa Kristunas, Head of Finance and Resources/Liz Tompkin, Head of Housing
Wards Affected	All Wards
Ward Councillor Consulted	
Key Decision	

**1. SUMMARY OF PROPOSALS**

To present Members with the Initial Estimates for the Housing Revenue Account for 2013/14 and the proposed dwelling rents for 2013/14.

**2. RECOMMENDATIONS**

**The Committee is asked to RECOMMEND that**

- 1) the draft 2013/14 Estimates for the Housing Revenue Account attached to the report at Appendix A, be approved;**
- 2) the actual average rent increase for 2013/14 be 3.8% (2.6% RPI plus 1.2% due to rent restructuring); and**
- 3) that £3.5m be transferred to a reserve as a Revenue Contribution to Capital to fund the future Capital Programme and repay borrowing.**

**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.

**EXECUTIVE  
COMMITTEE**

12th February 2013

- 3.2 The system of housing subsidy giving rise to this payment ceased on the 31st March 2012. The Council, through the system of Housing finance introduced by the Local Government and Housing Act 1989, had until the 2012/13 financial year 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 in 2011/12 paid in excess of £6.8 million to central government because of it being in a negative subsidy position.
- 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 meant a redistribution of the `national' housing debt. This resulted in the Council borrowing £98.929 million from the PWLB.
- 3.4 Self-financing has placed a limit (Debt Cap) on borrowing for housing purposes at the closing position for 2011/12. This is set at £122,158,000. The figures at Appendix A allow for the payment of interest on this sum. This means that all future capital programmes will have to be funded from revenue contribution, capital receipts or grants.
- 3.5 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.

**2013/14**

- 3.6 This section of the report outlines the major issues which have an impact upon the Housing Revenue budget Account setting process for 2013/14.



**EXECUTIVE  
COMMITTEE**

12th February 2013

- 3.7. Based on the RPI figure for September of 2.6% and using the rent restructuring formula for calculating dwelling rents, the actual average rent increase for 2013/14 will be 3.8%. The average rent on a 52 week basis will be £74.61, or £80.83 on a 48 week basis. This compares to the actual average for 2012/13 on a 52 week basis of £71.91 and £77.90 on a 48 week basis.

Capital Resources

- 3.8. 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 10 per annum, generating around £200k in usable capital receipts.
- 3.9. 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 2011/12 the subsidy system that determined this arrangement ceased. 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 2013/14 will be £5,966,080.
- 3.10 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 2013/14 to allow £3.5m to be transferred in this way. With the introduction a Debt Cap from 1<sup>st</sup> April 2012 these monies will be required to support the Housing Capital Programme. The approved capital programme for 2013/14 totals £7.25 million.

Housing Repairs Account

- 3.11 The budgeted contribution to the Housing Repairs Account as shown at Appendix A is £4,323,350 for 2013/14, including inflationary increases where appropriate.

**EXECUTIVE  
COMMITTEE**

12th February 2013

**Right to Buy Scheme - Rent Income**

- 3.12 The 2013/14 figures at Appendix A allow for the sale of 10 Council homes. The full effect is an anticipated £39,606 loss of rent income.

**Housing Revenue Account Balances**

- 3.13 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.
- 3.14 The figures shown in Appendix A indicate that the balance carried forward at the 1st of April 2013 will be £722,953, which will leave a working balance of £982,453 at the 31st March 2014.

**Legal Implications**

- 3.15 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**

- 3.16 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.

**Customer / Equalities and Diversity Implications**

- 3.17 The rent restructuring model aims to equalise the rents for tenants of similar properties within the Council housing stock.

**4. RISK MANAGEMENT**

There is a risk to the HRA Capital Programme if sufficient resources do not exist within the Housing Revenue Account to provide funding now that the Council is unable to borrow to fund the housing capital programme.

**5. APPENDICES**

Appendix A - Housing Revenue Account 2013/14

**6. BACKGROUND PAPERS**

None.

**EXECUTIVE  
COMMITTEE**

12th February 2013

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**AUTHOR OF REPORT**

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**REDDITCH BOROUGH COUNCIL****EXECUTIVE  
COMMITTEE****Appendix A**

12th February 2013

**HOUSING REVENUE ACCOUNT****2012/13 Initial****2013/14 Initial****2012/13  
Initial  
Estimate  
£****2013/14  
Initial  
Estimate  
£**

<b>B/fwd Balance</b>	<b>917,743</b>	<b>722,953</b>
<b>EXPENDITURE</b>		
Supervision and Management (General)	4,165,250	4,220,740
Supervision and Management (Special)	1,539,840	2,318,140
Landlords, Costs, Insurance etc	165,150	166,680
Benefit Subsidy Limitation Transfer to General Fund	0	68,950
Revenue Contribution to Capital Programme/Set Aside to Repay Borrowing	2,000,000	3,500,000
Depreciation	5,848,460	5,966,080
Contributions to the Housing Repairs Account	4,251,600	4,323,350
Financing Charges	5,049,620	4,200,650
Provision for Bad / Doubtful Debts	150,000	200,000
<b>TOTAL EXPENDITURE</b>	<b>23,169,920</b>	<b>24,964,590</b>
<b>INCOME</b>		
Dwelling Rents (Gross)	22,202,850	23,443,400
Non-Dwelling Rents (Gross)	484,000	459,200
Charges for Services and Facilities	190,280	272,180
Contribution towards Expenditure (Supporting People and Social Services)	0	959,810
Interest Receivable	98,000	89,500
<b>TOTAL INCOME</b>	<b>22,975,130</b>	<b>25,224,090</b>
<b>Surplus / (Deficit) for the Year</b>	<b>(194,790)</b>	<b>259,500</b>
<b>C/fwd Balance</b>	<b>722,953</b>	<b>982,453</b>



**EXECUTIVE  
COMMITTEE**

12th February 2013

**FEES AND CHARGES REVIEW 2012/13**

Relevant Portfolio Holder	Councillor Phil Mould, Portfolio Holder for Corporate Management
Portfolio Holder Consulted	
Relevant Head of Service	Teresa Kristunas, Head of Finance and Resources
Wards Affected	All Wards
Ward Councillor Consulted	
Key Decision	

**1. SUMMARY OF PROPOSALS**

To present the proposed fees and charges for 2013/14 for the Council's chargeable services.

**2. RECOMMENDATIONS**

**The Executive Committee is asked to RESOLVE**

**that the fees and charges for 2013/14 as set out in Appendix A - H to 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.**

**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 Officers have been asked to review all their Fees and Charges and it is recommended that they are increase by 3%.

**EXECUTIVE  
COMMITTEE**

12th February 2013

**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 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 2013.

**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**

There were no background papers identified.

**AUTHOR OF REPORT**

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## REDDITCH BOROUGH COUNCIL

## Leisure &amp; Cultural Services

Scale of Proposed Charges 1st April 2013

**Subject to agreement with The Head of Leisure and Cultural Services these charges could be subject to a 20% variation. This is a discretionary process which allows the service to reflect the market position and respond to changes in the market promptly.**

	Current charge 2012/13	Proposed charge from 01/04/13
<b>Reddicard</b>		
<b>Purchase of Reddicards</b>	<b>£ VAT Incl</b>	<b>£ VAT Incl</b>
Adult resident	25.70	26.50
Family resident	35.60	36.00
Couple resident	31.70	32.00
Junior resident	19.00	19.00
Adult non-resident	31.70	35.00
Junior non-resident	22.10	24.50
Family non-resident	45.90	50.50
Couple non-resident	0.00	0.00
Adult concession	9.00	9.00
Junior concession	9.00	9.00
Family concession	13.20	13.20
Seniors resident	9.00	9.00
Student	9.00	9.00
Disabled	9.00	9.00
Commercial Block Booking Card	74.00	90.00
Development Block Booking Card	30.30	35.00

Senior denotes over 60 STN – Subject to Negotiation RC – Reddicard

SERVICE CATEGORY	Current charge 2012/13	Current Reddicard 2012/13	Current Concession 2012/13	Proposed charge from 01/04/13	Proposed Reddicard from 01/04/13	Proposed Concession from 01/04/13
<b>SPORTS - INDOOR FACILITIES HIRE OF FULL HALL (40 MINUTES)</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>
Abbey Stadium/Kingsley - Peak	63.90	47.00	31.90	74.10	49.40	37.10
Abbey Stadium/Kingsley - Off Peak	45.40	30.20	22.70	47.60	31.70	23.80
Arrow Vale - Peak	53.60	35.70	26.80	56.30	37.50	28.10
Arrow Vale - Off Peak	34.90	23.30	17.50	36.80	24.50	18.40
<b>HIRE OF GYMNASIUM (40 MINUTES)</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>
Arrow Vale/Kingsley	29.70	19.80	14.90	30.60	20.40	15.30
Arrow Vale/Kingsley - Commercial	STN	STN	STN	STN	STN	STN
<b>MOVEMENT &amp; DANCE AREA (40 MINUTES)</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>
Arrow Vale	29.70	19.80	14.90	30.60	20.40	15.30
Arrow Vale – Commercial Hire	STN	STN	STN	STN	STN	STN
<b>BADMINTON (PER COURT 40 MINUTES)</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>
Peak	10.60	7.10	5.30	11.20	7.45	5.60
Off Peak	7.20	4.80	3.60	7.95	5.30	4.00
<b>SQUASH (PER COURT 40 MINUTES)</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>
Peak	8.90	5.90	4.50	9.10	6.10	4.65
Off Peak	7.20	4.80	3.60	7.40	4.90	3.70

SERVICE CATEGORY	Current charge 2012/13	Current Reddicard 2012/13	Current Concession 2012/13	Proposed charge from 01/04/13	Proposed Reddicard from 01/04/13	Proposed Concession from 01/04/13
<b>ABBEY STADIUM-CENTRE MEMBERSHIPS</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>
Single - Peak	30.00	n/a	n/a	32.00	n/a	n/a
Single - Off Peak	26.00	n/a	n/a	25.00	n/a	n/a
Joining Fee	20.00	n/a	n/a	25.00	n/a	n/a
Day Pass / Pay as you go	5.80	n/a	n/a	6.40	n/a	n/a
Exercise to Music Studio Session	4.10	n/a	n/a	4.50	n/a	n/a
Exercise to Music Studio Session (Les Mills)	5.00	n/a	n/a	5.50	n/a	n/a
<b>TRAMPOLINING &amp; GYMNASTICS – 10 WEEKS</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>
Arrow Vale & Abbey	61.50	41.00	30.80	63.40	42.30	31.70

## REDDITCH BOROUGH COUNCIL

## Leisure &amp; Cultural Services

Scale of Proposed Charges 1st April 2013

YOGA	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *
Kingsley – Gentle Yoga Daytime	4.05	2.70	2.15	3.80	2.50	1.90
SPRINGS GYM (ARROW VALE)	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *
Induction *(VAT EXEMPT)	32.10	21.40	16.00	22.10	n/a	n/a
Pay as you go session	8.60	5.70	4.30	5.90	n/a	n/a
Arrow Vale Direct Debit Membership	n/a	n/a	n/a	16.00	n/a	n/a
Arrow Vale Memberships with Classes included	n/a	n/a	n/a	20.00	n/a	n/a
PARTIES	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *
Bouncy / Sports Castle Parties	132.50	88.40	66.30	136.70	91.10	68.30
JUNIOR NETBALL DEVELOPMENT (Kingsley)	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *
Netball	4.50	3.00	2.25	4.70	3.10	2.30
LEISURE TIME (Abbey)	3.10	2.10	1.50	4.50	3.00	2.30
SWIMMING	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *
Adult	3.90	2.60	2.00	4.50	3.00	2.30
Junior	FOC	FOC	FOC	FOC	FOC	FOC
Adult ( Kingsley)	3.90	2.60	2.00	4.50	3.00	2.30
Under 5's	FOC	FOC	FOC	FOC	FOC	FOC
Small Wet side party	N/A	N/A	N/A	45.00	n/a	n/a
Large Wet side party	N/A	N/A	N/A	89.20	n/a	n/a
Fun Inflatable Session	3.20	2.10	1.60	3.85	3.00	2.25
Ladies Night	3.90	2.60	2.00	4.50	3.00	2.25
Kingsley-Pool Hire (General Hire not Schools)		40.60		46.20	n/a	n/a
Schools Hire	n/a	34.30 (Hewell Road)	n/a	45.00 (1st yr charge at Abbey - New Facility)	n/a	n/a
Junior Swimming Lessons	50.70	33.80	25.40	59.80	40.00	30.00
One hour lane Hire	18.20	12.10	9.10	18.80	12.50	9.40
Adult Swimming Lessons – 30 mins	69.60	46.40	34.80	71.70	47.80	35.85
Abbey- Gala Hire - 3 hour duration	n/a	n/a	n/a	300.00	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	46.20	n/a	n/a
Hire of Instructor	19.70	n/a	n/a	20.00	n/a	n/a
SPORTS - OUTDOOR FACILITIES	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *
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	13.00	10.00	8.00
9 hole Adult	10.50	8.00	7.00	10.50	8.00	7.00
18 hole Junior	9.00	6.50	5.50	9.00	6.50	5.50
9 hole Junior	7.00	4.50	3.30	7.00	4.50	3.30
TENNIS (PER COURT 1 HOUR)	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *
Adult	8.10	5.40	4.10	8.50	5.70	4.30
Junior (before 5.00 p.m.)	5.90	3.90	3.00	6.20	4.10	3.20
FLOODLIT AREA	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *
Abbey Stadium – ½ Pitch per hour	73.45	48.95	37.70	77.10	51.40	39.60
Abbey Stadium – with Changing Rooms per 90 mins	111.80	74.60	55.90	116.60	93.30	70.00
NETBALL COURT HIRE	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *
	32.40	21.60	16.20	33.37	22.25	16.69
ATHLETICS	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *
Adult - individual charge	5.70	3.80	2.90	6.00	4.00	3.00
Junior - individual charge	2.50	1.60	1.20	2.60	1.70	1.30
Bromsgrove & Redditch Athletics Club Events	4,100.00	n/a	n/a	4,305.00	n/a	n/a
FOOTBALL - ADULT (INC. CHANGING FACILITIES)	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *
Abbey Stadium/Ipsley/Old Forge/Greenlands	72.40	48.20	n/a	76.00	50.60	n/a
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	37.20	24.80	n/a	39.10	26.05	n/a
Abbey Stadium/Morton Stanley Park/Ipsley/Old Forge/Greenlands. Without changing facilities.	24.40	16.20	n/a	25.60	17.00	n/a

**REDDITCH BOROUGH COUNCIL**

**Leisure & Cultural Services**

Scale of Proposed Charges 1st April 2013

Small Sided Football	12.30	8.20	n/a	12.90	8.60	n/a
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**REDDITCH BOROUGH COUNCIL****Leisure & Cultural Services**

Scale of Proposed Charges 1st April 2013

<b>ARROW VALE ATP PITCH HIRE</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>
One third pitch hire per hour	n/a	31.50	26.60	n/a	32.45	24.35
<b>YOUTH THEATRE CHARGES</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>
10 week terms (Tues & Sat 2 hrs)	96.50	64.30	31.20	98.90	65.90	32.00
10 week terms (Mon 1 hr)	48.30	32.20	15.30	49.50	33.00	15.70
Optional Direct Debit Fee	6.00	6.00	6.00	6.00	6.00	6.00
<b>SPORTS DEVELOPMENT CHARGES</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>
Exercise Classes (Adult)	3.60	n/a	n/a	3.60	n/a	n/a
Bowls	2.10	n/a	n/a	2.10	n/a	n/a
Basketball	2.50	n/a	n/a	2.50	n/a	n/a
50+ Health & Exercise Classes	2.10	n/a	n/a	2.50	n/a	n/a
Curriculum Cost	20.00	n/a	n/a	20.00	n/a	n/a
Schools Hire – lunchtime / after school sessions	20.00	n/a	n/a	20.00	n/a	n/a
Inclusive sport	n/a	n/a	n/a	2.50	n/a	n/a
Holiday club rate	n/a	n/a	n/a	2.20	n/a	n/a
Concessionary holiday club rate (school dinners)	n/a	n/a	n/a	1.00	n/a	n/a
Junior Sport Specific Holiday club / sport session	n/a	n/a	n/a	2.50	n/a	n/a
Active Clubs	n/a	n/a	n/a	1.00	n/a	n/a
PSI Falls Prevention	n/a	n/a	n/a	2.50	n/a	n/a
Activity referral	n/a	n/a	n/a	25.00	n/a	n/a

<b>COMMUNITY CENTRES</b>	<b>£ VAT Incl except * (Per Hour) Standard Rate</b>	<b>£ VAT Incl except * (Per Hour) Voluntary Rate</b>	<b>£ VAT Incl except * (Per Hour) Function Rate</b>	<b>£ VAT Incl except * (Per Hour) Standard Rate</b>	<b>£ VAT Incl except * (Per Hour) Voluntary Rate</b>
<b>Batchley</b>	22.60	8.55	17.20	23.50	9.00
<b>Lounge</b>	9.40	5.80		n/a	n/a
<b>Soft Play Area &amp; Lounge</b>	N/A	16.00	42.00	n/a	n/a
<b>Main Hall</b>	22.60	8.55	17.20	n/a	n/a
<b>Oakenshaw</b>					
<b>Main Hall</b>	22.60	11.10	17.20	23.50	11.50
<b>Small Hall</b>	17.60	8.55	15.00	18.50	9.00
<b>Windmill</b>					
<b>Main Hall</b>	22.60	11.10	17.20	23.50	11.50
<b>Small Hall</b>	17.60	8.55	15.00	18.50	9.00
<b>Winyates Barn</b>	22.60	8.55	17.20	23.50	9.00
<b>Winyates Green</b>	22.60	8.55	17.20	23.50	9.00

**REDDITCH BOROUGH COUNCIL****Leisure & Cultural Services**

Scale of Proposed Charges 1st April 2013

**CIVIC SUITE COMMERCIAL CHARGES**

<b>Room</b>	<b>Current charge 2012/13 £</b>	<b>Proposed charge from 01/04/13 £</b>
Committee Room 1: 4 hour minimum - daytime 8 hour minimum - daytime and/or evening	45.00 59.00	47.00 62.00
Committee Room 2/3: 4 hour minimum - daytime 8 hour minimum - daytime and/or evening	92.00 129.00	95.00 135.00
Council Chamber: 4 hour minimum - daytime 8 hour minimum - daytime and/or evening	129.00 199.00	135.00 220.00
Full Civic Suite: Monday to Saturday (including servery) 4 hour minimum - daytime	199.00 376.00	220.00 400.00
Full Civic Suite: Sunday - exceptional (including servery) 4 hour minimum - daytime 8 hour minimum - daytime and/or evening	199.00 376.00	220.00 400.00
<b>Equipment Hire</b>		
OHP/Screen	19.50	20.00
TV/Video	19.50	20.00
Conferencing Sound System	19.50	20.00
Flipchart stand 4 hour minimum - daytime 8 hour minimum - daytime and/or evening	6.50 5.40	6.50 5.40
<b>Other Fees</b>		
Security	Market Rates	Market Rates
Retainer	200.00	200.00

**CIVIC SUITE - REFRESHMENT CHARGES**

<b>Teas and Coffees</b>		
Internal - per cup	0.60	0.65
Commercial - per cup	0.75	0.85

**REDDITCH BOROUGH COUNCIL****Leisure & Cultural Services**

Scale of Proposed Charges 1st April 2013

**PALACE THEATRE****Main Theatre**

Performance / conference (including technical, F.O.H manager, and box office for 1 hour up to the start of each performance) up to 10.30pm. Full lighting and sound systems available. Please see the current Technical Specification. See below for	1 show inclusive of get in (8.5 hrs)		Add. 2nd perf (4.5 Hrs)		3rd perf & Further perf(4.5Hrs)	
	Cost	Disc. Local Community & charity rate (-15%)	Cost (-5%)	Disc. Local Community & charity rate (-15%)	Cost per night (-10%)	Disc. Local Community & charity rate (-15%)
Mon - Thurs up to 10:30pm	£1,012.00	£861.00	£509.00	£433.00	£483.00	£410.00
Fri - Sat up to 10.30pm	£1,134.00	£964.00	£571.00	£485.00	£541.00	£460.00
Sun & Bank Holidays up to 10pm	£1,518.00	£1,291.00	£764.00	£649.00	£724.00	£615.00
Non-public performance rate - 4 hour block. 1 member of staff only	£315.00					
4 hour block - Monday to Friday daytime hires up to 5pm, Saturday up to 1pm and Monday to Wednesday evenings 6pm to 10pm. Local charity or a community group that is a member of the Air partnership only. Subject to negotiation and availability. 1 member of staff only.	£275.00					

For a public performance add the appropriate hourly rate for technical staff and additional fees.

Full week hire (including technical, F.O.H manager, and box office for 1 hour up to the start of each performance), Full lighting and sound systems available. Please see the current Technical Specification. See below for additional fees and charges.	£ VAT Incl except * (Per Hour) Standard Rate	Disc. Local Community & charity rate (-15%)
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	£4,380.00	£3,723.00

**Studio and Bar Lounge (room only, for additional facilities available see**

STUDIO	Cost
Meeting Hirers (4 hour block)	£43.50
Meeting Hirer Full Day	£87.50

Arts and performance development activity arrangements are also available. Please contact the Theatre Team To Discuss agreements and availability

**Notes:**

- Promotion and percentage deal splits to be agreed by Committee and Theatre Manager
- Studio and bar hirer must pay a non-refundable payment of 50 % of the hire fee when booking

**REDDITCH BOROUGH COUNCIL****Leisure & Cultural Services**

Scale of Proposed Charges 1st April 2013

Studio sound system (fee per session/day)	£26.00
Studio Technician (max 4 hr call)	£26.00

3. For all daytime studio and bar bookings please speak to the box office team on (01527) 65203

WORKSHOP HIRE - per day (Appropriate certification proof must be shown to use the workshop machinery)	£105.00
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**Additional Charges to all performances**

PRS fees if we complete your return (percentage of gross takings)	3%
Credit Card Charges (percentage of Net box office takings)	3%

**Additional charges applicable to all hirer performances Ex. Vat Price**

Ticket Booking Fee (max. of £3 for any one)	£0.75	
Inclusion in the Theatre Brochure (at least a half page listing) for the relevant season and includes free web site entry on receipt of your marketing. No charge for banners, posters and leaflets up around the building	£77.50	£64.58
Studio event Listing in the Theatre Brochure for the relevant season, Includes free web site entry on receipt of your marketing	£26.00	£21.67
Local press advertisement charged at cost + administration fee at:	10%	
Sale of merchandise at Theatre premises. (Percentage taken is gross of merchandise takings)	15%	

**Additional Facilities / services available**

Bar Extension per night (after 11 pm)	£50.00
Orchestra replacement. The company must provide at least two staff to aid refitting of the orchestra PIT after the final performance. If this does not happen, the charge here will be included in your Bill per pit section	£15.00
Additional cleaning fee where premises are not left in a clean and tidy state. per room	£20.00
Un-blocking of sinks or toilets (per toilet or sink)	£40.00
Items hired or purchased from a third party on your behalf	Cost + 10%
Portable Appliance Testing (PAT), per item	£4.00
Tea / coffee per head (unlimited drinks per person).	£1.50
Photo-copying and printing A4 black and white	£0.10
Photo-copying and printing A4 colour	£0.20

**Additional items available for Hire (please check with the Technical department for availability)**

ITEM	DAY PRICE	ONE WEEK
Star Cloth	£65	£185
Black Gauze	£32	£78

REDDITCH BOROUGH COUNCIL

## Leisure &amp; Cultural Services

Scale of Proposed Charges 1st April 2013

White Gauze	£32	£78
Red Tabs	£42	£125
Jem Techno Fog Machine	£13.50	£32.00
Under-stage Smoke System	£35.00	£94.00
Haze Machine	£14.00	£42.50
Portable digital piano ( <b>cost to be confirmed once in place</b> )		
Baby Grand Piano tuning (additional tuning charge at cost)	£95.00	£280.00
Technics Key Board	£19.00	£57.00
Video / Data Projector	£77.50	£235.00
Laptop	£75.00	£216.00
Overhead projector (OHP)	£9.00	£22.00
Portable folding projector screen (approx 5 feet square)	£5.50	£16.00
Flip chart stand (Paper and pens are not provided)	£7.00	£19.00
White board	£11.00	£32.00
14" TV/video or DVD player	£8.50	£22.00
Lectern including microphones and lights	£45.00	£150.00
Radio Mics (Up to 4 handheld & 10 lapels) -per microphone. See note 2	£19.50	£55.00
Music Stands (each)	£3.00	£9.00
Conductor music stand	£5.00	£15.50
Metro deck staging sections (2 m x 1 m) inc 18" or 1.5m Legs and skirts if requested	£9.50	£19.00
1 Metre hand rail section for above Rostra (5 available) (each)	£5.50	£11.00
2 Metre hand rail section for above Rostra (3 available) (each)	£9.50	£19.00

**Consumables:**

Gaffa Tape	£7.00
LX tape	£1.50
PP3 Battery (each)	£2.50



**REDDITCH BOROUGH COUNCIL****Leisure & Cultural Services**

Scale of Proposed Charges 1st April 2013

AA battery (each)	£1.00
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**Additional Staffing**

Additional technical staff per hour (minimum 4 hour call)	£18.00
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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.

**ALLOTMENT CHARGES**

Size	Water	Concession	Current 2012/13	Proposed charge from 01/04/13
Large (<254m2)	With Water	None	68.50	72.00
	No Water		56.20	59.00
	With Water	Concession	40.40	43.00
	No Water		28.10	30.00
Medium (>177<254m2))	With Water	None	49.50	52.00
	No Water		39.50	41.00
	With Water	Concession	29.70	31.00
	No Water		19.60	21.00
Small (>177m2)	With Water	None	30.40	33.00
	No Water		22.50	24.00
	With Water	Concession	19.15	21.00
	No Water		11.25	12.00

FORGE MILL MUSEUM & BORDESLEY VISITORS CENTRE	Current Charge 2012/13	Current Reddicard 2012/13	Proposed Charge 2013/14	Proposed Reddicard 2013/14
<b>Admission (individual)</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>
Adult	4.50	3.00	4.60	3.10
Senior Citizen	3.50	2.50	3.60	2.60
Child	1.50	1.00	1.55	1.00
Family -up to 4 people	10.00	8.00	10.50	8.20
Wednesday ONLY* Non Reddicard holder prices apply	N/A	FREE	NA	FREE
<b>Groups Bookings</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>
Admission, refreshments and guided tour of one site	STN	STN	STN	STN
External talks + Costs	53.00	43.00	56.00	45.50
<b>School Bookings</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>
Archaeological Activity Centre	35.00	N/A	35.00	N/A
Victorian role play	35.00	N/A	35.00	N/A
Victoria role play wheel unavailable	35.00	N/A	35.00	N/A
FM (history of needle-making	35.00	N/A	35.00	N/A
FM (processes & Machinery)	35.00	N/A	35.00	N/A
Local History of Redditch	35.00	N/A	35.00	N/A
Temporary exhibition with activities	35.00	N/A	35.00	N/A

**REDDITCH BOROUGH COUNCIL****Leisure & Cultural Services**

Scale of Proposed Charges 1st April 2013

Marketing/Business students	35.00	N/A	35.00	N/A
Teacher Led sessions	35.00	N/A	35.00	N/A
Special Needs Groups	FREE	FREE	FREE	FREE
<b>Room Hire</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>	<b>£ VAT Incl except *</b>
1/2 day all Other Groups	45.00	N/A	45.00	N/A
All day	75.00	N/A	75.00	N/A
Ground Event Hire	STN	STN	STN	STN

School Bookings remain the same in an attempt to encourage the business to grow - there were small signs of improvements last year and this needs to be sustained before increase can be levied

Redditch Outdoor Events & Outdoor Fitness– Hire of Parks and Open Spaces

	Commercial Rates		Community Rates		Charities / Not For Profit Organisations		Fairs & Circuses Min of 3 day Hire
	Per Hour	Per Day	Per Hour	Per Day	Per Hour	Per Day	Per Day
<b>Outdoor Event Space</b>							
Small Attendance = 0-99	£43.75	£218.75	£15	£75	£10	£50	£250.00
Medium Attendance = 100-499	£56.25	£281.25	£20	£100	£12.50	£62.50	N/A
Large Attendance = 500-1999	£68.75	£343.75	£25	£150	£15	£75	N/A
<b>£250 - £1500 Bond Payable</b>							
<b>Outdoor Fitness Session - Commercial</b>							
Summer Fee (Apr to Sept)	N/A	£350.00	N/A	£250.00	N/A	N/A	N/A
Winter Fee (Oct to Mar)	N/A	£150.00	N/A	£75.00	N/A	N/A	N/A
Annual Fee	N/A	£400.00	N/A	£300.00	N/A	N/A	N/A

**Additional Costs for Outdoor Event Space:**

- Set up and Clearance charged @ 50% of applicable rate
- Any event in excess of 1999 attendees is STN

**Additional Costs for Outdoor Fitness Space:**

- Set up and Clearance charged @ 50% of applicable rate



**REDDITCH BOROUGH COUNCIL****Community Services****Scale of Proposed Charges 1st April 2013**

Current 2012/13	Proposed charge from 01/04/13
£	£

**Private Sector Housing**

	net	
House Fitness Inspections	82.30	101.76
Registration of housing in multiple occupation: per occupant - first property	80.71	83.15
per occupant - subsequent property	70.46	72.59
Service and Administration of Improvement, Prohibition, Hazard Awareness or Emergency Measures Notices under Housing Act 2004	£ 22.76 per hour + 10% Admin Charge Per Notice	£ 23.45 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

**Lifeline**

Installation Fee - New Charge (Private & HRA)	20.25	20.85
Alarms private user pre April 2004 x 52 weeks*	2.55	2.55
Community Alarm Hire Private/self funder x 52 weeks	3.28	3.38
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
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\* This is a lifetime set price and cannot be increased

**HIRE PRODUCTS**

Hire of smoke alarm per week	1.00	1.05
CO2 Detector per week	1.00	1.05
Bogus Caller Panic Button	1.00	1.05
Flood Detector	1.00	1.05
Falls Detector	1.00	1.05
Additional pedndant	1.00	1.05

**Dial a Ride Service**

Minibus – single journey	2.20	2.20
Concessionary fare	1.60	1.60



**REDDITCH BOROUGH COUNCIL****Environmental Services****Scale of Proposed Charges 1st April 2013**

	2012/13 £	Proposed 2013/14 £
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**Bulky Household Waste**

Bulky household waste - up to 3 items	16.50	17.00
Additional charge 4-6 items (per item)	4.40	4.50
Orange sacks each	1.70	1.75

**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%	27%
Logs per cubic metre per bag	16.40	16.90

**Crematorium/Cemetery****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	410.00	420.00
Double Depth	410.00	420.00
Treble Depth	410.00	420.00

Interment of cremated remains *	150.00	155.00
Interment of cremated remains - non resident 16 or Redditch Resident	50.00	50.00
	no charge	no charge

**Charges for Burials**

Exclusive Right of Burial for 75 years

In adult size grave*	1100.00	1130.00
In babies grave	220.00	220.00
In child's grave (4 x 2)	245.00	245.00
In ashes grave*	420.00	430.00
Adult size grave purchased in reserve*	0.00	0.00
Ashes Grave purchased in reserve*	0.00	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****Environmental Services****Scale of Proposed Charges 1st April 2013**

	2012/13 £	Proposed 2013/14 £
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**Extending Rights in existing grave for 25 years**

In existing full earth grave	365.00	375.00
In child's grave	80.00	80.00
In ashes grave	140.00	145.00
Assignment of the exclusive right of a full earth reserved grave from resident to non -resident	2200.00	2260.00
Assignment of the exclusive right of a reserved cremated remains plot from resident to non resident	840.00	865.00
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	20.00	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****Environmental Services****Scale of Proposed Charges 1st April 2013**

	2012/13 £	Proposed 2013/14 £
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**Cremation related fees**

(VAT - outside scope unless shown)

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)	370.00	380.00
Cremation 17+ years 9.30 am onwards (45min)	495.00	510.00
Scattering of ashes from other crematoria	40.00	40.00
Certified extract from Register of Cremations	20.00	20.00
Replacement certificate of cremation	10.00	10.00
Organist's fee	On application	On application
Extra Service Time in Chapel	120.00	125.00
Use of chapel for burial service of child 16 or under (not RBC Cemeteries) <b>new fee</b>	210.00	210.00
Use of Chapel for burial service (RBC Cemeteries)	120.00	125.00
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)	120.00	125.00
Memorial service where cremation has taken place elsewhere.	120.00	125.00

**Caskets**

Wooden cremated remains casket	70.00	75.00
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	40.00
DVD of Chapel service (tbc)	50.00	50.00
Webcast of Chapel service (tbc)	60.00	60.00

**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

**REDDITCH BOROUGH COUNCIL****Environmental Services****Scale of Proposed Charges 1st April 2013**

	2012/13	Proposed
	£	2013/14
		£

**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

**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

<b>Benches</b> - 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

**REDDITCH BOROUGH COUNCIL**  
**Regulatory Services**  
**Scale of Proposed Charges 1st April 2013**

	Current 2012/13	Proposed charge from 01/04/13
	£	£

**Dog Warden**

(VAT outside scope)  
(fees agreed with contractor)

	Recharged at Cost	Recharged at Cost
Vet Fees		
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
Riding Establishment - Vet fees if applicable charged at cost		Recharged at cost
Pet Shops - Initial	86.00	100.00
Pet Shops - Renewal	41.00	100.00
Pet Shops - Vet fees if applicable recharged at cost		Recharged at cost
Dog Breeding - Initial	103.60	100.00
Dog Breeding - Renewal	68.25	100.00
Dog Breeding - Vet fees if applicable recharged at cost		Recharged at cost
Animal Boarding - Initial	101.50	100.00
Animal Boarding - Renewal	62.00	100.00
Animal Boarding - Vet fees if applicable recharged at cost		Recharged at cost
Dangerous Wild Animals - Initial	163.00	163.00
Dangerous Wild Animals - Renewal	163.00	163.00
Dangerous Wild Animals - Vet fees if applicable recharged at cost		Recharged at cost
Annual Street Trading Consent - Food - Initial - per annum		1,418.00
Annual Street Trading Consent - Food - Renewal - per annum		1,301.00
Annual Street Trading Consent - Non Food - Initial - per annum		1,183.00
Annual Street Trading Consent - Non Food - Renewal - per annum		1,064.00
Motor Salvage Operators		100.00
- Certified copy of register entry		12.00
Acupuncture, Tattooing, Ear Piercing and Electrolysis		
- Premises	78.00	118.00
- Practitioners	78.00	78.00
Control of Sex Establishments	950.00	950.00

**Other Environmental Health Fees**

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

**Regulatory Services**  
**Scale of Proposed Charges 1st April 2013**

	<b>Current</b>	<b>Proposed charge</b>
	<b>2012/13</b>	<b>from 01/04/13</b>
	£	£

**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	35.00	35.00
Transfer of plate - per transfer	47.00	47.00
Replacement Vehicle Plates	18.70	18.70
Replacement Driver's Badge	11.00	11.00
DVLA Enquiry - Electronic	5.00	5.00
DVLA Enquiry - Paper	10.00	10.00
CRB Disclosure	50.00	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

**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

Regulatory Services

Scale of Proposed Charges 1st April 2013

Current 2012/13	Proposed charge from 01/04/13
£	£

**Licensed Premises Automatic Notification Process**

Occasion on which fee may be payable	Current 2012/13	Proposed charge from 01/04/13
Grant	50.00	50.00

**Club Gaming Permits**

Occasion on which fee may be payable	Current 2012/13	Proposed charge from 01/04/13
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	Current 2012/13	Proposed charge from 01/04/13
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	Current 2012/13	Proposed charge from 01/04/13
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

**Prize Gaming Permits**

Occasion on which fee may be payable	Current 2012/13	Proposed charge from 01/04/13
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

Regulatory Services

Scale of Proposed Charges 1st April 2013

Proposed charge  
from 01/04/13

Current  
2012/13

£

£

**Small Lottery Registration (set by legislation)**

Occasion on which fee may be payable	Current 2012/13	Proposed charge from 01/04/13
Grant	40.00	40.00
Annual fee	20.00	20.00

**Premises Licence Fees**

**Adult Gaming Centre**

Occasion on which fee may be payable	Current 2012/13	Proposed charge from 01/04/13
Grant	1,180.75	1,180.75
Annual Fee	608.00	608.00
Variation	608.00	608.00
Transfer	708.50	708.50
Application for Provisional Statement	1,180.75	1,180.75
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

**Bingo Premises**

Occasion on which fee may be payable	Current 2012/13	Proposed charge from 01/04/13
Grant	2,066.50	2,066.50
Annual Fee	608.10	608.10
Variation	1,033.20	1,033.20
Transfer	708.50	708.50
Application for Provisional Statement	2,066.50	2,066.50
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	Current 2012/13	Proposed charge from 01/04/13
Grant	295.30	295.30

**Family Entertainment Centre**

Occasion on which fee may be payable	Current 2012/13	Proposed charge from 01/04/13
Grant	1,180.75	1,180.75
Annual Fee	561.25	561.25
Variation	608.10	608.10
Transfer	590.65	590.65
Application for Provisional Statement	1,180.75	1,180.75
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

	Current 2012/13	Proposed charge from 01/04/13
	£	£

**Betting Premises (excluding tracks)**

Occasion on which fee may be payable		
Grant	1,764.50	1,764.50
Annual Fee	353.50	353.50
Variation	882.00	882.00
Transfer	705.50	705.50
Application for Provisional Statement	1,764.50	1,764.50
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

### **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	1,905.00	1,050.00	1,905.00	1,050.00

Personal Licence £37.00 for 10 years

Temporary Event Notice £21.00 per notice





**REDDITCH BOROUGH COUNCIL****Finance and Resources**

Scale of Proposed Charges 1st April 2013

	<b>Current 2012/13</b>	<b>Proposed charge from 01/04/13</b>
	£	£

**Corporate Charges****Photocopying per copy**

A4 (black & white)	0.20	0.25
A4 (colour)	0.35	0.40
A3 (black & white)	0.30	0.35
A4 binding	1.60	1.70
A4 plastic cover	1.10	1.20
A3 (colour)	0.60	0.70
A2 (black and white)	0.50	0.60
A2 (colour)	Variable rate	Variable rate
A1 (black and white)	0.90	1.00
A1 (colour)	Variable rate	Variable rate
A0 (black and white)	1.70	1.80
A0 (colour)	Variable rate	Variable rate

**Other Corporate Charges**

Copy P60	5.00	5.25
Replacement ID badge	5.00	5.25
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

**NNDR**

- Summons	50.00	50.00
- Liability Order	25.00	25.00

**REDDITCH BOROUGH COUNCIL****Finance and Resources**

Scale of Proposed Charges 1st April 2013

Current 2012/13	Proposed charge from 01/04/13
£	£

**Property Services**

(all exclusive of VAT)

Consent for alterations to former Council house/flat	125.90	132.50
Retrospective Consent for alterations to former Council house/flat	157.35	165.50
Garden licence - initial administration fee (plus annual fee)	64.60	68.00
Freehold reversions - admin fee	305.55	321.00
Minor Lands Sales Request for Information	40.00	42.00
Minor Land Sales Full Application	300.00	315.00
Surveyors Fees - Estimated Fee	400.00	420.00
Solicitors Fees - Estimated Fee	400.00	420.00
Advertising - Estimated Fee	500.00	525.00
Deed of Grant/Easement	305.55	321.00
Licence to Assign	305.55	321.00
Authorised Guarantee Agreement	305.55	321.00
Licence for Alterations	305.55	321.00
Licence to Sub-let	305.55	321.00
Grant of Lease	305.55	321.00

**REDDITCH BOROUGH COUNCIL****Legal, Equalities & Democratic Services**

Scale of Proposed Charges 1st April 2013

	Current 2012/13 £	Proposed charge from 01/04/13 £
<b>Legal Costs</b>		
Mortgage Redemption Fee	54.10	57.00
Loan of Deeds for enquiry purposes	27.90	29.50
Second Mortgage questionnaire	37.35	39.50
Surrender of Garage Lease	61.65	65.00
Discount questionnaire	27.90	29.50
Leasehold Questionnaire	50.00	52.50
Mortgage Reference	48.65	51.00
Notice of Postponement during Right to Buy	20.85	22.00
Further Advance afterwards	27.90	29.50
Re-mortgage	48.65	51.00
Consent for alterations to former Council house/flat	125.90	132.50
Retrospective Consent for alterations to former Council house/flat	157.35	165.50
Garden licence - initial administration fee (plus annual fee)	64.60	68.00
Deed of Grant/Easement	305.55	321.00
Licence to Assign	305.55	321.00
Rent Deposit Deed	305.55	321.00
Authorised Guarantee Agreement	305.55	321.00
Licence for Alterations	305.55	321.00
Licence to Sub-let	305.55	321.00
Grant of Lease	305.55	321.00
Minor land sales - legal fees	400.00	420.00
Freehold reversions - admin fee	305.55	321.00
Copy of lease (up to 25 pages)		
Copies of RTB service charges (up to last three years)		
Extra copies of valuation - S.125 Notice		
	<b>Standard photocopying charge for no &amp; size of pages</b>	

**Section 106**

Private Owner	420.00	441.00
Each additional unit added (up to a maximum of £1,500) *	52.50	55.50
100% Affordable housing schemes	787.50	827.00
Fee for agreeing a unilateral undertaking	300.00	315.00
* Please note that for complex 106 agreements charges may be calculated based at the Law Society regional rates for legal work to reflect the time taken to complete the negotiations and drafting. Fees calculated under this provision may exceed £1,500		

VAT payable on all fees and charges



**REDDITCH BOROUGH COUNCIL****Housing Services**

Scale of Proposed Charges 1st April 2013

	Current 2012/13	Proposed charge from 01/04/13
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	£	£
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(VAT outside scope unless otherwise stated)

**Dispersed Units**

	Current 2012/13	Proposed charge from 01/04/13
Water charge	3.70	4.20
Service Charge		
Minimum Charge	11.75p.w	12.10
Maximum Charge	12.80p.w	13.20

**Service Charges**

Three Storey Flats*	6.40	6.40
Woodrow Estate	3.20	3.30
Evesham Mews	5.30	5.50
St David's House	10.90	11.25
Queen's Cottages	4.40	4.55
Replacement Key Fobs (each)	5.70	6.00

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

**Sheltered Scheme (VAT inclusive)**

Use of washing machines	2.00	2.00
Use of drying machines	1.50	1.50
Use of guest bedrooms per night	12.90	13.00
Hire of communal lounge per hour	9.30	9.50
Laundry Charge	5.00	5.00

**St David's House**

Heating charge	6.60	6.80
Water charge	2.90	3.00

**Mendip House**

Gas boiler and cooker F1/B3	8.00	8.20
Gas boiler and cooker F1/1(B)	9.50	9.70

**Bredon House**

Gas boiler and cooker F1/1(A)	7.30	7.50
Gas boiler and cooker F1/1(B)	7.30	7.50
Gas boiler and cooker F3/BS	7.30	7.50
Gas boiler and cooker F1/2P	8.20	8.40

**Malvern House**

Gas boiler and cooker F1/BS	7.40	7.60
Gas boiler and cooker F1/1	7.80	8.00
Gas boiler and cooker F1/2	8.30	8.50

**REDDITCH BOROUGH COUNCIL****Housing Services**

Scale of Proposed Charges 1st April 2013

	Current 2012/13 £	Proposed charge from 01/04/13 £
<b>Mendip House</b>		
Gas boiler & electric cooker F1/B3	6.80	7.00
Gas boiler & electric cooker F1/1	8.30	8.60
<b>Bredon House</b>		
Gas boiler & electric cooker F1/1(A)	5.10	5.30
Gas boiler & electric cooker F1/1(B)	5.20	5.40
Gas boiler & electric cooker F3/BS	5.20	5.40
Gas boiler & electric cooker F1/2P	5.90	6.10
<b>Malvern House</b>		
Gas boiler & electric cooker F1/BS	5.30	5.50
Gas boiler & electric c ooker F1/1	5.40	5.60
Gas boiler & electric cooker F1/2	6.10	6.30
<b>Garage Rents</b>		
Garages	7.70	7.70
Car Ports	2.90	2.90
Non Council Tenants plus VAT	9.20	9.25
<b>Rechargeable Repairs</b>		
Boarding up a domestic property:		
Minimum charge	19.90	20.50
Maximum charge	Full cost	Full cost
Glazing:		
Minimum charge	40.90	42.10
Maximum charge	Full cost	Full cost
Lock replacement:		
Minimum charge	23.35	24.00
Maximum charge	Full cost	Full cost
Larger repairs (eg door, w/c replacement):		
Minimum charge	One third	One third
Maximum charge	Full cost	Full cost
Out of hours call out	30.90	32.00
<b>St. David's House Luncheon Club</b>		
Residents	3.40	3.50
Non Residents (Over 60) (inc VAT)	4.30	4.45
All Others (inc VAT)	5.50	5.70
Drinks	0.40	0.45
<b>Home Support Service</b>		
Full Charge	13.22	14.20
Protected Charge	4.00	6.00
Emergency Response Home Support	3.60	3.70
<b>Tenants' Support – St David's House/Queen's Cottages</b>		
Full Charge	59.10 p.w.	60.80
<b>Landlords References</b>		
Landlords references	47.70	49.10

Planning and Regeneration

Scale of Proposed Charges 1st April 2013

Current Charge 2012/13 £	Proposed charge from 01/04/13 £
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Charges include VAT unless stated

**DEVELOPMENT PLAN DOCUMENTS**

**Previous Local Plans**

Borough of Redditch Local Plan No.1: Written statement and proposals map	9.33	9.60
Borough of Redditch Local Plan No.2: Written statement and proposals map	24.19	24.90
Inspectors Report (1993 & 1995)	5.54	5.70

**Local Development Framework Documents (LDF)**

Borough of Redditch Local Plan No.3: Written statement and proposals map	59.05	60.80
Inspectors Report	29.00	29.90
Local Development Scheme (LDS)	17.30	17.80
Statement of Community Involvement (SCI)	17.30	17.80
Scoping Report for Development Plan Documents	17.30	17.80

**Monitoring Documents**

Housing Commitments in Redditch Borough since 1 April 1996	28.80	29.70
Housing Completions on Large and Small Sites in Redditch Borough since 1 April 1996	28.80	29.70
Replacement Dwellings Monitoring since 1 April 1996	28.80	29.70
Annual Commitments & Completions on Small Windfall Sites since 1 April 1996	28.80	29.70
Provision of Affordable Housing since 1 April 1996	28.80	29.70
Employment Land Supply in Redditch Borough since 1 April 1996	28.80	29.70
Annual Monitoring Report	28.80	29.70

**Other Documents**

Feckenham Housing Needs Assessment	5.85	6.00
Redditch Housing Needs Assessment	11.60	11.90
Residential Urban Capacity Study	40.40	41.60
Open Space Needs Assessment	40.40	41.60
Schedule of Buildings of Local Interest	28.80	29.70
North West Redditch Master Plan Documents		
- Report	17.30	17.80
- Transport Report Appendix	11.60	11.90
- Landscape Appendix	11.60	11.90

Planning and Regeneration

Scale of Proposed Charges 1st April 2013

Current Charge 2012/13 £	Proposed charge from 01/04/13 £
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**Supplementary Planning Documents/ Guidance**

Affordable Housing Provision (2000)	17.30	17.80
Encouraging Good Design	17.30	17.80
General Mobility Housing - Design Standards	5.55	5.70
General Mobility Housing - Needs Assessment	2.90	3.00
Employment Land Monitoring (SPG)	17.30	17.80
All new Supplementary Planning Documents (SPD's)	17.30	17.80

**Development Management Charges**

High Hedge Complaints	205.00	211.00
Permitted Development Enquiry		
- Householder	27.00	27.00
- Other	54.00	54.00

**Pre-application discussions**

Householder	43.00	43.00
- Additional meetings	21.00	21.00
Advertisements	54.00	54.00
- Additional meetings	27.00	27.00
Change of use	161.00	161.00
- Additional meetings	81.00	81.00
Telecommunications	161.00	161.00
- Additional meetings	81.00	81.00
Other	107.00	107.00
- Additional meetings	54.00	54.00

**Pre-application Advice**

1-4 dwellings/0.5ha or less/499m <sup>2</sup> or less	268.00	268.00
- Additional meetings	107.00	107.00
5-9 dwellings/0.6 - 0.99ha/500-999m <sup>2</sup>	537.00	537.00
- Additional meetings	107.00	107.00
10-49 dwellings/1.0 - 1.25ha/1000-2499m <sup>2</sup>	1072.00	1072.00
- Additional meetings	536.00	536.00
50-199 dwellings/1.26 - 2.0ha/2,500 – 9,999m <sup>2</sup>	2145.00	2145.00
- Additional meetings	793.00	793.00
200+ dwellings/2ha or more/10,000m <sup>2</sup>	3217.00	3217.00
- Additional meetings	1072.00	1072.00



Planning and Regeneration

Scale of Proposed Charges 1st April 2013

Current Charge 2012/13 £	Proposed charge from 01/04/13 £
--------------------------------	---------------------------------------

**LOCAL LAND CHARGES**

Search Type		Fee
Official Certificate of Search (LLC1) only		24.00
CON29R Enquiries of Local Authority (2007)		£81 Residential
		£119 Commercial
Standard Search Fee: LLC1 and CON 29R combined		£105 Residential
		£143 Commercial
CON 29O Optional enquiries of Local Authority (2007)		
(Questions 4,5,6,8,9,11,15)		£11 each question
(Questions 7,10,12,13,14,16-21)		£5.50 each question
(Question 22)		22.00
Extra written enquiries (Refer to Worcestershire County Council for Highways enquiries)		44.00
Each additional parcel of land (LLC1 and CON29R)		20.00
		(£1 - LLC1, £19 - CON 29R)
Refresher Search	35.00	36.00

**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	£108.00/qtr	£108.00/qtr
Gold	£204.00/qtr	£204.00/qtr
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 2013/14 for business centres and secretarial services

Planning and Regeneration

Scale of Proposed Charges 1st April 2013

Current Charge	Proposed charge from
2012/13	01/04/13
£	£

**OUTDOOR MARKET RENTS (VAT exempt)**

<b>Stall or flower pitch - no electricity</b>		
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

<b>Van Pitch or food trailer - with electric</b>		
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

## **EXECUTIVE COMMITTEE**

12th February 2013

### **DISPOSAL OF HEWELL ROAD SWIMMING BATHS AND ADJACENT PLAY AREA FOR AFFORDABLE HOUSING**

Relevant Portfolio Holder	Cllr M Shurmer & Cllr P Mould
Portfolio Holder Consulted	Yes
Relevant Head of Service	Sue Hanley, Deputy Chief Executive/ Executive Director – Leisure, Environmental & Community Services
Wards Affected	All
Ward Councillor Consulted	Yes
Key Decision	

#### **1. SUMMARY OF PROPOSALS**

- 1.1 On 4th October 2011 the site of Hewell Road Pool (including the adjacent play area), was declared surplus and Officers were tasked with identifying options for the disposal of the site for residential use.
- 1.2 This report brings forward a proposal for the disposal to a Registered Provider for the development of affordable housing, to be selected on the basis proposed within the report and subject to a further report to the Executive following the outcome of the selection process.
- 1.3 The site will be offered to the Council's preferred Registered Provider partners to submit a development proposal which will be assessed by a Member & Officer group in accordance with the selection criteria (appendix 2).
- 1.4 Should the selection process fail to identify a suitable development by a Registered Provider the option to sell the site on the open market for housing development will be included in the further report referred to at 1.2, above.

#### **2. RECOMMENDATIONS**

**The Executive Committee is asked to RESOLVE that:**

- 1) the option to dispose of the Hewell Road swimming baths site and adjacent play area (plan at appendix 1) by sale or transfer for the development of affordable Housing to a Registered Provider from the Council's Preferred Partner list be pursued;**
- 2) the selection criteria (appendix 2) be agreed;**

**EXECUTIVE  
COMMITTEE**

12th February 2013

- 3) **Officers invite development submissions for the site from the Council's Preferred Partner Registered Providers;**
- 4) **a selection panel be formed of Members, and supported by Officers to assess and evaluate the submissions and nominate the proposed partner; and**
- 5) **the selection panel brings a further report to the Executive for the formal selection of the successful submission.**

**3. KEY ISSUES****Financial Implications**

- 3.1 The Council's Capital Programme currently has allocated £210,000 for demolishing the swimming baths. This will no longer be required.
- 3.2 The Council is currently paying to secure the site at £137 per week and the cost to date is:

31 Jan 12 to 31 Mar 12	£ 964.81
Apr – Jun 12	£1,513.87
Jul – Sept 12	£2,458.42
Oct – Dec 12	<u>£1,901.22</u>
Total	£6,838.32

- 3.3 The development of affordable housing will increase the Council's new homes bonus.

**Legal Implications**

- 3.4 The site was declared surplus by the Executive Committee on 4th October 2011 and Officers were tasked with identifying options for disposing of the site for residential use. The first proposal, as set out in this report, is to invite development submissions from the Council's Preferred Partner Registered Providers for a development of affordable housing to be put forward and approved by Executive following selection through an approved assessment process, as also set out in this report.
- 3.5 Under the General Disposal Consent (England) 2003 it is permissible to make disposals at less than best consideration if those disposals contribute to the social, economic and environmental well-being of the area.

**EXECUTIVE  
COMMITTEE****12th February 2013**

- 3.6 As the preferred option being recommended by Officers is for disposal to a Registered Provider (RP) the sale at an under value amounts to the Borough Council providing financial assistance under sections 24 and 25 of the Local Government Act 1988 for which a section 25 General Consent for disposal of land to an RP is required. The proposal comes within General Consent A which provides that a Local Authority may provide an RP with any financial assistance or any gratuitous benefit consisting of disposal to the RP of land for development as housing accommodation.
- 3.7 A further condition of the Consent is that the aggregate value of the proposed assistance and any assistance provided previously to this or any other RP under this Consent A in the same financial year does not exceed £10 million.
- 3.8 A further report to the Executive Committee will be required at the conclusion of the selection process, either to recommend the successful development or, should no successful development be chosen, to consider an alternative disposal, likely to be to sell the site on the open market for residential housing use.

**Service / Operational Implications**

- 3.9 Hewell Road swimming baths was closed to the public on the 31 January 2012.
- 3.10 The Council's preferred partners for the development of affordable housing was approved at Council on 14th September 2009 and includes the following registered providers
- a) Accord/Redditch Coop Homes
  - b) Festival
  - c) Rooftop
  - d) Sanctuary
  - e) Bromsgrove District Housing Trust & West Mercia
- 3.11 The Council has not disposed of any land through this partnership therefore Officers have created the attached selection criteria (appendix 2) to ensure the selection of a provider is robust.
- 3.12 A Member selection panel is required to assess the submission against the agreed criteria.

**EXECUTIVE  
COMMITTEE****12th February 2013****Customer / Equalities and Diversity Implications**

- 3.13 The disposal will assist in meeting the affordable housing demand and increase the supply of affordable housing in the Borough and assist in mitigating the impacts of Welfare Reform.
- 3.14 The proposal will mean the loss of a play area however Officers have confirmed this play area is not well used and suffers with anti social behaviour.
- 3.15 Local Ward members Councillor Stephens and Councillor Hill have advised they are in agreement with the inclusion of the play area within the disposal. At the time of writing this report Councillor Quinney had not been able to provide comments on this proposal.

**4. RISK MANAGEMENT**

<b>RISK</b>	<b>CONSEQUENCE</b>	<b>CONTROLS</b>
No proposal is submitted or no successful development selected.	Affordable homes not built and site remains vacant and Council still incurs costs to secure.	Unsuccessful outcome to first option for disposal will result in alternative option, to sell property on open market, to be made.

**5. APPENDICES**

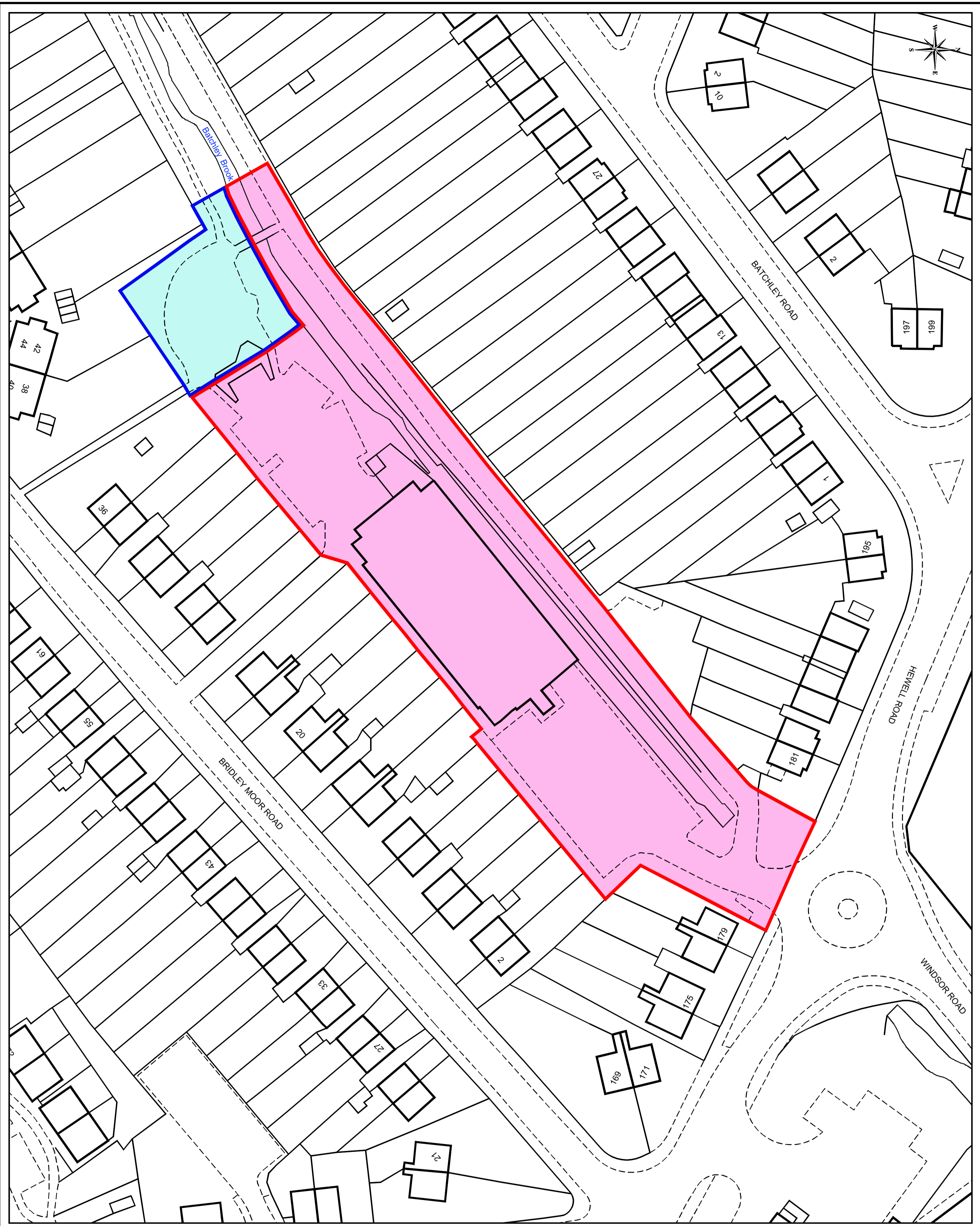
- Appendix 1 – Site Plan  
 Appendix 2 – Development brief and selection criteria.  
 Appendix 3 – Site valuations (Confidential)

**6. BACKGROUND PAPERS**

Preferred Partner Policy

**AUTHOR OF REPORT**

Name: Matthew Bough – Housing Strategy & Enabling Team Leader  
 E Mail: [matthew.bough@bromsgroveandredditch.gov.uk](mailto:matthew.bough@bromsgroveandredditch.gov.uk)  
 Tel: 3120



**Key**

	Site Area - 0.56 ha (1.38 acres)
	Existing Play Area 0.08 ha (0.20 acres)

Date	19/11/2012	Drawn	A	Existing Play Area delineated
Rev				

Project:  
**Hewell Road Swimming Pool  
Batchley**

Drawing:  
**Site Area**

Drawn: PTL Scale: 1/500  
 Surveyed: OS Date: Apr 2012

Drawing No: **P2049/91A**

**Engineering and Design**  
 Town Hall  
 Walter Stranz Square  
 Redditch  
 Worcs B98 8AH



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 Ordnance Survey 100024252





# Hewell Road Swimming Pool Development Brief



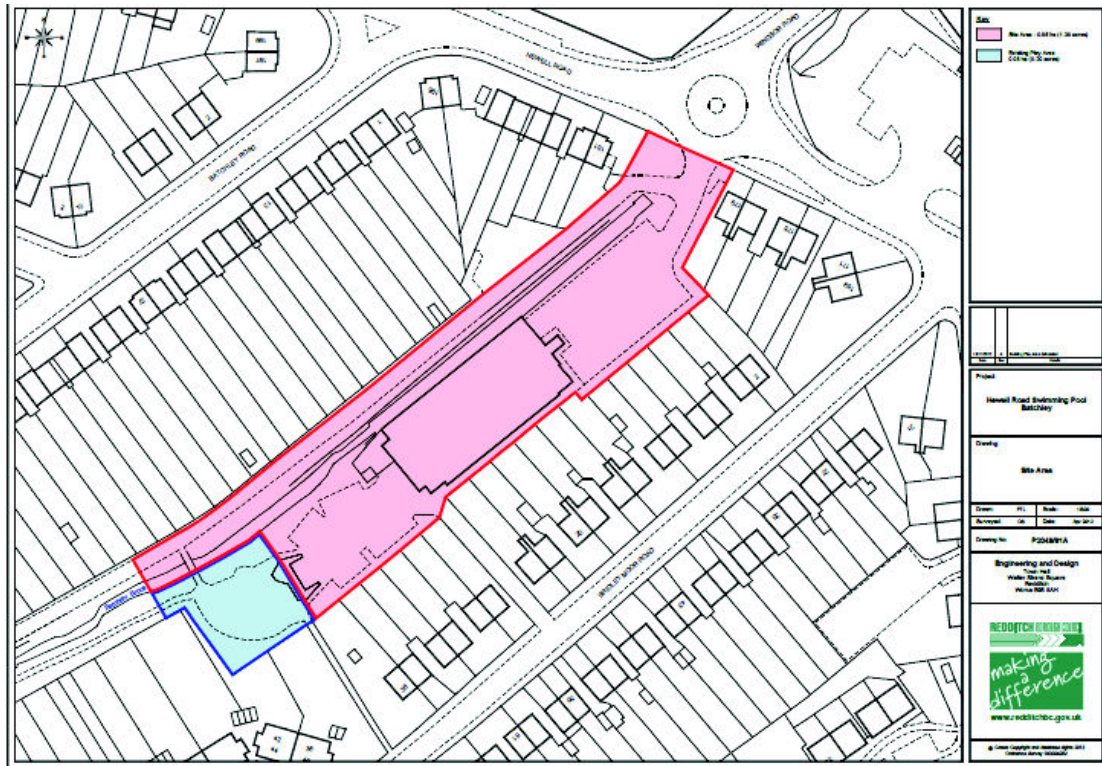
**December 2012**

## **Introduction**

The Hewell Road Swimming pool site was declared surplus by the Council in October 2011, following the redevelopment of the Abbey Stadium which introduced a new swimming facility in the Town.

The Council is committed to increasing the numbers of affordable housing in the Borough and has identified this site for potential development of affordable housing in partnership with a Registered Provider on the Councils Preferred Partners list.

## **Site and local area information**



The building is a single storey traditional brick structure with rendered finish to external walls. The main building consists of a swimming pool and changing rooms and to the south two single storey extensions of flat roof construction. To the north there are two single storey extensions with timber framed pitched roofs with profiled asbestos cement roof coverings.

The original swimming pool was constructed in the late 19th century with the single storey building enclosure constructed in approximately the 1930's.

The site consists of two areas with Batchley Brook running parallel to the site.

The main area (Red) is 0.56 ha (1.38 acres) in size and is occupied by the swimming pool complex and as part of the redevelopment it is expected that this will be demolished.

The second area (Blue) is 0.08 ha (0.20 acres) in size and occupied by play equipment. Following consultation with relevant Council Officers this play area is not suitable and it is expected that this area will form part of the development area.

### **Land Ownership**

The Council is the freeholder of the land within the red and blue thick lines. This freehold is subject to a Covenant restricting the use of the site to leisure land. Company searches have not enabled the Council to locate Earl of Plymouth Estates or their successors. The Council will take out an indemnity policy to cover any future potential claims.

### **Planning**

Planning Policy has confirmed the site is currently white land with a green corridor and they are not adverse to the site coming forward for housing as this is white land and a Brownfield site. Partners will need to consider the following issues in their submission

- Drainage
- Flooding
- Access to the site
- Density
- Opportunities to improve the green corridor

### **The surrounding area**

The site is on the edge of the residential area of Batchley. Batchley was originally a council owned estate developed over 50 years ago. Whilst the council is still the largest social housing provider in the area a large number of properties have been sold through the Right to Buy. The site is adjacent to the Enfield industrial estate with a small traffic island at the opening of the site

The site is within lower super output area Redditch 003c which is an area of high deprivation as described below.

		<b>Super Output Area Lower Layer</b>
<b>Redditch 003C</b>		
Index of Multiple Deprivation Rank where 1 is the most deprived	Rank	3272
Rank of Income Score	Rank	4037
Rank of Employment Score	Rank	4225

Rank of Health Deprivation and Disability Score	Rank	1824
Rank of Education Skills and Training Score	Rank	2027
Rank of Barriers to Housing and Services Score	Rank	11185
Rank of Crime Score	Rank	3923
Rank of Living Environment Score	Rank	17007
Total of 33,844 areas in England		

### **Affordable Housing Requirements**

Redditch has a high need for affordable housing with over 190 additional dwellings required each year. Council officers have undertaken a detailed analysis of the Council's housing waiting list and identified the housing needs required to mitigate the impacts of Welfare Reform. There is a need for all types of properties; however the most need is for two bedroom houses. In considering welfare reform the Council will require any two bedroom properties to have two double bedrooms to enable 4 occupiers.

The selection criteria below, identifies the categories and criteria on which the Council will make its decision on selecting a development proposal.

### **Selection Criteria**

The Council will expect the current building on the site to be cleared within 6 months of the transfer of the land from the Council. The Council does not want to be prescriptive on what type of development is delivered on the site, however there are certain criteria that the Council will insist upon. These are any rented accommodation developed must meet Lifetime Homes standards and the development must meet 'Secured by Design' principles.

<b>CATEGORY</b>	<b>CRITERIA</b>	<b>SCORE</b>	<b>TOTAL SCORE</b>
Environmental Design (Max Score 20)	Code of Sustainable Homes level 4	10	
	Code of Sustainable Homes level 5	15	
	Code of Sustainable Homes level 6	20	
Tenure Mix (Max Score 30)	All Social Rented	30	
	All Affordable Rented Model	20	
	Mixed Tenure (Rented/Shared	15	

	Ownership		
	All Shared Ownership	10	
Sustainability (Max Score 20)	100% nominations to the Council in perpetuity	10	
	Flexible Tenancies	-5	
	Affordable in Perpetuity	10	
Resident Involvement (Max Score 20)	Detailed involvement in management of properties and the selection of internal fixtures and finishing	20	
	Limited involvement in management of properties and the selection of internal fixtures and finishing	10	
Management Office location (Max Score 10)	within Redditch Borough	10	
	Within Worcestershire	5	
Employment (Max Score 10)	Apprenticeships created on the development	10	
Capital receipt to Council (Max Score 10)		10	
<b>TOTAL</b>			<b>/120</b>



By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted





**EXECUTIVE COMMITTEE**

12th February 2013

**NOMINATION OF AN ASSET OF COMMUNITY VALUE**

Relevant Portfolio Holder	Cllr Greg Chance
Portfolio Holder Consulted	√
Relevant Head of Service	Ruth Bamford – Head of Planning and Regeneration
Wards Affected	All Wards
Key Decision – Yes	

**1. SUMMARY OF PROPOSALS**

To consider a request to list the Redditch Youth House as an Asset of Community Value

**2. RECOMMENDATIONS**

**That Executive Committee approve the listing of the Redditch Youth House as an Asset of Community Value**

**3. KEY ISSUES**

- 3.1 As Members are aware from previous reports the Localism Act included the 'Community Right to Bid' which gave communities a right to identify a building or other land that they believe to be of importance to their community's social well-being so that if it comes up for sale there is a six month period within which they can prepare their bid to buy the asset. The property in question can then be sold on the open market. Community groups have the same rights as any other bidders but there is no preference given to the local community bid.
- 3.2 Officers have received a nomination for the Redditch Youth House which is owned by the County Council and currently vacant. The nomination has been made by the Redditch Youth and Community Enterprise (RYCE) who are a recently formed organisation with the aim to enable all groups within Redditch to use the centre for a variety of activities. The group have been successful in receiving initial external funding to prepare a feasibility study and are currently preparing a business plan to secure funding to purchase the building.
- 3.3 The County Council have been consulted as part of the process and they have confirmed that they have no objection to the asset being placed on the register.
- 3.4 Consideration of the nomination has been undertaken by the Portfolio Holder for Planning and Regeneration, as prescribed in the current process and it is understood that the approval of the nomination would support the provision of community activities within the Borough.

**EXECUTIVE COMMITTEE**

12th February 2013

**Financial Implications**

- 3.5 There are no financial implications for the Council as the ongoing security of the building and any associated costs will be the responsibility of the County Council. Claims for costs incurred can only be made by private owners not Local Authorities.

**Legal Implications**

- 3.6 There is a legal requirement within the Localism Act 2011 to implement the provisions as defined for Assets of Community Value regulations 2012.

**Service/Operational Implications**

- 3.7 There are no specific operational implications for the Borough. The list of nominated assets will be maintained by Land Charges officers and will be available on the Councils Website.

**Customer / Equalities and Diversity Implications**

- 3.8 The approval of the nomination of the Youth House will enable the community group to have a 6 month period to generate sufficient funds to purchase the building to provide community facilities.
- 3.9 The following is an extract from the nomination from Redditch Youth and Community Enterprise in support of the community impact:

- *RYCE intend to use the building as a community hub. Maximising its facilities during the day as well as the evening, giving an opportunity for all members of Redditch's diverse multicultural society to become fully engaged with its amenities. The following are examples of the kind of programmes that are envisaged; youth club, mother and toddlers, music, activities for the elderly, sports activities for able and disabled groups. We will also encourage classes that promote a healthy lifestyle. The buildings individual rooms will be available to hire.*

**4. RISK MANAGEMENT**

- 4.1 The register will be maintained to ensure that all assets nominated are included to mitigate any risks associated with assets not being included on the register. Consideration by officers and members will be

**EXECUTIVE COMMITTEE**

12th February 2013

undertaken at each nomination to ensure a consistent approach is taken.

**AUTHOR OF REPORT**

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Tel: (01527) 881202



**EXECUTIVE  
COMMITTEE**

12<sup>th</sup> February 2012

**QUARTERLY MONITORING OF WRITE OFFS – 1<sup>ST</sup> APRIL – 31<sup>ST</sup> DEC 2012**

Relevant Portfolio Holder	Councillor Mould
Portfolio Holder Consulted	
Relevant Head of Service	Teresa Kristunas, Head of Finance & Resources
Wards Affected	All

**1. SUMMARY OF PROPOSALS**

- 1.1 Members are requested to consider the action taken by officers with respect to the write off of debts during the first three quarters of 2012/13 and to note the profile and/or level of outstanding debt.

**2. RECOMMENDATIONS**

**The Executive is requested to RESOLVE that:**

**Subject to any comments, the contents of the report be noted.**

**3. KEY ISSUES**

- 3.1. In 2010/11 members approved a revised Write Off Policy which changed the process for the reporting and approval process for the writing off of debts due to the Council. The revised Policy requires officers to report to members of the actual level of write offs and the profile of outstanding debt.

- 3.2. The current bad debts provisions are as follows:

	£
Council Tax	249.2
Housing Revenue Account	586.8
Sundry Debtors	114.8
Benefits	227.1
Misc.	<u>3.3</u>
Total	<u>1,181.2</u>

**Financial Implications**

- 3.4.1 The current bad debt provisions are adequate in relation to level of write offs and the level of outstanding debt.

**Legal Implications**

- 3.5. There are no legal implications.

**Service / Operational Implications**

**EXECUTIVE  
COMMITTEE**

12<sup>th</sup> February 2012

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3.6 No direct implications.

**Customer / Equalities and Diversity Implications**

3.7. No direct implications.

**4. RISK MANAGEMENT**

There are no risks identified.

**5. APPENDICES**

Appendix 1 – Write offs 1<sup>st</sup> April 2012 – 31<sup>st</sup> Dec 2012

Appendix 2 - Aged Debt Profile for Sundry Debts and Former Tenant  
Arrears

Council Tax Arrears and Business Rates Arrears as at 31st  
Dec 2012.

Appendix 3 – Write off of Overpaid Housing Benefit 1<sup>st</sup> April 2012 – 31st  
Dec 2012

**6. BACKGROUND PAPERS**

There are no background papers with this report.

**AUTHORS OF REPORT**

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**EXECUTIVE  
COMMITTEE**12<sup>th</sup> February 2012**Appendix 1****Write Offs of Council Tax and Non-Domestic Rates**  
**1<sup>st</sup> April – 31<sup>st</sup> Dec 2012**

<b>Council Tax Period</b>		<b>01/04/12 - 31/12/12</b>
CT - 01	Gone away	37,511.82
CT - 02	Deceased no funds in estate	1,534.04
CT - 03	Bankruptcy	21,542.19
CT - 04	Statue Barred	1,057.77
CT - 06	Uneconomical to pursue	5,721.93
CT - 09	Automatic w/o +1/-1p	0.01
CT - 10	Balance under £5.00	20.83
CT - 11	Other	-466.48
CT - 12	Credits - unable to refund	-14,645.31
CTAX	Original w/o code	-255.29
<b>Total</b>		<b>52,091.89</b>

<b>NDR Period</b>		<b>01/04/12 - 31/12/12</b>
NDR - 01	Gone away	35,689.00
NDR - 03	Liquidation/Winding up	181,592.26
NDR - 06	Uneconomical to pursue	132.92
NDR - 09	Automatic w/o +1/-1p	0.01
NDR - 10	Ratepayer deceased	16,908.21
NDR - 11	Credits - unable to refund	-3,438.48
<b>Total</b>		<b>230,883.92</b>

**EXECUTIVE  
COMMITTEE**12<sup>th</sup> February 2012**Write Offs of Sundry Debts and Former Tenant Arrears (HRA)**  
**1<sup>st</sup> April 2012– 31<sup>st</sup> Dec 2012**

<b>Sundry Debts</b>	<b>Reason</b>	<b>01/04/12 – 31/12/12 £</b>
SDR – 01	Gone away	49,000.23
SDR – 02	Imprisonment	475.00
SDR – 03	Liquidation/Bankrupt	26,271.91
SDR – 04	Statue Barred	11,290.39
SDR – 05	Remitted by Court	
SDR – 06	Uneconomical to pursue	37,570.55
SDR – 07	Debt Matching	15,083.48
SDR – 08	Discretionary/Hardship	30.44
SDR – 09	Automatic w/o +1/-1p	
SDR – 10	Debtor deceased	7,115.88
SDR – 11	Credits - unable to refund	
<b>Total</b>		<b>146,837.88*</b>

\* £66,247 will be charged against the bad debt provision. The balance will be charged direct to services.

<b>Former Tenant Arrears</b>	<b>Reason</b>	<b>01/04/12 - 31/12/12 £</b>
FTA – 01	Gone away	35,332.68
FTA – 02	Imprisonment	237.60
FTA – 03	Liquidation/Bankrupt	6,783.77
FTA – 04	Statue Barred	5,132.82
FTA – 05	Remitted by Court	
FTA – 06	Uneconomical to pursue	32,444.01
FTA – 07	Debt Matching	224.96
FTA – 08	Discretionary/Hardship	72.90
FTA – 09	Automatic w/o +1/-1p	
FTA – 10	Tenant deceased	4,382.46
FTA – 11	Credits - unable to refund	
<b>Total</b>		<b>84,611.20</b>



**EXECUTIVE  
COMMITTEE**12<sup>th</sup> February 2012**Appendix 2****Aged Debt profiles for Sundry Debts and Former Tenant  
Arrears - 1<sup>st</sup> April 2012 to 31<sup>st</sup> Dec 2012****Sundry Debts**

<b>Age</b>	<b>Arrears as at 30/06/2012</b>	<b>Arrears as at 30/09/2012</b>	<b>Arrears as at 31/12/2012</b>
	<b>£</b>	<b>£</b>	
0 - 3 months	1,239,358.44	1,528,852.03	958,640.40
3 - 6 months	133,167.29	170,763.67	106,739.47
6 - 12 months	158,409.83	149,707.20	184,868.46
12 - 24 months	311,414.66	304,976.93	256,879.14
24 months and over	656,332.27	619,788.41	580,516.65

**Former Tenants**

<b>Age</b>	<b>Arrears as at 30/06/2012</b>	<b>Arrears as at 30/09/2012</b>	<b>Arrears as at 31/12/2012</b>
	<b>£</b>	<b>£</b>	
0 - 3 months	23,311.75	33,082.71	25,536.20
3 - 6 months	16,523.92	18,221.75	31,982.32
6 - 12 months	58,753.51	41,807.08	30,247.00
12 - 24 months	71,106.40	66,512.47	79,425.99
24 months and over	190,961.89	184,057.64	172,948.97

**EXECUTIVE  
COMMITTEE**12<sup>th</sup> February 2012**Council Tax Arrears**

<b>Year</b>	<b>Arrears Total as at 30/06/12</b>	<b>Arrears Total as at 30/09/12</b>	<b>Arrears Total as at 31/12/12</b>
<b>1996/97</b>	734.68	582.96	922.96
<b>1997/98</b>	1,115.61	1,052.33	1,052.33
<b>1998/99</b>	2,596.19	2,428.59	2,310.35
<b>1999/00</b>	6,670.78	6,347.03	6,868.27
<b>2000/01</b>	10,702.52	10,522.82	9,934.05
<b>2001/02</b>	19,083.45	18,357.06	17,174.38
<b>2002/03</b>	25,592.61	24,583.09	22,720.84
<b>2003/04</b>	40,027.58	36,683.47	35,136.99
<b>2004/05</b>	63,535.51	59,960.32	56,380.35
<b>2005/06</b>	86,473.54	80,478.36	75,137.04
<b>2006/07</b>	136,912.04	130,896.98	122,750.68
<b>2007/08</b>	175,632.70	165,931.76	155,946.08
<b>2008/09</b>	213,806.34	201,078.70	190,286.21
<b>2009/10</b>	264,459.34	241,137.80	226,274.98
<b>2010/11</b>	361,723.86	331,117.49	308,207.13
<b>2011/12</b>	630,406.76	533,314.16	451,966.41
<b>Total</b>	<b>2,039,473.51</b>	<b>1,844,472.92</b>	<b>1,683,069.05</b>

**EXECUTIVE  
COMMITTEE**12<sup>th</sup> February 2012**Business Rates Arrears**

<b>Year</b>	<b>Arrears Total as at 30/06/12</b>	<b>Arrears Total as at 30/09/12</b>	<b>Arrears Total as at 31/12/12</b>
<b>2000/01</b>	600.50	344.49	0.00
<b>2001/02</b>	2,222.72	1,938.42	125.35
<b>2002/03</b>	11,269.43	11,075.00	8,989.83
<b>2003/04</b>	13,281.67	13,005.36	11,923.72
<b>2004/05</b>	20,779.80	20,423.60	18,422.52
<b>2005/06</b>	21,778.48	24,217.83	23,709.63
<b>2006/07</b>	43,472.11	44,746.45	38,839.42
<b>2007/08</b>	108,596.53	99,002.62	93,254.45
<b>2008/09</b>	104,483.58	93,846.43	86,256.06
<b>2009/10</b>	79,234.83	48,054.86	32,418.11
<b>2010/11</b>	249,601.11	228,307.30	168,704.50
<b>2011/12</b>	322,016.70	263,473.97	147,146.56
<b>Total</b>	<b>977,337.46</b>	<b>848,436.33</b>	<b>629,787.15</b>

**EXECUTIVE  
COMMITTEE**12<sup>th</sup> February 2012**Appendix 3****Write off of Overpaid Housing Benefit – 1<sup>st</sup> April 2012 to 31st  
Dec 2012**

<b>Housing Benefit Write-Offs as at 31/12/2012</b>		
<b>Reason</b>	<b>Amount £</b>	<b>No. of cases</b>
Possible Write back	1,025.46	2
Deceased	2,892.23	17
Debt Relief Order	8,378.11	25
Hardship/Compassion	1,948.28	5
Not reasonable to recover	24,725.29	158
Uneconomic to recover	1,130.34	27
No prospect of recovery	11,160.98	24
<b>Totals</b>	<b>£51,260.69</b>	<b>258</b>

**EXECUTIVE COMMITTEE**

12<sup>th</sup> February 2013

**REPORT OF THE INDEPENDENT REMUNERATION PANEL –  
RECOMMENDATIONS FOR MEMBERS’ ALLOWANCES FOR 2013-14**

Relevant Portfolio Holder	Councillors B Hartnett, Leader and P Mould, Portfolio Holder for Corporate Management
Portfolio Holder Consulted	Yes
Relevant Head of Service	Claire Felton
Ward(s) Affected	All
Ward Councillor(s) Consulted	N/A
Non-Key Decision	

**1. SUMMARY OF PROPOSALS**

Each Council is required by law to have an Independent Remuneration Panel which recommends the level of allowances for Councillors. The Panel for Redditch also makes recommendations to the other District Councils in Worcestershire. The Panel’s report is enclosed for consideration by the Executive Committee and ultimately by the Council.

**2. RECOMMENDATIONS**

**The Committee is asked to consider the report and recommendations and RECOMMEND to Council**

**whether or not to accept the recommendations of the Independent Remuneration Panel for 2013-14.**

**3. KEY ISSUES**

**Financial Implications**

- 3.1 If the Council was to accept the recommendations in full, the budget for Members’ allowances for 2013-14 would be approx. £197,400. This would be an increase of £58,300 on the total in the current year.

**Legal Implications**

- 3.2 The Council is required to “have regard” to the recommendations of the Panel. However, it is not obliged to agree to them. It can choose to implement them in full or in part, or not to accept them.

**Service/Operational Implications**

- 3.3 There are no direct service or operational implications arising from this report. Once the Council has agreed the allowances for 2013-14 Officers will update and publish the Members’ Allowances Scheme as appropriate.

**Customer/Equalities and Diversity Implications**

3.4 None arising from this report.

**4. RISK MANAGEMENT**

Payments to Councillors can be a high profile issue. The main risks are reputational. However, the Council is transparent about the decisions made on allowances. The Allowances scheme and sums paid to Councillors each year are published on the Council's website.

**5. APPENDICES**

None.

**6. BACKGROUND PAPERS**

None.

**AUTHOR OF REPORT**

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**Independent Remuneration Panel for Worcestershire  
District Councils**

**Annual Report and Recommendations for 2013-14**

**Redditch Borough Council**

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**December 2012**

Contents	Page
Recommendations to Council	1
Background Evidence and Research Undertaken	2
Basic Allowance 2013/14	3
Special Responsibility Allowances 2013/14	4 - 7
Mileage and Expenses 2013/14	7
The Independent Remuneration Panel	9 - 10
Appendix 1	11 - 12



Recommendations

**The Independent Remuneration Panel recommends to Redditch Borough Council the following:**

- (i) That the Basic Allowance for 2013-14 is £4,200**
- (ii) That the Special Responsibility Allowance for the Leader of the Council is increased to a multiplier of 3 times the Basic Allowance, as set out at Appendix 1.**
- (iii) That the Special Responsibility Allowance for the Deputy Leader of the Council is increased to a multiplier of 1.75 times the Basic Allowance, as set out in Appendix 1.**
- (iv) That the Special Responsibility Allowance for Non-Portfolio Holders on the Executive Committee is 0.25 of the Basic Allowance, as set out in Appendix 1.**
- (v) That the members of Overview and Scrutiny Committee cease receiving a Special Responsibility Allowance.**
- (vi) That the Chairs of Overview and Scrutiny Task Groups receive a Special Responsibility Allowance of a multiplier of 0.25 the Basic Allowance.**
- (vii) That the Special Responsibility Allowance for the Chair of the Planning Committee is a multiplier of 1 times the Basic Allowance.**
- (viii) That the Special Responsibility Allowance for the Chair of Licensing Committee is a multiplier of 0.75 times the Basic Allowance.**
- (ix) That the Special Responsibility Allowance for the Chair of the newly- constituted Standards Committee (if appropriate) is a multiplier of 0.25 times the Basic Allowance**
- (x) That all other Special Responsibility Allowances remain unchanged as set out in Appendix 1.**
- (xi) That travel allowances for 2013/14 continue to be paid in accordance with the HMRC mileage allowance.**
- (xii) That subsistence allowances for 2013/14 remain unchanged.**
- (xiii) That the Dependent Carer's Allowance remains unchanged.**
- (xiv) That for the Parish Council in the Borough, if travel and subsistence is paid, the Panel recommends that it is paid in accordance with the rates paid by the Borough Council and in accordance with the relevant Regulations.**

## **Background Evidence and Research Undertaken**

The Panel has conducted its work in accordance with the legislation governing the role of the Panel and statutory guidance produced in 2006. There is a rich and varied choice of market indicators on pay which can be used for comparison purposes. These include:

- National survey data on a national, regional or local level;
- Focussed surveys on a particular public sector;
- Regular or specific surveys
- Use of specific indices to indicate movement in rewards or cost of living.

Initially the Panel tended to focus on the Office for National Statistics Annual Survey of Hours and Earnings (ASHE) survey data on average hourly earnings, together with public sector comparisons including the Local Government Annual Survey and the South East Employers surveys.

As background for the decisions taken by the Panel this year we have:

- Analysed and considered the ASHE statistics for 2012<sup>1</sup>;
- Benchmarked the Worcestershire Districts' Basic Allowance against the following indicators:
  - Allowances for comparable roles paid by the Chartered Institute of Public Finance and Accountancy (CIPFA) "Nearest Neighbour" Councils for each authority<sup>2</sup>;
  - Allowances for comparable roles paid by other District and Borough Councils in two-tier areas in the West Midlands;
  - Survey of allowances in the South East of England undertaken by the South East Employers for 40 Councils;

This research shows that the mean average for the Basic Allowance is between £4123 (ASHE survey) and £4532 (South East Employers). So the figure being recommended by the Panel of £4,200 does appear reasonable when compared to other Local Authorities.

The Panel also considered the level of multipliers indicated by other comparator surveys, in particular the 2012 South East Employer survey and the last Local Government Association survey, where considered valid.

Arising from our research we have included information overleaf showing the percentage of the members allowances budget for the areas we cover (Basic, Special Responsibility, Travel and Subsistence and Dependant Carers' allowances) as a percentage of the net revenue budget for each Council. We also show the average payment per member of each authority of the Basic and Special Responsibility Allowances, to give context to our recommendations.

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<sup>1</sup> <http://www.ons.gov.uk/ons/publications/re-reference-tables.html?edition=tcn%3A77-280149>

<sup>2</sup> <http://www.cipfastats.net/resources/nearestneighbours/profile.asp?view=select&dataset=england>

**Table showing average allowance per member of each authority (Basic and Special Responsibility allowances, 2011 – 12 figures)**

<b>Authority</b>	<b>Amount £</b>
Bromsgrove District	5,134
Malvern Hills District	5,643
Redditch Borough	4,645
Worcester City	5,669
Wychavon District	5,609
Wyre Forest District	7,069

**Total spend on Members Allowances as a Percentage of Net Revenue Expenditure 2011-12 figures – Special Responsibility Allowances shown**

<b>Authority</b>	<b>Total spend members allowances 2011-12 £: Basic SRAs Travel and subsistence Dependant carers etc</b>	<b>Total spend on Special Responsibility Allowances £:</b>	<b>Spend on allowances as a percentage of net Revenue expenditure £:</b>
Bromsgrove District	209,196	57,669	2.02%
Malvern Hills	240,391	54,845	2.7%
Redditch Borough	145,397	41,800	1.25%
Worcester City	196,610	60,170	1.91%
Wychavon District	271,184	63,886	2.37%
Wyre Forest District	299,079	82,696	2.09%

This year we have offered to discuss current issues with the Leaders of each of the authorities to whom we make recommendations. We have found this very helpful in increasing our understanding of Councillors' roles and the expectations placed on leading Councillors and would like to place on record our thanks to them for taking the time to meet us.

At this point we would like to stress that our recommendations are based on thorough research and benchmarking. We understand that if the Council adopts them, some of our recommendations would lead to a substantial increase in the allowances being paid to Councillors. In the current challenging financial climate this is a difficult decision for the Council. We have presented the Council with what we consider to be an appropriate set of allowances to reflect the roles carried out by the Councillors. Ultimately it is for the Council to decide how or whether to adopt them.

## **Basic Allowance 2013/14**

### **Calculation of Basic Allowance**

The Basic Allowance is based on:

- The roles and responsibilities of Members; and
- Their time commitments – including the total average number of hours worked per week on Council business.

In reviewing the Basic Allowance the Panel has noted that participation in Overview and Scrutiny activities is generally regarded as part of the role for all non-Executive Councillors, except where they chair Task and Finish Groups, a role for which a Special Responsibility Allowance is recommended.

## **Special Responsibility Allowances (SRA) 2013/14**

### **General Calculation of SRAs**

The basis for the calculation of SRAs is a multiplier of the Basic Allowance as advocated in the published Guidance.

The Panel has reviewed the responsibilities of each post, the multipliers and allowances paid by similar authorities. The Panel has benchmarked the allowances against those paid by authorities listed as “nearest neighbours” by CIPFA and by other District and Borough Councils across the West Midlands.

Appendix 1 to this report sets out the allowances recommended for 2013/14.

### **Leader of the Council**

Last year we undertook to review the role of the Leader of the Council. This was as a result of the Panel’s understanding that there appeared to be an increasing expectation of the role. However, as a Panel we wished to evaluate the implementation of aspects of the Localism Act 2011 and the Police and Crime Panel before we took a view on this.

The research we have undertaken includes benchmarking the allowances paid against the CIPFA Nearest Neighbours and other Borough/District Councils in two-tier areas in the West Midlands. We also discussed their role with a number of Council Leaders to hear what the time commitments and specific additional responsibility is involved with the Leader role.

Resulting from our research we are recommending that the Special Responsibility Allowance for the Leader of the Council is increased from 2.5 to 3 times the Basic Allowance. During our research we were clear that for the Councils we make recommendations to, the Leader of the Council chairs the Executive/Cabinet meetings and we consider this is an intrinsic part of the role as we have evaluated it.

In our discussions with the Leaders, they indicated the increasing expectations on their role. We were impressed by their commitment and the time they put into public service. Most (but not all) of them are now on the Police and Crime Panel which holds the new Police and Crime Commissioner to account and has some important powers in terms of ensuring value for money for residents. They are all actively involved in working with the Local Enterprise Partnerships and there is an expectation that they will play a leading part in this work to support economic growth.

### **Deputy Leader**

Having considered the SRA for the role of the Leader we also reviewed the level of Special Responsibility for the Deputy Leader. We are recommending that the multiplier for the Deputy Leader role should increase to 1.75. We have benchmarked this against examples from elsewhere in the West Midlands region and consider this multiplier reflects the level of responsibility involved.

In the Panel's view, having heard about the role, the Deputy Leader does involve responsibility additional to that of a Portfolio Holder. This does not imply always acting in tandem with the Leader, however.

In reviewing this role it would have been helpful if there had been clearer definitions of the responsibilities of the Deputy Leader for all Councils.

### **Portfolio and Non-Portfolio Holders on Executive/Cabinet**

In reviewing the Special Responsibility Allowance for the Leader and Deputy Leader roles, we also reviewed those for the Portfolio holders and non-Portfolio holder members of the Executive.

The Panel is not recommending any change to its previous recommendations that portfolio holders should be paid a multiplier of 1.5 times the Basic Allowance. However, in reviewing this role we noted that there are members of the Executive who do not have portfolio responsibilities.

We consider that the role of the Portfolio holder carries additional responsibility to the other members of the Executive. Therefore we recommend that the multiplier for non-Portfolio holder members of the Executive should be 0.25 of the Basic Allowance.

### **Overview and Scrutiny Committee**

The Guidance on Members Allowances for Local Authorities in England states that Special Responsibility Allowances may be paid to those members of the Council who have "significant additional responsibilities", over and above the generally accepted duties of a Councillor. It also suggests that if the majority of members of a Council receive a Special Responsibility Allowance, the justification for this may be questioned.

We have stated elsewhere in our report that we consider the Basic Allowance to include Councillors' roles in Overview and Scrutiny, as any non-Executive member of the Council is able to contribute to this aspect of the Council's work. We are aware that Redditch has been paying a Special Responsibility Allowance to each member of the Overview and Scrutiny Committee, on the basis that all members of the Committee are expected to play an active role in its activities, including task groups.

Given our view that the Basic Allowance includes Councillors' role in Overview and Scrutiny and the Guidance above, we are recommending that the Special Responsibility Allowance for members of the Overview and Scrutiny Committee should cease. However, we do recommend that a Councillor who leads a Task Group is paid an allowance of 0.25 of the Basic Allowance to reflect their responsibilities in ensuring investigations and reports are completed and presented as required.

### **Chair of Planning**

We were asked by one authority this year to review the SRA for the Chair of the Planning Committee. In doing so we compared the workload of each Planning Committee in the Worcestershire Districts against each other. The level of allowance was benchmarked against nearest neighbour data.

The workload for the Committee at Redditch does not justify any increase in our recommended multiplier of 1 x the Basic Allowance.

### **Chair of Licensing**

We reviewed the current level of workload for the Licensing Committee chairmen in terms of both the full Committee and Licensing Sub-Committees. We also checked the level of allowance against the Nearest Neighbour data.

In general terms we consider that the current multiplier of 0.3 for this role is appropriate. However, there are exceptions to this in Worcestershire, primarily in the urban areas, where the volume of work is markedly above that of the other Districts. The allowances recommended to each authority reflect this difference.

Therefore, in the case of Redditch, our recommendation of 0.75 x the Basic Allowance reflects the higher number of applications in the Borough compared to other Districts in the County.

### **Leaders of Political Groups**

In the legislation, a Political Group on a Local Authority consists of 2 or more Councillors. We were asked this year by one authority to review the allowance for the Opposition Group Leader and in doing so considered the role of the Political Group Leaders more generally.

In most cases the Leader of the Council also leads the main political group on the authority. In the past the IRP for South Worcestershire had recommended payments to political group leaders on a per head basis, based on the number of Councillors in each group. Whilst this reflected changes in group sizes and allowed for flexibility following changes in political balance, we were persuaded last year to change this approach for one Council and to recommend a lump sum allowance for the leader of the Opposition group. We received a similar request from another Council this year.

We have recommended an increase in the SRA for Council Leaders this year based on their responsibilities in that role, excluding any responsibilities for leading political groups. In some cases the Allowances Scheme for their authority did not enable a Leader to receive any support for the Group Leader role.

We considered carefully evidence from the data we collected and checked the Statutory Guidance about the potential to be paid more than one SRA. We are content that Councillors can be in receipt of more than one. Therefore, we are recommending that Leaders of all political groups are entitled to an allowance of 0.25 of the Basic Allowance, recognising that they all have an important role to play in the governance of the Council.

### **Standards Committee**

In 2011 we were aware that there were proposals in the Localism Act to change the Standards Regime<sup>3</sup>. The changes were introduced in July 2012 and no longer require an Independent Chair for the Standards Committee. Instead, Councils are required to appoint an Independent Person whose role is to deal with complaints against Councillors and act as a mediator to try and encourage early and local resolution of complaints.

We understand that any payments to the Independent Person are outside our remit so we do not offer a recommendation for this role.

The Council will now be aware that the Localism Act 2011 sets out the new arrangements for standards regimes. These replaced those stated in the Local Government Act 2000. Where Local Authorities have re-constituted their Standards Committee to reflect these new arrangements, the Panel recommends a multiplier of 0.25 for the Chair's Special Responsibility Allowance.

However, our recommendation is on the understanding that the Committee has clear and transparent terms of reference complying with the new operating arrangements and a named Independent Person is appointed. Where no allowance has been paid the Council could choose to backdate it to July 2012, providing the new arrangements complying with the Localism Act were in place on that date.

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<sup>3</sup> <http://www.parliament.uk/briefing-papers/SN05707>

As the arrangements are very recent, we will review this role in 2013 when the new Committee has been operating for nearly one year and will seek evidence of workload and responsibilities to assist us in this.

### **Mileage and Expenses 2013/14**

The Panel notes that the Council has used the HMRC flat rate for payment of mileage for Councillors and recommends that this continues.

The Panel is satisfied that the current levels of subsistence allowances are set at an appropriate level and recommends that these continue.

The Panel notes that the Council's Scheme of Members' Allowances provides that Dependant Carer Allowances are payable to cover reasonable and legitimate costs incurred in attending approved duties and recommends that this provision continues.

### **Allowances to Parish Councils**

The Independent Remuneration Panel for Worcestershire District Councils acts as the Remuneration Panel for the Parish Councils in each District.

This year the Panel has not been asked to make recommendations on any matters by any Parish. In the past the Panel which covered the three South Worcestershire Districts has considered travel and subsistence, and we consider it appropriate to apply this consideration to each of the Districts. We have reviewed the Parish Council travel and subsistence allowances and recommend for 2013 - 14 that no changes are made. This means that in Redditch Borough Council we recommend that these payments should be made in accordance with the rates paid by the Council and in accordance with the relevant Regulations.

The Panel also confirm that we will be happy to consider any formal requests from Parish Councils on allowances and each will be considered on its own merits.

The Panel would wish to reiterate that it is the decision of the Council whether, or not, it implements these proposals in whole or part. In doing so, we recognise that the Council is dealing with very challenging economic circumstances.

### **The Independent Remuneration Panel**

The Members' Allowances Regulations require Local Authorities to establish and maintain an Independent Remuneration Panel (IRP). The purpose of the Panel is to make recommendations to the authority about allowances to be paid to Elected Members and Local Authorities must have regard to this advice. This Council's Independent Remuneration Panel is set up on a joint basis with the other 5 District Councils in Worcestershire, the decision having been taken during 2010 to follow the principle previously established by having a joint Panel



in the South of the County. Separate Annual Reports have been prepared for each Council.

The members of the Panel have been:

- Rob Key, the Chair of the Panel – Rob has 42 years' experience of working in District Councils in a variety of operational and management roles, including senior positions at Worcester City, Wychavon District and Wyre Forest District. He was an Independent Chair for the Strategic Health Authority for Continuing Care and sits on County Council Appeals Panels for School Preference Appeals and Service Complaints.
- Elaine Bell, JP, DipCrim – Elaine is Deputy Chair of the South Worcestershire Magistrates Bench – she has been a Magistrate for 16 years, Day Chair of Adult and Family Courts; Past Chair of the Bench Training and Development Committee; past member of the Magistrates Advisory Panel (interviewing and selecting for appointment to the Bench). She is also a Trustee of the Lloyds Educational Foundation; Past Member of the Sytchampton School Appeals Panel; Hon Treasurer of Ombersley and Doverdale Tennis Club and a Past Governor of Ombersley Primary School.
- Bill Simpson MBE JP – Bill spent 30 years in Further Education culminating in 11 years as Principal of Pershore College. He then entered the private sector as Director of two national Horticultural Societies, one being the Royal Horticultural Society. He served as a magistrate for 9 years until retirement. He is a Trustee of several charities including charring Thrive between 1993 and 2008. Currently he is Vice Chair of Governors of Red Hill CE Primary School Worcester and a Chair/Member of the County Council and Diocesan Appeals Panels for Schools Preferences.
- Terry Cotton - Terry spent 34 years working in central and local Government, mostly managing regeneration programmes across the West Midlands. Until May 2011 he worked at The Government Office for The West Midlands where he was a Relationship Manager between central and local Government and a lead negotiator for local performance targets. Following voluntary early retirement in May 2011, he worked part-time in Birmingham's Jewellery Quarter, setting up a new, business-led community development trust and currently works part-time for Worcestershire County Council on sustainable transport initiatives. He is also a trustee of a small charitable trust providing grants to grass roots community initiatives in deprived communities.
- Don Barber – After several Human Resources and Productivity Improvement Management roles in Industry, Don became Chief Executive of a change management facilitating consultancy. Over the last 20 years he has been an independent consultant and advisor on a number of United Nations, European Commission, and World Bank transition projects, in particular in Europe, Africa, Asia, and Australasia. He also operates in an advisory role to other consultancy groups seeking EU contracts. This experience has included the development of national civil service/public

sector reform programmes including aspects of the effect of legislative change for central and local government and, in the U.K., working for the Office of Manpower Economics (advisors to the Prime Minister) on Public Sector Pay, in particular relating to: Civil Service Pay Reform, UK Armed Forces and the Medical Professions.

Mr Mel Nock retired from the Panel during the early part of the year as his term of office had ended. Mel had contributed a tremendous amount of time and careful consideration to the Panel both before and after its expansion to cover all the District Councils in the County. We would like to thank him for his help and support during his term of office.

The Panel has been advised and assisted by:

- Claire Chaplin from Worcester City Council;
- Sheena Jones from Wychavon District Council and latterly Bromsgrove and Redditch Councils;
- Mel Harris from Wychavon District Council;
- Joanne Lowman from Malvern Hills District Council;
- Karen Firth from Bromsgrove District Council until her departure from Local Government in the early summer;
- Penelope Williams from Wyre Forest District Council;
- Ivor Westmore from Redditch Borough Council.

The Panel wishes to acknowledge its gratitude to these officers who have provided advice and guidance in a professional and dedicated manner.

**Rob Key**

**Chairman of Independent Remuneration Panel**

## Appendix 1

**Independent Remuneration Panel for District Councils in Worcestershire  
Recommendations for 2013-14**

**Redditch Borough Council**

<b>Role</b>	<b>Recommended Multiplier</b>	<b>Current Multiplier</b>	<b>Recommended Allowance £</b>	<b>Current Allowance (paid) £</b>
<b>Basic Allowance – all Councillors</b>	1	1	4,200 <sup>4</sup>	3,350
<b>Special Responsibility Allowances:</b>				
<b>Leader</b>	3	2	12,600	6,697 plus 1,560 as portfolio holder
<b>Deputy Leader</b>	1.75	1.4	7,350	4,687 plus 1,560 as portfolio holder
<b>Portfolio Holders</b>	1.5	0.46	6,300	1,560
<b>Executive Members without Portfolio</b>	0.25	0.32	1,050	1,072
<b>Chair of Overview and Scrutiny Committee</b>	1.5	0.6	6,300	2,009
<b>Members of Overview and Scrutiny Committee</b>	0	0.32	0	1,072

<sup>4</sup> This figure takes into account a public service discount of 40%

<b>Role</b>	<b>Recommended Multiplier</b>	<b>Current Multiplier</b>	<b>Recommended Allowance £</b>	<b>Current Allowance (paid) £</b>
<b>Chair of Overview and Scrutiny Task Groups</b>	0.25	0	1,050	0
<b>Chair of Audit &amp; Governance Committee</b>	0.25	0	1,050	0
<b>Chair of Planning Committee</b>	1	0.47	4,200	1,560
<b>Chair of Licensing Committee</b>	0.75	0.4	3,150	1,340
<b>Chair of new Standards Committee</b>	0 (0.25 if applied)	0	0 (1,050 if applied)	0
<b>Political Group Leaders</b>	0.25	0.31	1,050 X 2	1,040 X 1



# Overview and Scrutiny Committee

Tuesday, 8th January, 2013

## MINUTES

### Present:

Councillor Simon Chalk (Vice-Chair in the Chair) and Councillors Andrew Brazier, David Bush, John Fisher, Pattie Hill, Roger Hill (substituting for Councillor Juliet Brunner) Gay Hopkins, Yvonne Smith (substituting for Councillor Andrew Fry) and Pat Witherspoon.

### Officers:

T Kristunas, H Mole and J Staniland

### Democratic Services Officers:

J Bayley and M Craggs

### 123. APOLOGIES AND NAMED SUBSTITUTES

Apologies for absence were received on behalf of Councillors Juliet Brunner and Andrew Fry. Councillors Roger Hill and Yvonne Smith were confirmed as their respective substitutes.

### 124. DECLARATIONS OF INTEREST AND OF PARTY WHIP

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

### 125. MINUTES

Members requested a further update on progress with regard to providing the Committee with additional information about vacant Council properties, which had been requested at the previous meeting of the Committee. Officers confirmed that this information would be provided in the form of two reports. The first report, focusing on empty business units, was scheduled for the consideration of the Committee on 5th March 2013. No date had been set for consideration of the second report, which would investigate the Council's wider property portfolio in further detail.

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Chair

# Overview and Scrutiny Committee

Tuesday, 8th January, 2013

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**RESOLVED that**

**the minutes of the meetings of the Overview and Scrutiny Committee held on 29th November 2012 and 11th December 2012 be approved as true and correct records of the meetings and signed by the Chair.**

**126. MEDIUM TERM FINANCIAL PLAN - 2013/14- 2015/16**

Members received a presentation outlining the Medium Term Financial Plan for the Council for 2013/14 – 2015/16 (Appendix A).

The following additional points were discussed by Members during the meeting:

a) Voluntary Redundancies

The Committee was advised that staff had been asked to consider whether they would be interested in applying for voluntary redundancy as part of the Council's approach to making savings. Savings accrued from redundancies would apply to the year in which a member of staff left the Council's employment. The Council could apply to the government for financial support, through capital receipts, to help pay for any redundancy packages and thereby limit the impact on the Council's finances.

b) Government Grant Settlement

Officers confirmed that the Council had been notified of the government grant settlement on 19th December 2012. This had been slightly later than originally anticipated and the cut to the grant settlement for the local authority had been greater than expected.

There had been a comparable reduction to the government grant settlement for the other local authorities in Worcestershire, though there had been a slightly greater reduction to the grant settlement for Redditch Borough Council.

c) Budget Assumptions

A number of assumptions had been made about the Council's budgetary position going forward. Each of these assumptions was based on Officers' estimates relating to particular budgets. For example, an assumption regarding the New Homes Bonus

# Overview and Scrutiny Committee

Tuesday, 8th January, 2013

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had been based on a calculation that took into account properties that were due to be built in the Borough.

**RESOLVED that**

**the report be noted.**

**127. OVERVIEW AND SCRUTINY - BIENNIAL RECOMMENDATION TRACKER**

The Committee received a report detailing the response that had been received to recommendations that had been made by the Overview and Scrutiny Committee in the first half of 2012/13. Information had also been provided about the action that had been taken by Officers to implement the recommendations that had been approved by the Executive Committee.

During this period the Committee had made 44 recommendations. A total of 33 recommendations had been approved by the Executive Committee and 2 recommendations had been rejected. Decisions remained to be taken on a further 9 recommendations.

The Committee noted that a map of disabled parking spaces had been provided for Members' consideration. This map had been produced in accordance with proposals that had been made by the Access for Disabled People Task Group in August 2012. Members confirmed that the basic content of the map appeared to be appropriate. However, Members agreed that in the event that the map was used to promote disabled parking bays in the town centre it should always be reproduced in a colour format. The Committee also suggested that consideration should be given to incorporating the collection and delivery points used by the Dial a Ride service.

**RESOLVED that**

**the report be noted.**

**128. ACTIONS LIST**

The Committee was provided with an update in relation to the first item listed on the Actions List, concerning arrangements for PAT testing computer equipment that had been issued to elected Councillors. Officers had identified that the computer leads utilised by Councillors, rather than the laptops issued to Members, needed to undergo PAT testing. Replacement leads were being located for use during the testing period and the logistics of organising PAT

# Overview and Scrutiny Committee

Tuesday, 8th January, 2013

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testing for all of the equipment provided to Members was in the process of being investigated further.

**RESOLVED that**

**the Committee's Actions List be noted.**

**129. EXECUTIVE COMMITTEE MINUTES AND SCRUTINY OF THE EXECUTIVE WORK PROGRAMME**

Members noted that the Executive Committee had considered the Concessionary Rents Short, Sharp Review Group's recommendations during a meeting on 18th December 2012. The Committee had concluded that the Portfolio Holder for Corporate Management, Councillor Philip Mould, should consider the recommendations in further detail and determine whether aspects of those recommendations could be incorporated into the Council's Policy for Leases of Council Land and Property at a Concessionary Rent.

**RESOLVED that**

**the minutes of the meeting of the Executive Committee held on 18th December 2012, and the latest edition of the Executive Work Programme be noted.**

**130. TASK & FINISH REVIEWS - DRAFT SCOPING DOCUMENTS**

There were no draft scoping documents.

**131. TASK AND FINISH GROUPS - PROGRESS REPORTS**

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

a) Arts and Culture Centre – Chair, Councillor Gay Hopkins

Members were advised that the group had received 348 completed questionnaires from local residents as part of an ongoing consultation exercise. Questionnaires had been distributed through a variety of methods including: providing copies to residents at carol concerts in the Borough; publication on the Council's website; and provision to customers visiting B&Q in Redditch.

The feedback provided by residents in completed questionnaires was due to be considered at the group's



# Overview and Scrutiny Committee

Tuesday, 8th January, 2013

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following meeting, alongside further information about properties that could potentially be used as the base for an arts centre in the town.

b) Redditch Market – Chair, Councillor Andrew Brazier

Members had produced an initial draft of recommendations which were due to be discussed in further detail with a number of expert witnesses at the following meeting of the group.

During the review the group had issued a questionnaire. Consistent feedback had been received from residents in completed questionnaires and would be taken into account in the group's final report.

As part of the review the possibility that changes were due to be made to licenses for street trading had been taken into account. The market traders had also been consulted and the Chair of the group had responded to many traders in person outside the formal Committee environment.

**RESOLVED that**

**the update reports be noted.**

**132. HEALTH OVERVIEW AND SCRUTINY COMMITTEE**

The Committee was informed that there had been no further meetings of the Worcestershire Health Overview and Scrutiny Committee and there were therefore no updates to provide.

**133. REFERRALS**

There were no referrals.

**134. WORK PROGRAMME**

The Committee noted that an Overview and Scrutiny Committee training session, Effective Questioning Skills for Members, would be taking place on 17th January 2013.

Councillor Witherspoon volunteered to attend the following meeting of the West Midlands Regional Scrutiny Network on behalf of the Committee on 21st March 2013.

# **Overview and Scrutiny Committee**

Tuesday, 8th January, 2013

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**RESOLVED that**

**the Committee's Work Programme be noted.**

The Meeting commenced at 7.01 pm  
and closed at 7.30 pm

# **Budget Update 2013/14 – 2015/16**

## **APPENDIX A**



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

# ***Budget Update 2013/14 – 2015/16***

Settlement 2012/13  
– £4.212m

Anticipated Settlement 2013/14  
– 5% Reduction £4.001m

Actual Settlement 2013/14  
– 7.19% Reduction £3.919m

Additional £82k reduction  
Plus additional £68k re Council Tax benefit  
reduction  
Total additional £150k less than anticipated

# ***Assumptions***

- Vacancy Management 4% - not on key services £200k
- Outturn Savings £150k
- Pay Award 1%
- Current calculated shortfall includes no increase in Council Tax (1% grant from Government)
- New Homes Bonus £380k
- No bids for financial plan
- Estimated reductions in future years settlements

# ***Current Position***

## **Unavoidables:**

- Shortfalls in Income £60k
- Pay Rise 1% £100k
- Other pressures £44k

## **Savings:**

Savings proposed by Heads of Service to deliver through transformation / additional income and service reviews - £610k

Staff have been asked if they would wish to be considered for voluntary redundancy

# Current Summary 2013/14

Net Cost of Services	10,764
Add	
Unavoidable Pressures	354
Less:	
Savings identified	-610
Council Tax	-4,984
Council Tax Grant (1% 2013/14)	-58
Gov Grant	-3,919
Homelessness Grant	-99
Council Tax Support Scheme Grant ( replaces Council Tax benefit)	-806
Use of Reserve	-255
Shortfall	387

# 2014/15-2015/16

## Shortfalls :

- 2014/15 £684k
- 2015/16 £200k

## Issues to consider :

- Income realised from an increase in Council Tax (£40k)
- Additional transformation savings



# ***Timeline***

Jan – HoS to review all service areas to identify waste in the system and potential to redesign processes

Jan – Further updates to Committees and Board meetings. Group briefings arranged

Feb – Council Tax set 18<sup>th</sup> February



**REDDITCH BOROUGH COUNCIL****EXECUTIVE COMMITTEE**

12th February 2013

**ADVISORY PANELS, WORKING GROUPS, ETC - UPDATE REPORT**

Relevant Portfolio Holder	Councillor Phil Mould
Relevant Head of Service	Claire Felton, Head of Legal, Equalities and Democratic Services
Non-Key Decision	

**1. SUMMARY OF PROPOSALS**

To provide, 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.

**2. RECOMMENDATIONS**

**The Committee is asked to RESOLVE that**

**subject to Members' comments, the report be noted.**

**3. UPDATES****A. ADVISORY PANELS**

	<b><u>Meeting :</u></b>	<b><u>Lead Members / Officers :</u></b> (Executive Members shown <u>underlined</u> )	<b><u>Position :</u></b> (Oral updates to be provided at the meeting by Lead Members or Officers, if no written update is available.)
1.	Climate Change Advisory Panel	Chair: <u>Cllr Debbie Taylor</u> / Vice-Chair: Cllr Andy Fry  Kevin Dicks / Ceridwen John	Next meeting – Date to be established
2.	Economic Advisory Panel	Chair: <u>Cllr Greg Chance</u> / Vice-Chair: Cllr John Fisher  John Staniland / Georgina Harris	Last meeting – 21st January 2013.

**REDDITCH BOROUGH COUNCIL****EXECUTIVE COMMITTEE**

12th February 2013

3.	Housing Advisory Panel	Chair: <u>Cllr Mark Shurmer</u> / Vice-Chair: Cllr Pat Witherspoon Liz Tompkin	Next meeting – Date to be established
4.	Planning Advisory Panel	Chair: <u>Cllr Greg Chance</u> / Vice-Chair: <u>Cllr Rebecca Blake</u> John Staniland / Ruth Bamford	Next meeting – 12 <sup>th</sup> February 2013

**B. OTHER MEETINGS**

5.	Constitutional Review Working Party	Chair: <u>Cllr Bill Hartnett</u> / Vice-Chair: <u>Cllr Greg Chance</u> Sheena Jones	Next meeting – Date to be established.
6.	Member Support Steering Group	Chair: Cllr John Fisher / Vice-Chair: <u>Cllr Phil Mould</u> Sheena Jones	Next meeting – 15 <sup>th</sup> February 2013.
7.	Grants Panel	Chair: Cllr David Bush / Vice-Chair: <u>Cllr Greg Chance</u> Donna Hancox	Next meetings – 11 <sup>th</sup> and 13 <sup>th</sup> February 2013.
8.	Procurement Group	Chair: <u>Cllr Bill Hartnett</u> / Vice-Chair: <u>Cllr Greg Chance</u> Jayne Pickering / Teresa Kristunas	In abeyance pending Transformation.

**REDDITCH BOROUGH COUNCIL**

**EXECUTIVE COMMITTEE**

12th February 2013

9.	Independent Remuneration Panel	Chair: Mr R Key / Sheena Jones	Last meeting – 12th December 2012
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**AUTHOR OF REPORT**

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**REDDITCH BOROUGH COUNCIL****EXECUTIVE COMMITTEE**

12th February 2013

**ACTION MONITORING**

<b>Portfolio Holder(s) / Responsible Officer</b>	<b>Action requested</b>	<b>Status</b>
<b>27th January 2010</b>		
<b>Cllr Hartnett / R Dunne</b>	<b>Single Equalities Scheme</b>  Members requested that a report/action plan be submitted to a future meeting of the Committee or Council detailing what the Council, as Community Leader, expected to receive in terms of education provision for the Borough and its children and young people.	Officers to update at future meeting. The LSP action plan in respect of this issue is under consideration at present. The Single Equalities Scheme itself is no longer extant.
<b>18th December 2012</b>		
<b>Cllr Shurmer/ Derek Allen / Matthew Bough</b>	<b>Worcestershire Homelessness Strategy</b>  Officers were in the process of developing a Protocol with other Local Authorities to address the provision of accommodation for homeless people and offered to circulate it to members of the Committee following the meeting.	Officers were awaiting information from a neighbouring authority.
<b>15<sup>th</sup> January 2013</b>		
<b>Cllr Mould/ Jayne Pickering</b>	<b>Council Tax Support Scheme</b>  Officers undertook to provide all members of the Executive Committee with the details of the one consultation response received.	Officers circulated a response to Members.
<b><u>Note:</u></b>	<i>No further debate should be held on the above matters or substantive decisions taken, without further report OR unless urgency requirements are met.</i>	Report period: 27/01/10 to 15/01/13

