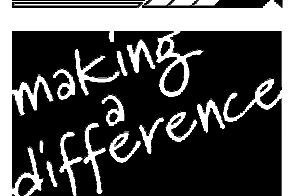


Annual Meeting of the Council

Monday 21st May
2012
7.00 pm

Council Chamber
Town Hall
Redditch

REDDITCH BOROUGH COUNCIL



www.redditchbc.gov.uk

Access to Information - Your Rights

The Local Government (Access to Information) Act 1985 widened the rights of press and public to attend Local Authority meetings and to see certain documents. Recently the Freedom of Information Act 2000, has further broadened these rights, and limited exemptions under the 1985 Act.

Your main rights are set out below:-

- Automatic right to attend all Council and Committee meetings unless the business would disclose confidential or “exempt” information.
- Automatic right to inspect agenda and public reports at least five days before the date of the meeting.
- Automatic right to inspect minutes of the Council and its Committees (or summaries of business undertaken in private) for up to six years following a meeting.
- Automatic right to inspect lists of background papers used in the preparation of public reports.
- Access, upon request, to the background papers on which reports are based for a period of up to four years from the date of the meeting.
- Access to a public register stating the names and addresses and electoral areas of all Councillors with details of the membership of all Committees etc.
- A reasonable number of copies of agenda and reports relating to items to be considered in public must be made available to the public attending meetings of the Council and its Committees etc.
- Access to a list specifying those powers which the Council has delegated to its Officers indicating also the titles of the Officers concerned.
- Access to a summary of the rights of the public to attend meetings of the Council and its Committees etc. and to inspect and copy documents.
- In addition, the public now has a right to be present when the Council determines “Key Decisions” unless the business would disclose confidential or “exempt” information.
- Unless otherwise stated, all items of business before the Executive Committee are Key Decisions.
- (Copies of Agenda Lists are published in advance of the meetings on the Council’s Website:
www.redditchbc.gov.uk

**If you have any queries on this Agenda or any of the decisions taken or wish to exercise any of the above rights of access to information, please contact
Ivor Westmore
Committee Support Services**

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

Welcome to today's meeting.

Guidance for the Public

Agenda Papers

The **Agenda List** at the front of the Agenda summarises the issues to be discussed and is followed by the Officers' full supporting **Reports**.

Chair

The Chair is responsible for the proper conduct of the meeting. Generally to one side of the Chair is the Committee Support Officer who gives advice on the proper conduct of the meeting and ensures that the debate and the decisions are properly recorded. On the Chair's other side are the relevant Council Officers. The Councillors ("Members") of the Committee occupy the remaining seats around the table.

Running Order

Items will normally be taken in the order printed but, in particular circumstances, the Chair may agree to vary the order.

Refreshments : tea, coffee and water are normally available at meetings - please serve yourself.

Decisions

Decisions at the meeting will be taken by the **Councillors** who are the democratically elected representatives. They are advised by **Officers** who are paid professionals and do not have a vote.

Members of the Public

Members of the public may, by prior arrangement, speak at meetings of the Council or its Committees. Specific procedures exist for Appeals Hearings or for meetings involving Licence or Planning Applications. For further information on this point, please speak to the Committee Support Officer.

Special Arrangements

If you have any particular needs, please contact the Committee Support Officer.

Infra-red devices for the hearing impaired are available on request at the meeting. Other facilities may require prior arrangement.

Further Information

If you require any further information, please contact the Committee Support Officer (see foot of page opposite).

Fire/ Emergency instructions

If the alarm is sounded, please leave the building by the nearest available exit – these are clearly indicated within all the Committee Rooms.

If you discover a fire, inform a member of staff or operate the nearest alarm call point (wall mounted red rectangular box). In the event of the fire alarm sounding, leave the building immediately following the fire exit signs. Officers have been appointed with responsibility to ensure that all visitors are escorted from the building.

Do Not stop to collect personal belongings.

Do Not use lifts.

Do Not re-enter the building until told to do so.

The emergency **Assembly Area** is on **Walter Stranz Square**.

Declaration of Interests: Guidance for Councillors

DO I HAVE A "PERSONAL INTEREST" ?

- Where the item relates or is likely to affect your **registered interests** (what you have declared on the formal Register of Interests)

OR

- Where a decision in relation to the item might reasonably be regarded as affecting **your own** well-being or financial position, or that of your **family**, or your **close associates** more than most other people affected by the issue,

you have a personal interest.

WHAT MUST I DO? **Declare the existence, and nature, of your interest and stay**

- The declaration must relate to specific business being decided - a general scattergun approach is not needed
- **Exception** - where interest arises only because of your membership of another **public body**, there is no need to declare unless you **speak** on the matter.
- You **can vote** on the matter.

IS IT A "PREJUDICIAL INTEREST" ?

In general only if:-

- It is a personal interest **and**
- The item affects your **financial position** (or conveys other benefits), or the position of your **family, close associates** or bodies through which you have a **registered interest** (or relates to the exercise of **regulatory functions** in relation to these groups)

and

- A member of public, with knowledge of the relevant facts, would reasonably believe the interest was likely to **prejudice** your judgement of the public interest.

WHAT MUST I DO? **Declare and Withdraw**

BUT you may make representations to the meeting before withdrawing, **if** the public have similar rights (such as the right to speak at Planning Committee).

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21st May 2012

7.00 pm

Council Chamber Town Hall

Agenda

Membership:

Cllrs:	Mrs Anita Clayton (Mayor)	
	Joe Baker	Bill Hartnett
	Roger Bennett	Pattie Hill
	Michael Braley	Roger Hill
	Rebecca Blake	Gay Hopkins (Deputy Mayor)
	Andrew Brazier	Wanda King
	Juliet Brunner	Alan Mason
	David Bush	Phil Mould
	Michael Chalk	Brenda Quinney
	Simon Chalk	Mark Shurmer
	Greg Chance	Yvonne Smith
	Brandon Clayton	Luke Stephens
	John Fisher	Debbie Taylor
	Andrew Fry	Derek Taylor
Carole Gandy	Pat Witherspoon	
Adam Griffin		

1. Welcome	The Mayor will open the meeting and welcome all present.
2. Apologies	To receive any apologies for absence on behalf of Council members.
3. Declarations of Interest	To invite Councillors to declare any interests they may have in items on the agenda.
4. Mayor's opening remarks	To receive the Mayor's opening remarks and report on the mayoral year. To give notice of any items of "Urgent Business" accepted by the Mayor for consideration at this meeting. (No separate report)
5. Election of Mayor	To elect the Mayor for the ensuing municipal year and to take his/her declaration of acceptance of office.
6. Deputy Mayor	To appoint the Deputy Mayor for the ensuing municipal year and to take his/her declaration of acceptance of office.

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<p>7. Announcements</p>	<p>To receive the new Mayor's communications and announcements, including:</p> <p>Mayor's Charity (-ies).</p> <p>To receive any announcements from the Chief Executive Officer and Leader of the Council.</p> <p>(No separate report)</p>
<p>8. Minutes Chief Executive</p>	<p>To confirm as a correct record the minutes of the meeting of the Council held on 16th April 2012.</p> <p>(Minutes circulated in Minute Book 1 - 2012/13)</p>
<p>9. Regulatory Committees Chief Executive</p>	<p>To formally receive the minutes of the following meetings of the Council's Regulatory Committees:</p> <p>Standards Committee – 26th March 2012</p> <p>There are outstanding recommendations for the Council to consider but these will be considered under Item 16 on the current agenda.</p> <p>(Minutes circulated in Minute Book 1 – 2012/13)</p> <p>(No Specific Ward Relevance)</p>
<p>10. Returning Officer's Report (Pages 1 - 4) Returning Officer</p>	<p>To receive the Returning Officer's report in respect of the Borough Council elections held on 3rd May 2012.</p> <p>(Report attached)</p> <p>(All Wards, except Abbey, Astwood Bank and Feckenham and Crabbs Cross)</p>
<p>11. Leader of the Council</p>	<p>Further to the local elections 2012 and change of political control, to appoint a member of the Council to hold the office of Leader of the Council.</p> <p>To receive any announcements from the newly appointed Leader of the Council.</p> <p>(No separate report)</p>

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<p>12. Executive Committee, Overview and Scrutiny Committee, Sub-Committees, Panels etc. - Chairs and Vice-Chairs - Appointment</p>	<p>To resolve, in accordance with the Council's Constitution and relevant Procedure Rules, that the Council appoint Committees, Sub-Committees, Panels, Task and Finish Groups, Working Parties, etc.; and their Chairs and Vice-Chairs.</p> <p>(As indicated in the Appendix to the separate Order of Business report – to follow)</p>
<p>13. Outside Bodies</p>	<p>To appoint, or nominate as appropriate, Council representatives on various Outside Bodies.</p> <p>(As indicated in the Appendix to the separate Order of Business – to follow)</p>
<p>14. Establishment of a Police and Crime Panel</p> <p>(Pages 5 - 20)</p> <p>Head of Legal, Equalities and Democratic Services</p>	<p>To consider the establishment of a West Mercia Police and Crime Panel (PCP) as a joint committee of the 10 principal local authorities in the West Mercia police force area, the proposed membership of the PCP, the Panel arrangements and any consequential actions required under the Police Reform and Social Responsibility Act 2011.</p> <p>To appoint a Borough Council representative to the Panel.</p> <p>(Report attached)</p> <p>(All Wards)</p>
<p>15. Constitution - Annual Review</p> <p>Chief Executive</p>	<p>To confirm the Council's Constitutional arrangements.</p> <p>(Papers to be circulated under separate cover)</p> <p>(No Direct Ward Relevance)</p>
<p>16. Localism Act 2011 - New Standards Regime</p> <p>(Pages 21 - 42)</p> <p>Monitoring Officer</p>	<p>To receive a report on upcoming changes to the standards regime in light of the Localism Act 2011 and to consider proposals for implementation of the new regime.</p> <p>(Report attached – Minutes of the Standards Committee on 26th March 2012 circulated in Minute Book 1 - 2012/13)</p> <p>(All Wards)</p>

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<p>17. Independent Remuneration Panel arrangements</p>	<p>To consider a proposal to amend the current size of the Independent Remuneration Panel and the appointment of a Member to a Joint Committee that would consider the appointment of a further Member to the Panel, should it be necessary.</p> <p>It has been proposed that the current size of the Independent Remuneration Panel be amended downwards from six to five following the imminent departure of one of the Panel Members following the ending of their second and final four year term as a member. The rationale for such a change has been given as a modest saving in terms of allowances and expenses and little discernible difference in terms of the activity of the Panel.</p> <p>(No separate report)</p> <p>(All Wards)</p>
<p>18. Members' Allowances (Pages 43 - 50) Head of Legal, Equalities and Democratic Services</p>	<p>To receive a report on expenses and allowances paid to Members during the financial year 2011/12.</p> <p>(All Wards)</p>
<p>19. Urgent Business - general (if any)</p>	<p>To consider any additional items exceptionally agreed by the Mayor as Urgent Business in accordance with the powers vested in her by virtue of Section 100(B)(4)(b) of the Local Government Act 1972.</p> <p>(This power should be exercised only in cases where there are genuinely special circumstances which require consideration of an item which has not previously been published on the Order of Business for the meeting and/or on the Leader's Forward Plan.)</p>
<p>20. Exclusion of the Public</p>	<p>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:</p> <p>“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 rounds that it/they involve(s) the likely disclosure of exempt information as defined in the relevant</p>

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paragraphs *(to be specified)* of Part 1 of Schedule 12 (A) of the said Act, as amended.”

[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’.]

Notes:

- (i) A detailed Order of Business will be circulated separately.
 - (ii) At the conclusion of the meeting, all Council members, Officers, Guests and Members of the press and public are invited to join the Mayor in a reception in the Civic Suite.
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