

# Overview and Scrutiny Committee

Tuesday, 4th June, 2013  
7.00 pm

Committee Room Two  
Town Hall  
Redditch



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- Unless otherwise stated, all items of business before the Executive Committee are Key Decisions.
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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**

**Jess Bayley and Michael Craggs  
Democratic Services Officers**

**Town Hall, Walter Stranz Square, Redditch, B98 8AH  
Tel: 01527 64252 (Ext. 3268) Fax: (01527) 65216  
e.mail: [jess.bayley@bromsgroveandredditch.gov.uk](mailto:jess.bayley@bromsgroveandredditch.gov.uk) /  
[michael.craggs@bromsgroveandredditch.gov.uk](mailto:michael.craggs@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**

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# Overview and Scrutiny Committee

Tuesday, 4th June, 2013  
7.00 pm  
Committee Room 2 Town Hall

## Agenda

### Membership:

Cllrs: David Bush (Chair) Andrew Fry  
Gay Hopkins (Vice-Chair) Alan Mason  
Andrew Brazier Yvonne Smith  
Simon Chalk Pat Witherspoon  
Carole Gandy

<p><b>1. Apologies and named substitutes</b></p>	<p>To receive apologies for absence and details of any Councillor (or co-optee substitute) nominated to attend this meeting in place of a member of this Committee.</p>
<p><b>2. Declarations of interest and of Party Whip</b></p>	<p>To invite Councillors to declare any interest they may have in items on the Agenda and any Party Whip.</p>
<p><b>3. Minutes</b> (Pages 1 - 10)</p>	<p>To confirm the minutes of the most recent meeting of the Overview and Scrutiny Committee as a correct record.</p> <p>(Minutes attached)</p> <p><b>(No Specific Ward Relevance)</b></p>
<p><b>4. Healthwatch Worcestershire</b></p>	<p>To receive a presentation on the subject of Healthwatch Worcestershire.</p> <p>(Presentation to follow)</p> <p><b>All Wards</b></p>
<p><b>5. Overview and Scrutiny Recommendation Tracker</b> (Pages 11 - 38)</p>	<p>To monitor the implementation of recommendations made by the Overview and Scrutiny Committee during the year.</p> <p>(Report attached).</p> <p><b>All Wards</b></p>
<p><b>6. Executive Committee Minutes and Scrutiny of the Executive Committee's Work Programme</b> (Pages 39 - 50)</p>	<p>To consider the minutes of the latest meeting(s) of the Executive Committee and also to consider whether any items on the Executive Committee's Work Programme are suitable for scrutiny.</p> <p>(Minutes attached).</p> <p><b>(No Specific Ward Relevance)</b></p>

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<p><b>7. Work Programme</b> (Pages 51 - 54)</p>	<p>To consider the Committee's current Work Programme, and potential items for addition to the list.</p> <p>(Report attached)</p> <p><b>(No Specific Ward Relevance)</b></p>
<p><b>8. Task Groups - Appointments</b></p>	<p>To agree membership of the following Task Groups:</p> <p>a) <u>Housing Density Task Group</u></p> <p>Members are invited to nominate a member to sit on the Housing Density Task Group where there is currently a vacancy.</p> <p>b) <u>Joint Worcestershire Regulatory Services Task Group</u></p> <p>Members are invited to nominate two members of the Overview and Scrutiny Committee to serve as a lead representative and substitute representative respectively on behalf of the Council on this review.</p> <p>(Oral report)</p> <p><b>All Wards</b></p>
<p><b>9. Task Groups - Progress Reports</b> Councillor David Bush</p>	<p>To consider progress to date on the current reviews against the terms set by the Overview and Scrutiny Committee.</p> <p>The current reviews in progress are:</p> <ul style="list-style-type: none"><li>• Housing Density – Chair, Councillor David Bush.</li></ul> <p>(Oral reports)</p> <p><b>(No Specific Ward Relevance)</b></p>
<p><b>10. Health Overview and Scrutiny Committee</b> Councillor Pat Witherspoon</p>	<p>To receive a verbal update on the recent work of the Worcestershire Health Overview and Scrutiny Committee.</p> <p>(Verbal report)</p> <p><b>(No Specific Ward Relevance)</b></p>

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<p><b>11. Crime and Disorder Scrutiny Panel - Chair's Update</b></p> <p>(Pages 55 - 56)</p> <p>Councillor Andrew Brazier</p>	<p>To receive a report from the Chair of the Crime and Disorder Scrutiny Panel on any further developments in the work of the Panel that may have occurred since the previous meeting of the Committee.</p> <p>(Oral report).</p> <p><b>(No Specific Ward Relevance)</b></p>
<p><b>12. Exclusion of the Press and Public</b></p>	<p>Should it be necessary, in the opinion of the Borough Director, during the course of the meeting to consider excluding the public from the meeting on the grounds that exempt information is likely to be divulged, it may be necessary to move the following resolution:</p> <p>“That, under S.100 (A) (4) of the Local Government Act 1972, the public be excluded from the meeting for the following matter(s) on the grounds that it/they involve(s) the likely disclosure of exempt information as defined in the relevant paragraphs (to be specified) of Part 1 of Schedule 12 (A) of the said Act”.</p> <p>These paragraphs are as follows:</p> <p>Subject to the “public interest” test, information relating to:</p> <ul style="list-style-type: none"><li>• Para 1 – <u>any individual</u>;</li><li>• Para 2 – the <u>identity of any individual</u>;</li><li>• Para 3 – <u>financial or business affairs</u>;</li><li>• Para 4 – <u>labour relations matters</u>;</li><li>• Para 5 – <u>legal professional privilege</u>;</li><li>• Para 6 – <u>a notice, order or direction</u>;</li><li>• Para 7 – the <u>prevention, investigation or prosecution of crime</u>;</li></ul> <p>and may need to be considered as ‘exempt’.</p>







# Overview and Scrutiny Committee

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Tuesday, 2nd April, 2013

## MINUTES

### Present:

Councillor Juliet Brunner (Chair), and Councillors Andrew Brazier, David Bush, John Fisher, Andrew Fry, Pattie Hill, Gay Hopkins, Pat Witherspoon and Roger Hill.

### Also Present:

Mr M Hall, (Co-opted Member of the Arts and Culture Centre Task Group and Chair of the Arts in Redditch Network).

### Officers:

L Berry, J Pickering, L Berry and F Scott and F Scott.

### Democratic Services Officers:

J Bayley and M Craggs

## 164. APOLOGIES AND NAMED SUBSTITUTES

Apologies for absence were received on behalf of Councillor Simon Chalk. Councillor Roger Hill was confirmed as his substitute.

## 165. DECLARATIONS OF INTEREST AND OF PARTY WHIP

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

## 166. MINUTES

### RESOLVED that

**the minutes of the meeting of the Overview and Scrutiny Committee held on Tuesday 5th March be approved as a true and correct record of the meeting and signed by the Chair.**

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Chair

# Overview and Scrutiny Committee

Tuesday, 2nd April, 2013

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## 167. ARTS AND CULTURE CENTRE TASK GROUP - FINAL REPORT

As Chair of the Review, Councillor Gay Hopkins presented the Committee with the findings and recommendations of the Arts and Cultural Centre Task Group. Members were provided with a summary of what the task group had accomplished during the review, the venues Members had visited, who they had interviewed, and what the group had found.

It was explained that final outcome of the review was not what had initially been expected. The group was ultimately proposing that in the short term there should be a focus on more effectively promoting and publicising existing arts facilities and attractions in the town, in order to raise awareness of existing facilities. This would include the development of new maps to highlight where local residents and visitors could find all of the main arts and culture attractions, events, and relevant groups in the town. In the long-term it was possible that a community group would be able to establish an arts and culture centre in Redditch, though the group was not proposing that the Council should establish, fund or manage this type of venue.

Councillor Hopkins thanked all of her fellow task group members for the enthusiasm they had shown throughout the review. Officers were also thanked for their guidance and assistance, especially Jess Bayley for all her hard work and support.

The Chair of the Overview and Scrutiny Committee congratulated the task group on completing an excellent review. In particular, The Chair noted that the group had generated a superb response to the public consultation.

The Committee were united in their support for the group's findings and recommendations. In addition, Members proposed that a new logo should be created to brand the arts in Redditch.

### **RECOMMENDED that**

#### **Recommendations that could be implemented in the short to medium term:**

- 1) **the Arts in Redditch Network, and the benefits to be accrued from membership of the network, should be promoted to local arts groups;**

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- 2) the Arts in Redditch Network should maintain a list of existing arts groups in Redditch on their new website;
  - a) the Council should continue to maintain a link from the local authority's website to the new Arts in Redditch Network website;
- 3) an online Redditch Arts Map, including an arts trail, outlining the location of public art works and venues in the Borough and linked to an icon on the new information kiosks in the town centre, should be introduced;
- 4) art exhibition space, where local artists can display their work, should be introduced at the Palace Theatre and the Abbey Stadium;
  - a) the Arts in Redditch Network should promote opportunities to display local artists' work;
- 5) the Council should continue to provide support and advice to any community group aiming to introduce a new arts group in the town. In addition:
  - a) action should be taken to increase public awareness of the support and advice provided by the Council to community groups with an interest in the arts;
  - b) any new enquiries should be signposted to the Arts in Redditch Network to facilitate the formation of new arts groups; and
  - c) a new logo be created for the arts in Redditch;
- 6) the evidence gathered by Members during the course of the review and the information contained in the Arts and Culture Centre Task Group's final report should be taken into account by Officers when producing the new Redditch Arts Strategy;

## **Recommendations that could be implemented in the long-term:**

- 7) in an ideal world an arts centre would be established in Redditch by a community group. However, in order for this objective to be achieved the community group needs to be aware of and to address the following barriers:
  - a) the extent to which local arts groups would make use of an arts centre;
  - b) the financial costs involved in establishing and maintaining an arts centre;

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- c) **funding application requirements;**
  - d) **creating a sustainable business case;**
  - e) **legal liability and accountability issues;**
  - f) **availability of volunteers to operate the centre; and**
  - g) **management arrangements for the centre.**
- 8) **the Council should provide the following support and advice to any community organisation that aims to establish an arts and culture centre in the town:**
- a) **guidance on how to complete funding applications for grants**
  - b) **advice on how to produce a business case; and**
  - c) **signpost groups to relevant expert contacts for further specialist help;**
- 9) **the 'Creative Redditch' artwork should be prioritised for use on the next bus shelter that is installed in Redditch town centre.**

**RESOLVED that**

**the report be noted.**

## **168. ACCESS FOR DISABLED PEOPLE TASK GROUP - MONITORING UPDATE REPORT**

Members received a monitoring report update on action taken to implement recommendations made by the Access for Disabled People Task Group in August 2012.

Members received updates on the following recommendations:

### Recommendations 3 and 4: Accessibility of Taxi Services

The Committee was informed that the outcomes of a six week consultation with local taxi drivers and the local Taxi Association on the possibility of offering extend licenses for adapted vehicles to 12 years, rather than 9 years for standard vehicles, were to be reported for the consideration of the Licensing Committee at its meeting on 1st July 2013. Members commented that the Council needed to make it more financial viable for taxi operators to purchase adapted vehicles for their fleet.

The Licensing committee was also proposing that taxi drivers should be offered mandatory disability awareness training. This was similarly subject to the outcomes of consultation with relevant stakeholders.

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## Recommendation 6: Member Development

Members were advised that an equalities training session had already been held for Councillors. It was reported that this session had been relatively successful, although the subject matter could not be discussed in any great detail, especially around what is meant by 'discrimination', due to the brevity of the session. However, Members in attendance did return positive feedback. Therefore it was proposed that a similar session be included on an annual basis in the Member Development schedule.

## Recommendation 10a: Shopmobility Access Ramp

Officers had been asked to investigate the potential for a canopy to be installed over the ramp access to Shopmobility. This review had been completed in time for the meeting and Officers reported that the installation of a canopy would require planning permission as well as permission from the Kingfisher Centre. Plans outlining a possible design for the canopy had been submitted by Officers, though Members were advised that these plans could be amended. The Committee was advised that it would cost the Council £4,857.00 to install a canopy at this location if these plans were adopted, which would require an in-year bid from Council balances.

Members recognised that the Council had to consider this level of expenditure on Council services very carefully. However, the Committee concurred that the idea should still be pursued as the canopy would provide much needed shelter for Shopmobility customers.

## Recommendation 10d: Disability Parking spaces - Former Covered Market

Officers proposed that no further action be taken to introduce disabled parking spaces or a Dial a Ride collection and delivery point in the former covered market area. Members were informed that the majority of local stakeholders consulted on the proposal were opposed to the idea. There were health and safety concerns relating to the potential for conflict between vehicles and pedestrians. Furthermore, planning permission was unlikely to be obtained for any additional car parking in the location as the area had been designated for retail development.

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**RECOMMENDED that**

- 1) **a disability awareness session should be delivered on an annual basis as part of the Member Development Programme at Redditch Borough Council;**
- 2) **funding of £4,857 be released from balances in 2013/14 to meet the costs associated with the installation; and**

**RESOLVED that**

**the report be noted.**

**169. LIVING WAGE - OUTLINE REPORT**

The Committee considered a report regarding the Living Wage and the current implications for employees. The issue was initially raised as a 'Motion on Notice' at the Full Council meeting of 15th January 2013, whereupon it had been referred to the Overview and Scrutiny Committee for further investigation.

Members heard that the national Living Wage of £7.45 (for those living outside of London) was above the current earnings of thirty six members of staff, and also Scale 1 of the new salary grades that would soon be introduced once Job Evaluation had been formally agreed with the relevant trade union representatives. However, it was confirmed that all members of staff would be employed on at least Scale 2 once Job Evaluation came into effect, and therefore would earn in excess of the Living Wage.

Members agreed that the Committee should take another look at this issue in six month times. In particular, Officers were asked to provide an update in this report on the progress that had been made in implementing job evaluation.

**RESOLVED that**

- 1) **the Overview and Scrutiny Committee consider an update report on the Living Wage at its meeting on 8th October 2013; and**
- 2) **the report be noted.**

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**170. WEST MIDLANDS REGIONAL SCRUTINY NETWORK - UPDATE REPORT**

Councillor Witherspoon provided a verbal update on the West Midlands Regional Scrutiny Network meeting that took place on 21st March 2013 at Malvern Hills District Council, which had focused on education scrutiny.

The Committee expressed some concern that any scrutiny undertaken by local authorities into the performance of schools might conflict with the work undertaken by Ofsted. Furthermore, it was felt that head teachers, school chairmen and governors would not welcome additional scrutiny.

**RESOLVED that**

**the report be noted.**

**171. EXECUTIVE COMMITTEE MINUTES AND SCRUTINY OF THE FORWARD PLAN**

**RESOLVED that**

**the minutes of the meetings of the Executive Committee held on Tuesday 12th March and the latest edition of the Executive Committee Work Programme be noted.**

**172. ACTIONS LIST**

**RESOLVED that**

**the Actions List be noted.**

**173. TASK GROUP REVIEWS - DRAFT SCOPING DOCUMENTS**

The Committee considered a proposal received from Wychavon District Council to undertake a joint scrutiny of Worcestershire Regulatory Services (WRS).

It was explained that every Council in Worcestershire, apart from the County Council, had expressed an interest in participating in the review and the draft terms of reference had already been agreed by Bromsgrove District Council, Malvern Hills District Council, Worcester City Council and Wychavon District Council. The review would be facilitated by Bromsgrove District Council as the host authority for the WRS.

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Members noted that the review was not due to start until the new municipal year. Appointments from the Council to the joint review would therefore be made alongside other Committee appointments during the annual meeting of Council in May 2013.

**RESOLVED that**

- 1) **Redditch Borough Council Scrutiny Members participate in the joint scrutiny of Worcestershire Regulatory Services;**
- 2) **the terms of reference for the proposed review of Worcestershire Regulatory Services, as attached at Appendix 1 to the report, be approved; and**
- 3) **the report be noted.**

**174. TASK GROUPS - PROGRESS REPORTS**

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

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

There was no update as the final report had already been considered by the Committee.

- b) Housing Density – Chair, Councillor David Bush

The Housing Density Task Group had held two meetings to date. Relevant Officers from the planning and housing teams had attended to give background information to the review, and had been requested to provide further details.

The group had also met with Officers to discuss a possible public consultation in order to obtain local residents' views on the matter.

**RESOLVED that**

**the update report be noted.**

**175. HEALTH OVERVIEW AND SCRUTINY COMMITTEE**

Councillor Witherspoon updated the Committee on the latest business of the Worcestershire Health Overview and Scrutiny Committee (HOSC).



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Members were advised that at a recent informal meeting, representatives received information on Worcestershire HealthWatch, an independent consumer body that would be accountable to the County Council and was to be based in Pershore. Representatives were also informed about where HealthWatch would fit into the local NHS structure.

Members were interested to find out more information on the proposals for HealthWatch due to the potential significance to local residents. The Committee therefore requested that a representative of Worcestershire HealthWatch be invited to a forthcoming meeting to explain how it would affect the district. It was suggested that this presentation should be opened up for all Borough Councillors to attend.

## **RESOLVED that**

- 1) a representative of Worcestershire HealthWatch, be invited to present information on the new body and the implications for the Borough at a forthcoming meeting of the Committee; and**
- 2) the report be noted.**

## **176. REFERRALS**

There were no referrals.

## **177. WORK PROGRAMME**

Members were informed about Overview and Scrutiny Work Programme Planning Event scheduled for Monday 13th May which would be open for all Borough Councillors to attend.

## **RESOLVED that**

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



**Overview and Scrutiny Recommendations Tracker**  
**Recommendations made directly by the Overview and Scrutiny Committee 2012/13**

Date of O&S Committee	Recommendation	Date considered by Executive Committee	Comments on action taken to implement the Committee's recommendations (where required).
31/05/12	<p><b>Promoting Sporting Participation Task and Finish Group</b></p> <p>Recommended that</p> <ol style="list-style-type: none"> <li>1) A new independent website be created to promote sport and leisure in Redditch, be maintained and updated on a constant basis, and possess its own domain name to give it its own distinct identity;</li> <li>2) That Officers undertake a review into the possibility of creating new branding for Redditch Sports and Leisure to help compliment the new independent website; and that the Council create a competition for local students to design the new branding</li> </ol>	26/06/12	<p><b>These recommendations were all APPROVED.</b></p> <p>A full update was provided on the action that has been taken to implement these recommendations when the Biannual recommendation tracker was considered in January 2013. This update can be provided at the request of Members, though has not been repeated in this update report.</p>

	<p>3) That the Council look to maximise the benefits of parks and green spaces in Redditch by introducing more informal games areas and additional equipment to help increase sporting participation and physical activity in the local area.</p> <p>4) That the Council give its full support to the introduction of new events to promote sport and physical recreation, individual sports clubs, and increased sporting participation in Redditch.</p> <p>5) That the Council work closely with NEW College to enable its students the opportunity to support these new sporting events on a voluntary basis.</p>		
19/06/12 and 25/06/12	<p><b>Medium Term Financial Plan</b></p> <p>Recommended that</p> <p>1) the £50,000 of funding for the capital repairs of public buildings, identified as a potential saving to fund the revised budget proposals as detailed in 3.7.1 of the report, be retained as part of the capital programme; and</p>	26/06/12	<p><b>These recommendations were both REJECTED.</b></p> <p>As these recommendations were rejected there are no updates to provide.</p>

	<p>2) further time be allocated to developing a comprehensive financial statement on the proposals to revise the Medium Term Financial Plan 2012/13 – 2014/14 prior to any decision being made on the subject.</p>		
17/07/12	<p><b>Co-Location of the One Stop Shop at Woodrow Library - Pre-Decision Scrutiny</b></p> <p>The Committee proposed three recommendations on this subject. <i>As these recommendations were proposed in confidential session they are not listed here.</i></p>	24/07/12	<p><b>These recommendations were all APPROVED.</b></p> <p>A full update was provided on the action that has been taken to implement these recommendations when the Biannual recommendation tracker was considered in January 2013. This update can be provided at the request of Members, though has not been repeated in this update report.</p>
14/08/12	<p><b>Access for Disabled People Task Group Final Report</b></p> <p>Recommended that</p> <p><u>DISABLED PARKING</u></p> <p>1) a user friendly version of the map (detailed in Appendix E of the main report) demonstrating the location of disabled parking spaces and</p>	21/08/12	<p><b>These recommendations were APPROVED.</b></p> <p>A detailed update on the action take to implement recommendations made by the Task Group was provided for the consideration of Members at the meeting of the Overview and Scrutiny Committee on 2nd April.</p>

	<p>Shopmobility in Redditch town centre should be produced and promoted on the Council's website, on the Redditch Matters e-magazine and on the Palace Theatre's website and should be promoted to local businesses to use;</p> <p>a) the contents of this map should be reviewed every twelve months to ensure that the information remains accurate;</p> <p>2) Redditch Borough Council should work with the Redditch Town Centre Partnership, Worcestershire County Council's Highways Department and the Kingfisher Shopping Centre to introduce collection and delivery points in the town centre that could be used by vehicles transporting people with disabilities;</p> <p><u>TAXI SERVICES</u></p> <p>3) taxi companies should be offered licences to operate adapted vehicles for a longer period of time than standard vehicles to incentivise taxi firms to increase the number of adapted vehicles in their fleets. The vehicles should be permitted to operate for these lengthier</p>		
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	<p>periods of time subject to passing the three inspection tests and the MOT that the Council's licensing regime requires for each vehicle;</p> <p>4) taxi drivers should be offered disability awareness training, which would include information about manually assisting people with disabilities, by Redditch Borough Council;</p> <p><u>BUSES</u></p> <p>5) Worcestershire County Council's Transport Department should work with local bus operators to apply for any future Better Buses Area Funding from the Department for Transport to finance the installation of audio-visual equipment on buses operating in Redditch Borough;</p> <p><u>GENERAL RECOMMENDATIONS</u></p> <p>6) a disability awareness session should be delivered as part of the Member Development Programme at Redditch Borough Council;</p>		
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	<p>7) ward Members should be made aware that they can use their knowledge of the local community to assess the condition of the pavements and dropped kerbs located in their wards and report their findings for the consideration of Worcestershire County Council's Highways Department and Redditch Borough Council's Environmental Services;</p> <p>8) the Council's Planning Department should consider arranging for funding from Section 106 agreements to be allocated to the installation of tactile signage in the town centre for the use of people with sensory impairments;</p> <p>9) Redditch Town Centre Partnership work with the Kingfisher Shopping Centre to introduce additional seating in the Kingfisher Shopping Centre, involving an investigation of the ergonomics of the seating provided;</p>		
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	<p>10) Officers undertake further work into the following areas that should be reported for the consideration of the Overview and Scrutiny Committee and Executive Committee at a later date:</p> <ul style="list-style-type: none"><li>a) a review of the potential to install a canopy over the ramp access to Shopmobility;</li><li>b) a joint review in partnership with Apollo 2000 of the potential for the Council to undertake landscaping work in the company's car park in return for using the car park as a collection and delivery point for Dial a Ride vehicles;</li><li>c) a joint review with the Kingfisher Shopping Centre, concerning the potential activation of the RNIB React system in the centre; and</li><li>d) a review of the implications of introducing disabled parking spaces and a Dial a Ride collection and delivery point in the former covered market area, as detailed in Appendix E.</li></ul>		
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<p>09/10/12</p>	<p><b>Dial a Ride Extended Service – Feasibility Study</b></p> <p>Recommended that</p> <ol style="list-style-type: none"> <li>1) the Dial-a-Ride scheme operated under a permit issued under section 19 of the Transport Act 1985, be extended to include making the Dial-a Ride vehicles available to those community organisations registered with the Council for use during evenings and weekends;</li> <li>2) that the charging schedule as set out in Appendix 1 be adopted; and</li> <li>3) that the scheme is based on the examples presented in appendix 2;</li> <li>4) subject to the extended Dial a Ride scheme being approved, the Overview and Scrutiny Committee receive a monitoring update report on the subject 12 months after the scheme’s introduction.</li> </ol>	<p>16/10/12</p>	<p><b>The recommendations were all APPROVED.</b></p> <p>A full update was provided on the action that has been taken to implement these recommendations when the Biannual recommendation tracker was considered in January 2013. This update can be provided at the request of Members, though has not been repeated in this update report.</p>
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<p>09/10/12</p>	<p><b>Portfolio Holder Annual Report – Planning, Regeneration, Economic Development and Local Transport</b></p> <p>Recommended that</p> <ol style="list-style-type: none"> <li>1) Redditch Borough Councillors and Officers develop a clear understanding of the most effective uses of <i>Choose How You Move 2</i> monies in Redditch Borough; and</li> <li>2) the Economic Advisory Panel (ECAP) should meet more frequently, the scope of the Panel should be expanded and more active participation of elected Members at meetings of the Panel should be promoted.</li> </ol>	<p>20/11/12</p>	<p><b>The recommendations were APPROVED, subject to amended wording to the first recommendation.</b></p> <p>The Executive Committee agreed the following wording for the first recommendation: “Redditch Borough Council Officers ensure that the most effective use be made of Choose How You Move monies in Redditch”.</p> <p>ECAP now meets on a quarterly basis. The Panel has discussed its remit and agreed to focus on specific economic topics at each meeting inviting officers and other stakeholders to attend as appropriate. For example, the Panel will be considering the Town Centre at its next meeting. Officers are currently in the process of putting dates in the diary for the coming year. All Members are now made aware of the meetings and are free to attend if they wish, not just those Members nominated to the Panel.</p>
<p>06/11/12</p>	<p><b>Sickness Policy Short, Sharp Review</b></p> <p>Recommended that</p> <ol style="list-style-type: none"> <li>1) the Council’s Sickness Absence Policy should be updated and reduced in length, in order to clarify the structure and process for managing both short-term and long-term sickness absences;</li> </ol>	<p>20/11/12</p>	<p><b>These recommendations were all APPROVED.</b></p> <p>A full update was provided on the action that has been taken to implement these recommendations when the Biannual recommendation tracker was considered in January 2013. This update can be provided at the request of Members, though has not been repeated in this update report.</p>

	<ul style="list-style-type: none"><li>2) the terminology used in the policy be sensitive to the needs of staff experiencing sickness;</li><li>3) an A5 laminated guide to the Council's Sickness Absence Policy should be provided for the use of managers and staff;</li><li>4) all changes to the Council's Sickness Absence Policy should be communicated to managers and staff;</li><li>5) the Sickness Absence Policy should be included in the induction process for new staff and managers employed by the Council;<ul style="list-style-type: none"><li>a) staff and managers should also receive regular refresher training;</li></ul></li><li>6) the Sickness Absence Policy should be applied consistently to staff across all service areas, but managers should be encouraged, recognising individual circumstances and different working environments to apply the policy appropriately;</li></ul>		
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	<p>7) the occupational health service available to staff experiencing sickness should be reviewed; and</p> <p>8) communication should form an integral part of the transformation process to ensure that staff understand the reasons for changes made to services as part of the transformation process and how transformation may impact on them.</p>		
11/12/12	<p><b>Concessionary Rents</b></p> <p>RECOMMENDED that</p> <p>1) the Draft Policy attached at Appendix 1 to the report be approved, and implemented with immediate effect for new tenancies, subject to the further recommendations from the Overview and Scrutiny Committee being approved (<i>as listed below in recommendations 4 to 10</i>);</p> <p>2) transitional arrangements be introduced with effect from 1st April 2013 to allow the policy to be fully implemented over a three year period taking into account the</p>	18/12/12	<p><b>The first three recommendations were APPROVED,</b> subject to rewording of recommendation 1.</p> <p>For the following seven recommendations the Executive Committee identified a disconnect between the Overview and Scrutiny proposals and the final report from Officers on the subject of Concessionary Rents (for reasons beyond the control of the Task Group). It was on this basis that the Executive Committee didn't feel it appropriate to adopt the recommendations. The Portfolio Holder was tasked with seeing whether there was anything within the recommendations that might be usefully taken on board. However, no points have been identified in this manner to date. Therefore these final seven recommendations should be regarded as having been REJECTED.</p>

	<p>terms of existing leases;</p> <p>3) authority be delegated to the Head of Finance and Resources in conjunction with the Council's Voluntary Sector Grants Co-ordinator to approve concessionary rents/rent relief in line with the draft policy attached at Appendix 1 to the report;</p> <p>4) that any Council policy on concessionary rents ensure that a consistent, fair, clear and transparent approach is applied to dealing with applications from third sector organisations;</p> <p>5) that any third sector organisation looking to obtain a concessionary rent from the Council be required to submit a detailed business case outlining their plans for a particular property;</p> <p>6) that Officers facilitate a series of workshops to advertise and promote the new policy to the third sector in Redditch;</p>		<p>The Council's Concessionary Rents Policy is currently in the process of being reviewed. Any proposed changes to the policy resulting from the review will be presented for the consideration of the executive committee in due course.</p>
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	<p>7) that the Council work with the local media and utilise social networks and its own website to publicise the new policy to the third sector in Redditch;</p> <p>8) that each approved concessionary rent agreement be for a minimum five year duration, include a three year break clause, and be monitored on an annual basis;</p> <p>9) that the Council undertake a review of the approved policy twelve months after its inception; and</p> <p>10) Officers further investigate suitable organisations to which third sector groups could be signposted with regard to obtaining independent advice on renting and managing properties.</p>		
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05/02/13	<p><b>Fees and Charges 2013/14</b></p> <p>RECOMMENDED that</p> <p>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:-</p> <ul style="list-style-type: none"> <li>a) fees or charges are statutory,</li> <li>b) fees and charges are set externally, or</li> <li>c) other Council- approved circumstances apply.</li> </ul>	12/02/13	<p><b>This recommendation was APPROVED.</b></p> <p>The approved fees and charges started to be implemented in April 2013.</p>
05/02/13	<p><b>Redditch Market Review</b></p> <p>RECOMMENDED that</p> <ul style="list-style-type: none"> <li>1) a new strategy for the market be developed which clearly sets out how the market can be revitalised over the next five year period;</li> <li>2) a small core working group consisting of local stakeholders should be created to help develop and implement the new strategy;</li> </ul>	12/03/13	<p><b>These recommendations were all APPROVED subject to the Portfolio Holder for Planning, Regeneration, Economic Development and Transport taking the lead on working on the detail of proposals and on the adoption of a bold and radical approach to recommendations 1 and 2 in particular, including a full assessment of the options for delivering a vibrant and viable market.</b></p> <p>In addition to arrangements being in hand to form the working group to develop the five year strategy and as part of the “full assessment of the options for delivering a vibrant and viable market”, the North Worcestershire Economic</p>



	<p>3) the number of general retail market operating days should be reduced to no more than three days a week. The working group to consult with existing regular traders about which particular days should be retained;</p> <p>4) consideration is given to holding more speciality markets to take place on non general retail market operating days on a regular basis to help create a niche for the Redditch market. The working group to consider how such markets would be managed within the available resources;</p> <p>5) the market working group considers the feasibility of introducing an on-site Redditch Market information point;</p> <p>6) the market working group considers the feasibility of market customers being provided with an opportunity to pay the traders for goods through their mobile phone and debit and credit card payment facilities;</p>		<p>Development and Regeneration Service's Client Management Group has instructed officers to explore various options with a view to potentially externalising the markets function.</p> <p>In the interim, it is confirm that Redditch Borough Council has joined the National Association of British Market Authorities (NABMA), has participated in the Love Your Local Market 2013 fortnight which ran from 15th May to 29th May 2013, has completed a market branding process and continues to advertise and promote the market to traders and the public.</p>
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	<p>7) each trader is required to possess a returns policy which should be clearly advertised;</p> <p>8) the working group facilitates further opportunities for local people, especially students and the unemployed, to obtain business experience through operating stalls in the market place at no charge on a short-term basis, to include the introduction of a new mentoring scheme to offer help and assistance to new traders;</p> <p>9) the working group facilitates further opportunities for local businesses to showcase their goods and services on market stalls;</p> <p>10) the working group facilitates the allocation of free stalls on a rotating basis to local people to promote forthcoming community events and the work of local charities, subject to stall availability;</p> <p>11) the market working group explores the possibility of realigning and extending the layout of the market past its current location;</p>		
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	<p>12) the market working group explores the feasibility of introducing a covered food court area;</p> <p>13) the market working group explores the suitability of the design of the current market stalls and to consider whether the introduction of alternative stalls would improve the overall visual appearance of the stalls;</p> <p>14) the market working group ensures that any review of signage in the town centre includes adequate reference to the market;</p> <p>15) the market working group works with local bus operators to help further promote the market;</p> <p>16) the Council should engage with the Public Fundraising Regulatory Association with a view to reaching an agreement to regulate the working days and areas of charity street fundraisers in Redditch Town Centre; and</p> <p>17) Redditch Borough Council should join the National Association of British Market Authorities (NABMA) and participate in the</p>		
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	<p><i>Love Your Local Market 2013</i> event to publicise the changes and new opportunities that would have been introduced at the market.</p>		
02/04/13	<p><b>Arts and Culture Centre Task Group</b></p> <p>RECOMMENDED that</p> <p><u>Recommendations that could be implemented in the short to medium term:</u></p> <ol style="list-style-type: none"> <li>1) the Arts in Redditch Network, and the benefits to be accrued from membership of the network, should be promoted to local arts groups;</li> <li>2) the Arts in Redditch Network should maintain a list of existing arts groups in Redditch on their new website; <ol style="list-style-type: none"> <li>a) the Council should continue to maintain a link from the local authority's website to the new Arts in Redditch Network website;</li> </ol> </li> <li>3) an online Redditch Arts Map, including an arts trail, outlining the location of public art works and venues in the</li> </ol>	09/04/13	<p><b>All of the group's recommendations were ENDORSED by the Executive Committee. However, the Committee could not decide on all of the recommendations as it is not the decision making body for outside organisations.</b></p> <p><b>The following conclusions have been reached:</b></p> <p><b>Recommendation 2a, 4, 5, 6, 8 and 9 were APPROVED.</b></p> <p><b>Recommendations 1, 2, 4a, and 7 were recommendations to the Arts in Redditch Network.</b></p> <p>The Arts in Redditch Network has considered the Task Group's recommendations. The network's preliminary response to these recommendations is detailed in Appendix A to this report. The network has reserved the right to submit a more detailed response at a later date and may adapt their response accordingly at this stage. A final decision on these recommendations therefore remains PENDING.</p> <p><b>Recommendation 3 was a recommendation to the Arts in Redditch Network and Choose How you Move (Worcestershire County Council). At the time of writing</b></p>

	<p>Borough and linked to an icon on the new information kiosks in the town centre, should be introduced;</p> <p>4) art exhibition space, where local artists can display their work, should be introduced at the Palace Theatre and the Abbey Stadium;</p> <p>a) the Arts in Redditch Network should promote opportunities to display local artists' work;</p> <p>5) the Council should continue to provide support and advice to any community group aiming to introduce a new arts group in the town. In addition:</p> <p>a) action should be taken to increase public awareness of the support and advice provided by the Council to community groups with an interest in the arts;</p> <p>b) any new enquiries should be signposted to the Arts in Redditch Network to facilitate the formation of new arts groups; and</p> <p>c) a new logo be created for the arts in Redditch;</p> <p>6) the evidence gathered by Members</p>		<p><b>a decision on this recommendations remains PENDING.</b></p> <p>Choose How You Move was advised about the outcomes of the Executive Committee's deliberations in April 2013. Officers from Worcestershire county Council have confirmed that they will be discussing this proposal in further detail in due course. The outcomes of these deliberations will be reported for members' consideration in due course.</p>
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	<p>during the course of the review and the information contained in the Arts and Culture Centre Task Group's final report should be taken into account by Officers when producing the new Redditch Arts Strategy;</p> <p><u>Recommendations that could be implemented in the long-term:</u></p> <p>7) in an ideal world an arts centre would be established in Redditch by a community group. However, in order for this objective to be achieved the community group needs to be aware of and to address the following barriers:</p> <ul style="list-style-type: none"><li>a) the extent to which local arts groups would make use of an arts centre;</li><li>b) the financial costs involved in establishing and maintaining an arts centre;</li><li>c) funding application requirements;</li><li>d) creating a sustainable business case;</li><li>e) legal liability and accountability issues;</li><li>f) availability of volunteers to operate the centre; and</li></ul>		
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	<p>g) management arrangements for the centre.</p> <p>8) the Council should provide the following support and advice to any community organisation that aims to establish an arts and culture centre in the town:</p> <ul style="list-style-type: none"> <li>a) guidance on how to complete funding applications for grants</li> <li>b) advice on how to produce a business case; and</li> <li>c) signpost groups to relevant expert contacts for further specialist help;</li> </ul> <p>9) the 'Creative Redditch' artwork should be prioritised for use on the next bus shelter that is installed in Redditch town centre.</p>		
02/04/13	<p><b>Access for Disabled People Task Group – Monitoring Update Report</b></p> <p>RECOMMENDED that</p> <p>1) a disability awareness session should be delivered on an annual basis as part of the Member Development Programme at Redditch Borough Council; and</p>	09/04/13	<p><b>Decisions have not yet been taken on either of these recommendations and therefore remain PENDING.</b></p> <p>The first of these recommendations is due to be considered by the Member Development Steering Group at a meeting in June 2013.</p> <p>The second of these recommendations has been referred for the consideration of the Executive Committee on 11<sup>th</sup> June 2013.</p>

	2) an in year bid, to be paid for from balances, should be made to fund the installation of a canopy over the ramp access to Shopmobility.		
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Total Number of recommendations first half 2012/13: 73

Number of Recommendations APPROVED by the Executive Committee: 58

Number of Recommendations REJECTED by the Executive Committee: 9

Number of Recommendation PENDING a final decision from the Executive Committee, Arts in Redditch Network, or Choose How You Move: 6.



**APPENDIX A**  
ARTS AND CULTURE CENTRE TASK GROUP  
RESPONSE FROM THE ARTS IN REDDITCH NETWORK



**Draft Response to Report of the Task and Finish Group – Arts in Redditch**

**Chapter 1 Recommendations that could be implemented in the short to medium term.**

**Recommendation 1**

**The Arts in Redditch Network, and the benefits to be accrued from membership of the network, should be promoted to local arts groups.**

**Financial Implications:** There are no financial implications for either the Council or the Arts in Redditch Network.

**Legal implications:** There are no legal implications, for either the Council or the network.

***Response:** This recommendation is welcomed, since there is a need to build not just membership, but active participation in the network. The objectives of the network cannot be achieved without that participation, and the support of the Borough Councils Arts Development team, in promoting the benefits of membership and participation, is essential.*

**Recommendation 2**

**The Arts in Redditch Network should maintain a list of existing arts groups in Redditch on their new website.**

**a) The Council should continue to maintain a link from the local authority's website to the new Arts in Redditch Network website.**

**Financial Implications:** There are no financial implications for either the Council or the Arts in Redditch Network.

**Legal implications:** There are no legal implications, for either the Council or the network.

***Response:** This recommendation is welcomed, and this content, and links to and from other sites, will be central to the specification of the new website.*

**Recommendation 3**

**An online Redditch Arts Map, including an arts trail, outlining the location of public art works and venues in the Borough and linked to an icon on the new information kiosks in the town centre, should be introduced.**

**Financial Implications:** There are no immediate financial implications for the Council.

There are direct financial implications for the Arts in Redditch Network as it has been estimated that it would cost £9,450 to produce the arts map and additional maintenance costs. The group is suggesting that these costs should be met by the Arts in Redditch Network through submitting a funding application to an organisation that provides grants to the arts.

Information kiosks cost approximately £25,000 to install in an outside location. Choose How You Move 2 are intending to fund the introduction of two new kiosks, one of which will be installed outside. The other will be installed in the train station. The funding from Choose How You Move will cover the cost of the implementation, software and the kiosk as well as maintenance costs.

**Legal implications:** There are no legal implications, for either the Council or the network.

*Response: We recognise the merits of this recommendation, but in view of the predicted financial implications, it is felt that the Arts Map should be developed as part of a second phase in the development of the new website. In exploring this possibility further, it may be found that the cost of implementing the Arts Map will be less than the estimated cost set out in the recommendation.*

#### **Recommendation 4**

**Art exhibition space, where local artists can display their work, should be introduced at the Palace Theatre and the Abbey Stadium.**

**a) The Arts in Redditch Network should promote opportunities to display local artists' work.**

**Financial Implications:** There are no financial implications for the Council or for the Arts in Redditch Network.

**Legal implications:** Redditch Borough Council would need to agree terms and conditions with artists when arranging for artwork to be displayed in the Palace Theatre and Abbey Stadium. Members have been advised that this agreement could be based on an adapted version of the agreements that the Palace Theatre currently makes with arts bodies that hire facilities at the venue.

*Response: We strongly support this recommendation. Anything that can be done to provide new opportunities for the display of visual arts in the town should be welcomed, and the network can play its part in promoting the use of these venues.*

*In terms of the Legal Implications, any agreements used to regulate the display of artworks in RBC premises must be simple, unambiguous and proportionate. In our view, the current Palace Theatre hiring contract is unduly complex, and should not be used as a model for any agreement relating to the display of visual arts.*

#### **Recommendation 5**

**The Council should continue to provide support and advice to any community group aiming to introduce a new arts group in the town.**

**In addition:**

**a) action should be taken to increase public awareness of the support and advice provided by the Council to community groups with an interest in the arts; and**

**b) any new enquiries should be signposted to the Arts in Redditch Network to facilitate the formation of new arts groups.**

**Financial Implications:** There are no additional financial implications for the Council as Officers already provide support and advice to community groups aiming to introduce new arts groups in the town. There are no financial implications for the Arts in Redditch Network.

**Legal implications:** There are no legal implications, for either the Council or the network.

***Response:** Whilst supporting the intention that lies behind this recommendation, there is some ambiguity regarding the role of RBCs Arts Development team and the network. This is an issue that needs to be discussed and clarified with RBC officers.*

**Recommendation 6**

**The evidence gathered by Members during the course of the review and the information contained in the Arts and Culture Centre Task Group’s final report should be taken into account by Officers when producing the new Redditch Arts Strategy.**

**Financial Implications:** There are no additional financial implications for the Council as the Leisure Services team had already committed to producing a new arts strategy for Redditch prior to the launch of the Task Group.

**Legal implications:** There are no legal implications for the Council.

***Response:** We welcome this recommendation, and the opportunity to contribute to the development of the Borough Council’s Arts Strategy.*

**Chapter 2 Recommendations that could be implemented in the long-term**

**Recommendation 7**

**In an ideal world an arts centre would be established in Redditch by a community group. However, in order for this objective to be achieved the community group needs to be aware of and to address the following barriers:**

- a) the extent to which local arts groups would make use of an arts centre;**
- b) the financial costs involved in establishing and maintaining an arts centre;**
- c) funding application requirements;**
- d) creating a sustainable business case;**
- e) legal liability and accountability issues;**
- f) availability of volunteers to operate the centre; and**
- g) management arrangements for the centre.**

**Financial Implications:** There are no financial implications for the Council. The financial implications of establishing an arts centre for a community group have been detailed in the report for interested stakeholders to note.

**Legal Implications:** There are no legal implications for the Council. The legal implications of establishing an arts centre for a community group have been detailed in the report for interested stakeholders to note.

***Response:** We have always been mindful of the issues and challenges that need to be overcome in pursuing the development of an Arts Centre in Redditch. We also recognise that this is a long-term aspiration, and in the meantime, we accept the main thrust of the recommendation of this report, namely to focus on developing the Arts Network in the town, to increase participation in and awareness of arts activities by the wider community. This is entirely consistent with the existing constitution of the Arts in Redditch Network.*

**Recommendation 8**

**The Council should provide the following support and advice to any community organisation that aims to establish an arts and culture centre in the town:**

- a) guidance on how to complete funding applications for grants;
- b) advice on how to produce a business case; and
- c) signpost groups to relevant expert contacts for further specialist help.

**Financial Implications:** There would be a financial cost to the Council. Specifically this financial cost would need to cover Officer time involved in providing the support to a community organisation aiming to establish an arts and culture centre in Redditch.

**Legal implications:** There are no legal implications for the Council.

**Response:** *We support this recommendation, but see also our response to Recommendation 5.*

#### **Recommendation 9**

**The 'Creative Redditch' artwork should be prioritised for use on the next bus shelter that is installed in Redditch town centre.**

**Financial Implications:** There would be financial implications for either Redditch Borough Council or the North Worcestershire Community Safety Partnership. A new bus shelter, involving a number of reinforced panels in a steel frame can cost £2,000 – 4,000.

However, the group is proposing that funding should not be invested in this project until a future date when appropriate budgets are available or a bus shelter in the town centre requires refurbishment work.

**Legal implications:** There are no legal implications for either the Council or the North Worcestershire Community Safety Partnership.

**Response:** *We support this recommendation, but given the limited number of bus shelters in the town centre itself, we wonder if the artwork could be used in the Kingfisher Centre bus station, or elsewhere in the Kingfisher Centre? We suggest that this could be explored with the centre management.*

Steering Group

Arts in Redditch Partnership

20<sup>th</sup> May 2013



# Executive Committee

9<sup>th</sup> April 2013

## MINUTES

### Present:

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

### Also Present:

Councillors Andrew Brazier and Gay Hopkins

### Officers:

J Bayley, J Cochrane, K Dicks, C Flanagan and H Mole

### Committee Services Officer:

I Westmore

### 178. APOLOGIES

There were no apologies for absence.

### 179. DECLARATIONS OF INTEREST

There were no declarations of interest.

### 180. LEADER'S ANNOUNCEMENTS

There were no announcements from the Leader.

### 181. MINUTES

**RESOLVED that**

**the minutes of the meeting of the Executive Committee held on 12<sup>th</sup> March 2013 be agreed as a correct record and signed by the Chair.**

### 182. ARTS AND CULTURAL CENTRE TASK GROUP - FINAL REPORT

.....  
Chair

The Committee received a presentation from the Chair of the Arts and Culture Centre Task Group, Councillor Gay Hopkins, to accompany the final report of the Group. Councillor Hopkins explained the background to the review, including the decision to co-opt former Councillor Malcolm Hall, a keen supporter of the arts locally, onto the Task Group.

The meeting was informed that a number of regional arts venues had been visited during the course of the review to experience what could be achieved. The outcome of the consultation with local residents and arts groups was outlined for the Committee, demonstrating widespread theoretical support for an arts venue amongst the public and a rather more lukewarm response from the local arts community who were, for the most part, keen to retain their established local ties and venues. Following on from the consultation, an audit was undertaken of the opportunities for partaking in the arts in the Redditch area and it was apparent that the overwhelming majority of the activities in which consultees wished to indulge were already available through existing provision.

In conclusion, the Group did not feel that there would be enough enthusiasm and business expertise available locally to establish and run an arts centre from a single, dedicated venue. It was clear that the Borough Council had no resources to establish such a Centre and it would require substantial work from a dynamic community group to realise this ambition. The make-up of the current groupings supporting the arts in Redditch was briefly outlined for the benefit of Members. The Group instead considered that promotion of existing arts groups and activities through an Arts Map and Arts Trail could be both achievable and positive.

The Executive Committee commended the Group on the report it had produced and there was a general consensus in favour of the recommendations which had been advanced. The focus on highlighting existing provision and providing access points for information on local arts activities was endorsed. It was considered that bringing together both information about the arts and also members of the arts community itself, without the need for an established central venue, was an achievable and worthwhile objective.

**RESOLVED that**

**the following recommendations should be implemented in the short or medium term:**

- 1) the Arts in Redditch Network, and the benefits to be accrued from membership of the network, should be promoted to local arts groups;**



*(RECOMMENDATION to the Arts in Redditch Network).*

- 2) the Arts in Redditch Network should maintain a list of existing arts groups in Redditch on their new website;

*(RECOMMENDATION to the Arts in Redditch Network).*

- a) the Council should continue to maintain a link from the local authority's website to the new Arts in Redditch Network website;
- 3) an online Redditch Arts Map, including an arts trail, outlining the location of public art works and venues in the Borough and linked to an icon on the new information kiosks in the town centre, should be introduced;

*(RECOMMENDATION to the Arts in Redditch Network and to Choose How You Move, Worcestershire County Council).*

- 4) art exhibition space, where local artists can display their work, should be introduced at the Palace Theatre and the Abbey Stadium;
  - a) the Arts in Redditch Network should promote opportunities to display local artists' work;

*(RECOMMENDATION to the Arts in Redditch Network).*

- 5) the Council should continue to provide support and advice to any community group aiming to introduce a new arts group in the town. In addition:
  - a) action should be taken to increase public awareness of the support and advice provided by the Council to community groups with an interest in the arts;
  - b) any new enquiries should be signposted to the Arts in Redditch Network to facilitate the formation of new arts groups;
  - c) a new logo be created for the arts in Redditch;
- 6) the evidence gathered by Members during the course of the review and the information contained in the Arts and Culture Centre Task Group's final report should be taken into account by Officers when producing the new Redditch Arts Strategy;

the following recommendations should be implemented in the long-term:

- 7) in an ideal world an arts centre would be established in Redditch by a community group. However, in order for this objective to be achieved the community group needs to be aware of and to address the following barriers:
- a) the extent to which local arts groups would make use of an arts centre;
  - b) the financial costs involved in establishing and maintaining an arts centre;
  - c) funding application requirements;
  - d) creating a sustainable business case;
  - e) legal liability and accountability issues;
  - f) availability of volunteers to operate the centre; and
  - g) management arrangements for the centre;

*(RECOMMENDATION to the Arts in Redditch Network that this proposal be noted).*

- 8) the Council should provide the following support and advice to any community organisation that aims to establish an arts and culture centre in the town:
- a) guidance on how to complete funding applications for grants;
  - b) advice on how to produce a business case; and
  - c) signpost groups to relevant expert contacts for further specialist help; and
- 9) the 'Creative Redditch' artwork should be prioritised for use on the next bus shelter that is installed in Redditch town centre.

## 183. BECOMING A SYSTEMS THINKING ORGANIZATION

Officers provided the Committee with a presentation on Systems Thinking and how this approach was being adopted to improve services across the authority. It was explained that Systems Thinking was a different approach to improving services to those adopted previously in that it sought to achieve improvement through the removal of waste steps from systems. Members were informed that staff were now embracing these new ways of working as knowledge of the process increased and the initial fear of change

was overcome. Many staff welcomed the increased empowerment with which they were provided and Officers added that steps were actively being pursued to promote similar, dynamic ways of working at the Council's partner organisations.

Members were keen to support the process that was being undertaken, recognising the good work that had been achieved to date and the opportunities for saving money through working smarter and also for sharing our learning with other public sector organisations. It was also recognised that the present developments were achieving improved outcomes over time for local residents and businesses. Officers were clear that the systems thinking approach was a continuing challenge and that further service improvements would be sought over time as new ways of working were rolled out.

**RESOLVED that**

**the following means of involving Members in the Systems Thinking approach be adopted:**

- a) **Practical Orientation Sessions of up to a day and half;**
- b) **Interventions – visiting services to see how improvements are planned and implemented;**
- c) **Portfolio Holders – discuss with Head of Services visiting interventions;**
- d) **“Seminars” – updates from interventions / presentations from service teams (2 or 3 a year); and**
- e) **potentially utilising the Shared Services Board to share learning with all Councillors.**

**184. OVERVIEW AND SCRUTINY COMMITTEE**

The minutes of a recent meeting of the Overview and Scrutiny Committee were received by the Committee.

**RESOLVED that**

**the minutes of the meeting of the Overview and Scrutiny Committee held on 5<sup>th</sup> March 2013 be received and noted.**

**185. WORCESTERSHIRE SHARED SERVICES JOINT COMMITTEE**

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

**RESOLVED that**

**the minutes of the meeting of the Worcestershire Shared Services Joint Committee held on 21<sup>st</sup> February 2013 be received and noted.**

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

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

**187. ADVISORY PANELS - UPDATE REPORT**

A report on the activity of the Committee's Advisory Panels and similar bodies was considered. It was reported that the Economic Advisory Panel was meeting as originally intended on 15<sup>th</sup> April and the next meeting of the Climate Change Advisory Panel had been rescheduled for 15<sup>th</sup> May 2013.

**RESOLVED that**

**the report be noted.**

**188. ACTION MONITORING**

The Committee received the latest Action Monitoring report and were informed that the Council's Housing Strategy team were seeking to develop their own protocol for the provision of accommodation for homeless people.

**RESOLVED that**

**the report be noted.**

The Meeting commenced at 7.00 pm  
and closed at 8.09 pm

.....  
Chair

# EXECUTIVE COMMITTEE LEADER'S WORK PROGRAMME

**1<sup>st</sup> June to 30<sup>th</sup> September 2013**

(published as at 21<sup>st</sup> May 2013)

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

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

Whilst the majority of the Executive Committee's business at the meetings listed in this Work Programme will be open to the public and media organisations to attend, there will inevitably be some business to be considered that contains confidential, commercially sensitive or personal information. This is called exempt information. Members of the public and media may be asked to leave the meeting when such information is discussed.

If an item is likely to contain exempt information we show this on the Work Programme. You can make representations to us if you consider an item or any of the documents listed should be open to the public.



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

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

**“Key Decisions” are ones which are likely to:**

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

The Work Programme is available for inspection free of charge at the Town Hall, Walter Stranz Square, Redditch, B98 8AH from 9am to 5pm Mondays to Fridays; or on the Council's website ([www.redditchbc.gov.uk](http://www.redditchbc.gov.uk)).

If you wish to make representations on the proposed decision you are encouraged to get in touch with the relevant report author as soon as possible before the proposed date of the decision. Contact details are provided. Alternatively you may write to the Head of Legal, Equalities and Democratic Services, The Town Hall, Walter Stranz Square, Redditch, B98 8AH or e-mail: [democratic@bromsgroveandredditch.gov.uk](mailto:democratic@bromsgroveandredditch.gov.uk)

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

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

#### **EXECUTIVE COMMITTEE MEMBERSHIP**

Councillor Bill Hartnett	Leader of the Council and Portfolio Holder for Community Leadership & Partnership
Councillor Greg Chance	Deputy Leader and Portfolio Holder for Planning, Regeneration, Economic Development, Public Transport
Councillor John Fisher	Portfolio Holder for Corporate Management
Councillor Rebecca Blake	Portfolio Holder for Community Safety & Regulatory Services
Councillor Mark Shurmer	Portfolio Holder for Housing
Councillor Debbie Taylor	Portfolio Holder for Local Environment & Health
Councillor Phil Mould	Portfolio Holder for Leisure & Tourism
Councillor Juliet Brunner	
Councillor Brandon Clayton	



Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Financial Reserves Statement 2012/13 <b>Key:</b> No	Executive 11 Jun 2013 Council 22 July 2013		Report of the Head of Finance and Resources	S Morgan, Financial Services Manager Tel: 01527 64252 ext 3790
Making Experiences Count - Quarterly Customer Service Report - Quarter 4 2012/13 <b>Key:</b> No	Executive 11 Jun 2013		Report of the Head of Customer Services	A de Warr, Head of Customer Services Tel: 01527 64252 ext 3177
The Green Deal <b>Key:</b> Yes	Executive 11 Jun 2013		Report of the Head of Environmental Services	C John, Climate Change Manager Tel: 01527 64252 ext 3700
Consolidated Revenue Outturn - Financial Year 2012/13 <b>Key:</b> Yes	Executive 9 Jul 2013		Report of the Head of Finance and Resources	S Morgan, Financial Services Manager Tel: 01527 64252 ext 3790
Council Plan <b>Key:</b> No	Executive 9 Jul 2013 Council 22 July 2013		Report of the Chief Executive	R Dunne, Policy Manager Tel: 01527 881616



Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Borough of Redditch Local Plan No. 4 <b>Key:</b> No	Executive 30 July 2013 Council 2 September 2013		Report of the Head of Planning and Regeneration	E Baker, Acting Development Plans Manager Tel: 01527 64252 ext 3034
Job Evaluation <b>Key:</b> Yes	Executive		Report of the Head of Finance and Resources	B Talbot, Human Resources and Development Manager Tel: 01527 64252 ext 3385
Plymouth Road Cemetery <b>Key:</b> No	Executive		Report of the Head of Environmental Services	S Horrobin, Waste Management Manager Tel: 01527 64252 ext 3706
Highway Impact and Accessibility Modelling Report - Worcestershire County Council (Halcrow) May 2011 <b>Key:</b> No	Executive			Page 49
Housing Allocations Policy - Review <b>Key:</b> No	Executive Council		Report of the Head of Housing	L Tompkin, Head of Housing Tel: 01527 64252 ext 3304

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Tenancy Policy <b>Key: No</b>	Executive		Report of the Deputy Chief Executive and Executive Director (Leisure, Environmental & Community Services)	D Allen, Housing Strategy Manager Tel: 01527 881278



# Overview and Scrutiny Committee

No Direct Ward Relevance

4th June 2013

## WORK PROGRAMME

(Report of the Chief Executive)

Date of Meeting	Subject Matter	Officer(s) Responsible for report
<b>ALL MEETINGS</b>	<b>REGULAR ITEMS</b>	<b>(CHIEF EXECUTIVE)</b>
	Minutes of previous meeting Consideration of the Forward Plan Consideration of Executive Committee key decisions Call-ins (if any) Pre-scrutiny (if any) Consideration of Overview and Scrutiny Actions List Referrals from Council or Executive Committee, etc. (if any) Task Groups / Short, Sharp Review Groups - feedback Committee Work Programme	Chief Executive Chief Executive Chief Executive Chief Executive Chief Executive Chief Executive Chief Executive Chief Executive
	<b>REGULAR ITEMS</b> Update on the work of the Crime and Disorder Scrutiny Panel.	Chair of the Crime and Disorder Scrutiny Panel

# Overview and Scrutiny

Committee

4th June 2013

	<p><b>REGULAR ITEMS</b></p> <p>Updates on the work of the Worcestershire Health Overview and Scrutiny Committee</p> <p>Bi-Annual Recommendation Tracker Reports – Scrutiny Committee</p> <p>Bi-Annual Monitoring Report – Redditch Sustainable Community Strategy</p>	<p>Redditch Borough Council representative on the Health Overview and Scrutiny Committee</p> <p>Relevant Lead Head(s) of Service</p> <p>Relevant Lead Head(s) of Service</p>
<b>OTHER ITEMS - DATE FIXED</b>		
<b>4th June 2013</b>	Bi-Annual Recommendation Tracker Reports – Scrutiny Committee	Relevant Lead Head of Service
<b>4th June 2013</b>	Healthwatch Worcestershire - Presentation	Chair, HealthWatch Worcestershire
<b>4th June 2013</b>	Task Group Appointments: a) Housing Density Review; and b) Joint Worcestershire Regulatory Services Review.	Relevant Lead Head of Service
<b>12th June 2013</b>	Overview and Scrutiny Work Programme Planning Event	Relevant Lead Head of Service
<b>2nd July 2013</b>	Housing Density Task Group – Final Report	Councillor Bush
<b>2nd July 2013</b>	Youth Services Provision Task Group – Monitoring Update Report and Presentation	Relevant Lead Head of Service

# Overview and Scrutiny

Committee

4th June 2013

<b>23rd July 2013</b>	Local Strategic Partnership (LSP) Biannual Monitoring Update Report	Relevant Lead Director
<b>8th October 2013</b>	Vacant Redditch Borough Council Properties – Update Report	Relevant Lead Head of Service
<b>5th November 2013</b>	Living Wage – Update Report	Relevant Lead Head of Service
<b>3rd December 2013</b>	Joint Worcestershire Regulatory Services Review – final report	Councillor TBC
<b>OTHER ITEMS – DATE NOT FIXED</b>		



**Report to the Overview and Scrutiny Committee  
Chair's Report of the Crime and Disorder Scrutiny Panel meeting, 10th  
April 2013.**

Members present included Pattie Hill and Roger Hill. Apologies were received from Councillors Joe Baker and Brandon Clayton.

We welcomed Ken Hazeldene back to the meeting in his capacity as Chair of the North Worcestershire Hate Incident Partnership. Officers James Cooper and Judith Willis were in attendance to present the reports and answer any questions we had.

After the minutes from the previous meeting on 31st January 2013 had been approved, we moved onto considering the performance tables for the North Worcestershire Community Safety Partnership Framework for Redditch. The data referred to year totals between January 2012 and January 2013. For this we were required to move into confidential session owing to the content's sensitive nature.

Members were particularly pleased to see that incidents of anti-social behaviour (ASB) had fallen significantly during that period. We felt that perception was often all important in terms of ASB, and that young people who were innocently congregating together were too often seen as a potential threat. We were therefore glad to hear of work that was being undertaken in Redditch to improve the general perception on young people through projects financed by positive activities funding. It was agreed that more information on this work would be provided at a future meeting.

We also discussed the issue of shoplifting, having been informed that reported incidents had increased slightly during 2012. The Panel heard that this slight increase could most likely be attributed to one or two prolific offenders.

However, we received reassurance that shoplifting is taken very seriously in Redditch and was regarded as a form of theft, and heard that the local Prolific Offender Management Group regularly examined the characteristics of prolific and other priority offenders to help minimise their impact on the community. It was expected that this would include persons committing theft from shops. We suggested 'shoplifting' should perhaps be amended to 'theft in shops' to help make this reference to theft absolutely clear.

Elsewhere, we heard that the creation of the North Worcestershire Community Safety Partnership had improved the sharing of information and general partnership working between the individual districts to help tackle crime.

We thanked both Officers and Ken for their attendance at the final Panel meeting of 2012/13. As Members, we expressed our gratitude to Officers for

their hard work in servicing the meetings throughout the year, which we found to be very informative and helpful.

**Cllr Andrew Brazier**  
**Chair, Crime and Disorder Scrutiny Panel**  
**May 2013**