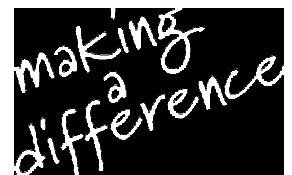


Overview and Scrutiny Committee

Tuesday, 13th August,
2013
7.00 pm

Committee Room Two
Town Hall
Redditch



www.redditchbc.gov.uk

Access to Information - Your Rights

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

Your main rights are set out below:-

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

If you have any queries on this Agenda or any of the decisions taken or wish to exercise any of the above rights of access to information, please contact

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

**Town Hall, Walter Stranz Square, Redditch, B98 8AH
Tel: 01527 64252 (Ext. 3268 / 3267) Fax: (01527) 65216
email: jess.bayley@bromsgroveandredditch.gov.uk /
michael.craggs@bromsgroveandredditch.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.



Overview and Scrutiny Committee

Tuesday, 13th August, 2013

7.00 pm

Committee Room 2 Town Hall

Agenda

Membership:

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

1. Apologies and named substitutes	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.
2. Declarations of interest and of Party Whip	To invite Councillors to declare any interest they may have in items on the Agenda and any Party Whip.
3. Minutes (Pages 1 - 8)	To confirm the minutes of the most recent meeting of the Overview and Scrutiny Committee as a correct record. (Minutes attached) (No Specific Ward Relevance)
4. Council Procurement Arrangements (Pages 9 - 12) Alex Haslam, Procurement Adviser,	To consider a report detailing the Council's procurement of miscellaneous peripheral items. (Report attached) (No Specific Ward Relevance)
5. Section 106 Arrangements J Staniland, Exec Director - Planning & Regeneration, Regulatory and Housing Services	To receive a presentation on the Council's approach to utilising income received through Section 106 agreements. (Presentation to follow) (No Specific Ward Relevance)

Overview and Scrutiny

Committee

Tuesday, 13th August, 2013

<p>6. Task Group Reviews - Draft Scoping Documents</p> <p>Councillor Gay Hopkins, Councillor Pat Witherspoon</p>	<p>To consider two scoping documents submitted for Members' consideration:</p> <ul style="list-style-type: none">a) Landscaping Review – Proposed by Councillor Gay Hopkins; andb) Voluntary Sector Review – Proposed by Councillor Pat Witherspoon. <p>(No reports attached)</p> <p>All Wards</p>
<p>7. Scrutiny of the Executive Committee's Work Programme</p> <p>(Pages 13 - 18)</p>	<p>To consider whether any items on the Executive Committee's Work Programme are suitable for scrutiny.</p> <p>(Executive Work Programme attached).</p> <p>All Wards</p>
<p>8. Work Programme</p> <p>(Pages 19 - 22)</p>	<p>To consider the Committee's current Work Programme, and potential items for addition to the list arising from:</p> <ul style="list-style-type: none">• Committee agendas• External publications• Other sources. <p>(Report attached)</p> <p>(No Specific Ward Relevance)</p>
<p>9. Appointment of the Members of the Abbey Stadium Task Group Review</p>	<p>To appoint Members to serve on the Abbey Stadium Task Group.</p> <p>A member of the Overview and Scrutiny Committee will need to be appointed to Chair the review.</p> <p>Members are advised to appoint a maximum of five members to this Task Group in line with best practice.</p> <p>(Oral report)</p>

Overview and Scrutiny

Committee

Tuesday, 13th August, 2013

<p>10. Task Groups - Progress Reports</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> <p>Joint Worcestershire Regulatory Services – Councillor Alan Mason</p> <p>(Oral reports)</p>
<p>11. Health Overview and Scrutiny Committee</p> <p>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>All Wards</p>

Overview and Scrutiny

Committee

Tuesday, 13th August, 2013

12. Exclusion of the Press and Public

Should it be necessary, in the opinion of the Borough Director, during the course of the meeting to consider excluding the public from the meeting on the grounds that exempt information is likely to be divulged, it may be necessary to move the following resolution:

“That, under S.100 (A) (4) of the Local Government Act 1972, the public be excluded from the meeting for the following matter(s) on the grounds that it/they involve(s) the likely disclosure of exempt information as defined in the relevant paragraphs (to be specified) of Part 1 of Schedule 12 (A) of the said Act”.

These paragraphs are as follows:

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

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

and may need to be considered as ‘exempt’.



Overview and Scrutiny Committee

Tuesday, 23rd July, 2013

MINUTES

Present:

Councillor David Bush (Chair), Councillor Gay Hopkins (Vice-Chair) and Councillors Andrew Brazier, Pattie Hill, Roger Hill, Alan Mason, Yvonne Smith and Pat Witherspoon

Also Present:

Councillor Juliet Brunner

Officers:

H Broughton, J Godwin and J Staniland

Committee Services Officer:

J Bayley and M Craggs

22. APOLOGIES AND NAMED SUBSTITUTES

Apologies for absence were received on behalf of Councillors Chalk, Fry, and Gandy. Councillor Roger Hill was confirmed as a substitute for Councillor Chalk, while Councillor Pattie Hill was confirmed as a substitute for Councillor Fry.

23. DECLARATIONS OF INTEREST AND OF PARTY WHIP

There were no declarations of interest nor of any Party Whip.

24. MINUTES

RESOLVED that

the minutes of the meeting of the Overview and Scrutiny Committee held on 2nd July 2013 be approved as a true and correct record and signed by the Chair.

.....
Chair

Overview and Scrutiny Committee

Tuesday, 23rd July, 2013

25. LOCAL STRATEGIC PARTNERSHIP - MONITORING UPDATE REPORT

The Committee received its six monthly update on the work of the Redditch Local Strategic Partnership in accordance with the four priority areas of the Redditch Sustainable Community Strategy (SCS).

Members heard that the two functioning theme groups of the Partnership, the Health and Wellbeing sub-group and the Children's Local Partnership, had merged to form one cross cutting group in the expectation that a wider range of partners could come together to discuss important health issues in a collaborative manner. As the newly formed group's action plan had yet to be finalised, it was proposed that information about this should form part of the next six monthly update. Alternatively, the Committee could choose to invite individual partners to explain what they were doing.

Members expressed concern regarding the change in location for sexual health clinics as it was thought that important services could be moved from areas of highest need, including Woodrow. Members requested further information about the extent to which the clinics met the needs of teenage/young women as Members were keen to ensure that these facilities helped to address teenage pregnancy levels. The Committee was advised that the issue of teenage pregnancy levels could form part of emerging local health priorities. Officers were requested to feedback Members' concerns to the Partnership Board.

There was also some concern that Members had not been sufficiently involved in the Church Hill Big Local Scheme that was to give residents control of a £1million budget to improve the area during the next ten years. Officers explained that the initial emphasis was on a bottom up approach that would give local residents the opportunity to state how the monies should be spent without any outside influence. It was the intention that Councillors and other partners would then become involved in the process.

Members queried whether the needs of adults and the elderly would be met through the SCS, especially around health. Officers acknowledged that previous actions had been focused on meeting the needs of young people. However, they were fully conscious of the needs of adults and the elderly and these would be taken into account as the new action plan was developed.

Officers acknowledged that the Partnership had focused least on its third priority to provide a more diverse range of employment within

Overview and Scrutiny Committee

Tuesday, 23rd July, 2013

the Borough. However, other mechanisms and groups already existed to ensure that Redditch's economic needs were being met, including the North Worcestershire Economic Development Unit.

Members were very keen that more activities should be provided for adult and elderly people in the town's parks and open spaces, including Morton Stanley Park. It was suggested that county Councillors could submit a joint bid for new adult exercise equipment to be installed in Morton Stanley Park or funding could be obtained from public health sources. The Committee was advised that it was likely this equipment would cost approximately £60,000.

RECOMMENDED that

the Council identify suitable sources of funding, including from external partner organisations such as Worcestershire County Council, that could be used to fund the installation of adult exercise equipment in Morton Stanley Park.

RESOLVED that

the report be noted.

26. PROMOTING SPORTING PARTICIPATION - MONITORING UPDATE REPORT

Officers provided a written update on what had been done to implement the recommendations of the Promoting Sporting Participation Task Review which had been approved by the Executive Committee in June 2012.

Recommendation One

Members were advised that this was being implemented in two stages. The first stage involved improving the relevant section of the existing Council website. It was reported that as a consequence the relevant web pages attracting many more hits. This had been boosted by improved manipulation of internet search engines to prioritise information about sporting activities in Redditch. However, Officers were not yet ready to export these pages across to an independent site which represented the second stage of the process.

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Recommendation Two

A decision had been taken by the group leaders that no separate team logos would be created for Redditch and Bromsgrove.

Recommendation Three

Excellent progress had been made regarding the introduction of more informal games areas and additional equipment in Redditch's parks and open spaces. It was reported that disc golf and orienteering were especially proving popular. Members encouraged Officers to promote these activities more widely to ensure that these areas and equipment were fully utilised. It was also suggested that new signage should be erected to advertise the new informal games areas and suggest how they could best be used.

Officers agreed to provide further information regarding these plans which would be focused on encouraging 'play' rather than necessarily 'sport'.

Members also requested information regarding how participation in the informal games areas would be monitored ahead of the Committee's next meeting.

Recommendations Four and Five

Officers reported that much had already been done in implementing these recommendations, especially around developing closer links with North East Worcestershire (NEW) College to enable its students to support the new sporting events through the Bromsgrove and Redditch Active Volunteering Opportunities (BRAVO) programme. Members also heard that the Park Run programme in Arrow Valley was proving very successful with high levels of participation.

Having received the update, Members felt that the Boules pitch at the Redditch Rugby Ground could be more widely utilised and requested that Officers investigate the matter further.

RESOLVED that

the report be noted.

27. TASK GROUP REVIEWS - DRAFT SCOPING DOCUMENTS

Councillor Bush presented a draft scoping document regarding the Abbey Stadium for the Committee's consideration on behalf of Councillor Derek Taylor who had proposed the review. It was

Overview and Scrutiny Committee

Tuesday, 23rd July, 2013

thought that the revamped stadium was already operating at full capacity only a year after being reopened. It was therefore suggested that the proposed review could focus on the final business case for the revamped Abbey Stadium against current operation, and also investigate possible options for expanding the sporting facilities and activities to meet demand.

Members heard that the success of the Abbey Stadium revamp had exceeded Officers' expectation. In particular, this had led to big pressure on available space during peak periods. It was felt that this could be looked at as part of the proposed review, as well as exploring any potential opportunities to increase the use of other areas of the stadium such as the athletics track.

Some concern was raised that there would be insufficient finance to support further changes to the stadium's facilities. Officers explained that this would form an integral part of the review and that any new work would require a very strong business case. However, previous changes to the stadium were said to have been financially self-sustaining.

RESOLVED that

- 1) the Abbey Stadium Task Group be launched; and**
- 2) the Chair of the review group be appointed at the Committee's next meeting on 13th August 2013.**

28. EXECUTIVE COMMITTEE MINUTES AND SCRUTINY OF THE EXECUTIVE COMMITTEE'S WORK PROGRAMME

Members noted the outcome of the Executive Committee's consideration of the Housing Density Target's Task Review Final Report at its most recent meeting on 9th July 2013 when it had been agreed that the matter would be referred to the Council's Planning Advisory Panel. It had not yet been confirmed when Officers would present the amended Policy 5 of the emerging Draft Borough of Redditch Local Plan No. 4 for the consideration of the Panel, although it was expected that this would take place in August.

In terms of the Executive Committee Work Programme, Members expressed an interest in potentially looking at the County Air Quality Action Plan as a post-decision scrutiny exercise; and the Voluntary and Community Sector Grants Programme 2014/15.

Overview and Scrutiny Committee

Tuesday, 23rd July, 2013

RESOLVED that

the minutes of the Executive Committee held on 9th July 2013 and the latest edition of the Executive Committee's Work Programme be noted.

29. WORK PROGRAMME

As requested at the previous meeting, Members were advised that Officers were due to deliver presentations on the following subjects at forthcoming meetings of the Committee:

- Section 106 Agreements - 13th August 2013; and
- outcomes of current discussions between Redditch Borough Council and Worcestershire County Council to clarify land ownership and maintenance arrangements - 10th September 2013.

Elsewhere, Councillor Hopkins confirmed that she would present a draft scoping document on the subject of landscaping at the following Committee meeting.

Councillor Witherspoon advised Members that she would be submitting a scoping document on the subject of the Voluntary Sector for Members' consideration in due course. She was particularly keen to investigate how Voluntary Sector organisations utilised funding provided by the Council.

Councillor Mason proposed that Members should review Council expenditure on 'peripheral matters', such as stationary, meeting refreshments, and ink cartridges. It was subsequently suggested that Officers should be invited to a forthcoming meeting to deliver a presentation on the subject of the Council's procurement process and the implications for miscellaneous Council resources.

RESOLVED that

- 1) Officers deliver a presentation at a forthcoming meeting of the Committee on the Council's procurement of miscellaneous peripheral items;**
- 2) a draft scoping document on landscaping be presented for the Committee's consideration at its next meeting on 13th August 2013;**

Overview and Scrutiny Committee

Tuesday, 23rd July, 2013

- 3) a draft scoping document on the subject of Voluntary Sector organisations' use of Council funding be presented for Members consideration at a forthcoming meeting of the Committee; and
- 4) Committee's Work Programme be noted.

30. TASK GROUPS - PROGRESS REPORTS

The Committee was advised that the first meeting of the Joint Worcestershire Regulatory Services Scrutiny Task Group had yet to take place as not all of the participating local authorities had confirmed their appointments onto the review.

RESOLVED that

the update report be noted.

31. HEALTH OVERVIEW AND SCRUTINY COMMITTEE

Councillor Witherspoon, the Committee's representative on the Worcestershire Health Overview and Scrutiny Committee (HOSC), informed the Committee that HOSC's latest meeting had taken place earlier on 23rd July 2013.

Members heard that the HOSC had received a briefing on end of life care from representatives from Worcestershire Acute Hospitals NHS Trust, Worcestershire Health and Care Trust and the South Worcestershire Clinical Commissioning Group. However, having received a generally positive report about the quality of palliative care in the county, the HOSC received a personal account from a local Councillor whose family member had recently received this form of care. The personal account included a number of deep grievances with the quality of care received and served to undermine the positive report received from the health professionals.

The HOSC also discussed the future of the Shrubbery Avenue, a seven bed community inpatient ward in Worcester that provided recovery interventions, assessment, and self-management for male adults of working age with complex mental health difficulties.

In terms of the local updates, the main focus in Redditch concerned the future of Worcestershire Acute Hospitals NHS Trust. News was expected to be released on 31st July 2013.

**Overview and
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RESOLVED that
the report be noted.

**OVERVIEW AND SCRUTINY
COMMITTEE**

13th August 2013

**PROCUREMENT REPORT – POTENTIAL TO MAKE SAVINGS IN PROCUREMENT
OF MISCELLANEOUS “PERIPHERAL” RESOURCES**

Relevant Portfolio Holder	Councillor John Fisher, Portfolio holder for Corporate Management
Portfolio Holder Consulted	Yes
Relevant Head of Service	Teresa Kristunas, Head of finance and Resources
Non-Key Decision	

1. SUMMARY OF PROPOSALS

This report details current arrangements for procuring miscellaneous “peripheral” items at the Council and the potential for savings to be made by the Council in these areas.

2. RECOMMENDATIONS

The Committee is asked to RESOLVE that

the report be noted.

3. KEY ISSUES

Background

- 3.1 The Overview and Scrutiny Committee requested a report on 23rd July 2013 concerning the potential for savings to be made by the Council in the procurement of miscellaneous “peripheral” resources. In particular, Members requested further information about the potential for savings to be made when procuring: stationery, including paper; ink cartridges and print toners; and refreshments.

Current Status

Stationery

- 3.2 Stationery is currently procured utilising the Birmingham City Council contract with Office Depot. As a consequence Redditch Borough Council benefits from much more competitive pricing because of the significant aggregation in spend. All local authorities in Worcestershire currently use this arrangement and it would be very unlikely that the Council could improve on this pricing. The total spend per annum on stationery products is £25k per annum which represents 0.037% of the Council’s total Revenue Spend.

Ink Cartridges and Toners

**OVERVIEW AND SCRUTINY
COMMITTEE**13th August 2013

- 3.3 The Council is supplied with toners at no cost as part of the Council's contract for multi functional devices (printers / photocopiers). Therefore this is an area which Officers would suggest does not require any review as no savings need to be made in a situation where there is no cost to the Council.
- 3.4 There are a very small number of print cartridges purchased for the Council. At present elected Members are the main purchasers of cartridges, though only eight Councillors have ordered cartridges in the past two years.

Refreshments

- 3.5 The Council can supply tea and coffee at meetings when ordered. The main consideration when procuring tea and coffee has tended to be the source of these beverages. In recent months the Climate Change Panel has investigated this subject further by reviewing the potential to introduce fair trade sources of tea and coffee. A source of fairtrade refreshments has been selected and this should lead to savings for the Council in the future.
- 3.6 Members are asked to note that the Council currently spends £2,000 per annum on tea and coffee which represents 0.002% of the total revenue spend.

Financial Implications

- 3.7 The financial implications, where relevant, are detailed above under key issues.

Legal Implications

- 3.8 There are no legal implications to this report.

Service / Operational Implications

- 3.9 Whilst there are limited opportunities to make any significant savings in the area of "peripherals" the Committee may wish to consider investigating the potential for savings to be made in other service areas. Examples of areas that could be reviewed further to identify the potential to make savings for the Council include: Building Maintenance and Mobile Telephones.

Customer / Equalities and Diversity Implications

- 3.10 There are no specific implications for the customer to this report and no equality and diversity implications.

4. RISK MANAGEMENT

No risks have been identified.

**OVERVIEW AND SCRUTINY
COMMITTEE**

13th August 2013

5. BACKGROUND PAPERS

50 Ways to Save: Examples of Sensible Savings in Local Government, DCLG, 2012.

6. KEY

DCLG – The Department for Communities and Local Government.

AUTHOR OF REPORT

Name: Alex Haslam, Procurement Adviser
email: alex.haslam@bromsgroveandredditch.gov.uk
Tel.: (01527) 64252 Ext: 3010

EXECUTIVE COMMITTEE LEADER'S WORK PROGRAMME

2 September 2013 to 31 December 2013

(published as at 2 August 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.

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;**
- (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).

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

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 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
Borough of Redditch Local Plan No. 4 Key: No	Executive 2 Sep 2013 Council 9 Sep 2013		Report of the Head of Planning and Regeneration	E Baker, Acting Development Plans Manager Tel: 01527 64252 ext 3034
Consolidated Revenue Outturn - Financial Year 2012/13 Key: Yes	Executive 2 Sep 2013		Report of the Head of Finance and Resources	S Morgan, Financial Services Manager Tel: 01527 64252 ext 3790
Changes to Scheme of Fees and Charges for Non-Statutory Planning Advice Key: Yes	Executive 2 Sep 2013 Council 9 Sep 2013		Report of the Head of Planning and Regeneration	A Rutt, Development Control Manager Tel: 01527 64252 ext 3374
Appeal in respect of a Rent Relief grant Key: Yes	Executive 2 Sep 2013	It is anticipated that a part or all of this report will be considered exempt and may be considered following the exclusion of the public and press.	Report of the Head of Finance and Resources	Head of Finance and Resources Tel: 01527 64252 ext 3295

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
Local Transport Board Key: No	Executive 2 Sep 2013		Report of the Head of Legal, Equalities and Democratic Services	Head of Legal, Equalities and Democratic Services Tel: 01527 873232
Greater Birmingham and Solihull LEP - Supervisory Board Key: No	Executive 2 Sep 2013 Council 9 Sep 2013		Report of the Head of Legal, Equalities and Democratic Services	Head of Legal, Equalities and Democratic Services Tel: 01527 873232
Voluntary and Community Sector Grants Programme 2014/15 Key: Yes	Executive 17 Sep 2013		Report of the Acting Head of Community Services	D Hancox, Voluntary Sector Grants Co-ordinator Tel: 01527 64252 ext 3015
Assistive Technology Key: Yes	Executive 17 Sep 2013		Report of the Acting Head of Community Services	J Willis, Acting Head of Community Services Tel: 01527 64252 ext 3284
County Air Quality Action Plan Key: Yes	Executive 15 Oct 2013 Council 9 Dec 2013		Report of the Head of Regulatory Services	M Cox, Senior Practitioner, Pollution Tel: 01527 881392
Job Evaluation Key: Yes	Executive			B Talbot, Human Resources and Development Manager Tel: 01527 64252 ext 3385

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
Housing Allocations Policy - Review Key: No	Executive Council			L Tompkin, Head of Housing Tel: 01527 64252 ext 3304
Tenancy Policy Key: No	Executive		Report of the Deputy Chief Executive and Executive Director (Leisure, Environmental & Community Services)	

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Overview and Scrutiny Committee

No Direct Ward Relevance

13th August 2013

WORK PROGRAMME

(Report of the Chief Executive)

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

Overview and Scrutiny

Committee

13th August 2013

	<p>REGULAR ITEMS</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>
OTHER ITEMS - DATE FIXED		
13th August 2013	Council Procurement Arrangements - Report	Relevant Lead Head of Service
13th August 2013	Landscaping Scoping Document	Councillor Hopkins
13th August 2013	Section 106 Agreements - Presentation	Relevant lead Director
13th August 2013	Voluntary Sector Scoping Document	Councillor Witherspoon
10th September 2013	Land Ownership and Maintenance - Presentation	Relevant Lead Head of Service
8th October 2013	Vacant Redditch Borough Council Properties – Update Report	Relevant Lead Head of Service

Overview and Scrutiny

Committee

13th August 2013

8th October 2013	Positive Activities – Update Report	Relevant Lead Head of Service
5th November 2013	Living Wage – Update Report	Relevant Lead Head of Service
5th November 2013	Footpaths and Pavements Maintenance - Presentation	Kevin Hirons, Environmental Services Manager
9th January 2014	Budget Scrutiny Meeting	Relevant Lead Head of Service
4th March 2014	Dial a Ride - Monitoring Update Report	Relevant Lead Head of Service
OTHER ITEMS – DATE NOT FIXED		
	Healthwatch Worcestershire – Update Report	
	Joint Worcestershire Regulatory Services Review – final report	Councillor Mason
	Proposed Housing Review – Submission of Scoping Document	Councillor Brazier

