



Overview and Scrutiny Committee

Tuesday, 3rd December,
2013
7.00 pm

Committee Room Two
Town Hall
Redditch



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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

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Overview and Scrutiny Committee

Tuesday, 3rd December, 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 Disclosable Pecuniary Interests and/or Other Disclosable Interests they may have in items on the agenda, and to confirm the nature of those interests. Also to invite Members to declare 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. Redditch United Discussion	To discuss future arrangements for Redditch United Football Club. (Oral report) (Central Ward)
5. Medium Term Financial Plan - Presentation J Pickering - Exec Director (Finance and Corporate Resources)	To receive a presentation providing an overview of the Medium Term Financial Plan for Redditch Borough Council in 2014/15. (Presentation to follow) (No Specific Ward Relevance)

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<p>6. Overview and Scrutiny Quarterly Recommendation Tracker (Pages 9 - 40)</p>	<p>To consider the latest quarter update on progress to date with implementation of recommendations made through the Overview and Scrutiny process.</p> <p>(Report attached).</p> <p>(No Specific Ward Relevance)</p>
<p>7. Executive Committee Minutes and Scrutiny of the Executive Committee's Work Programme (Pages 41 - 46)</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 from the Executive Committee meeting on 12th November attached, minutes from the 26th November meeting and Executive Work Programme to follow).</p> <p>(No Specific Ward Relevance)</p>
<p>8. Work Programme (Pages 47 - 50)</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">• The Forward Plan / Committee agendas• External publications• Other sources. <p>(Report attached)</p> <p>(No Specific Ward Relevance)</p>
<p>9. Task Groups - Progress Reports (Pages 51 - 54)</p> <p>Councillor Carole Gandy, Councillor Gay Hopkins, Councillor Alan Mason, Councillor Pat Witherspoon</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">a) Abbey Stadium Task Group – Chair, Councillor Carole Gandy;b) Landscaping Task Group – Chair, Councillor Gay Hopkins;c) Joint Worcestershire Regulatory Services – Redditch representative, Councillor Alan Mason; andd) Voluntary Sector – Chair, Councillor Pat Witherspoon. <p>(Oral reports)</p> <p>All Wards</p>

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<p>10. 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>(No Specific Ward Relevance)</p>
<p>11. Exclusion of the Press and Public</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">• Para 1 – <u>any individual</u>;• Para 2 – the <u>identity of any individual</u>;• Para 3 – <u>financial or business affairs</u>;• Para 4 – <u>labour relations matters</u>;• Para 5 – <u>legal professional privilege</u>;• Para 6 – <u>a notice, order or direction</u>;• Para 7 – the <u>prevention, investigation or prosecution of crime</u>; <p>and may need to be considered as ‘exempt’.</p>



Overview and Scrutiny Committee

4th November 2013

MINUTES

Present:

Councillor David Bush (Chair), Councillor Gay Hopkins (Vice-Chair) and Councillors Andrew Brazier, Simon Chalk, Andy Fry, Carole Gandy, Wanda King (substituting for Councillor Alan Mason), Yvonne Smith and Pat Witherspoon

Officers:

R Cooke, C Felton, D Hancox, G Harris and S Singleton

Committee Services Officer:

J Bayley and I Westmore

66. APOLOGIES AND NAMED SUBSTITUTES

An apology for absence was received on behalf of Councillor Alan Mason. Councillor Wanda King attended the meeting in place of Councillor Mason.

67. DECLARATIONS OF INTEREST AND OF PARTY WHIP

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

68. MINUTES

RESOLVED that

the minutes of the meeting of the Overview and Scrutiny Committee held on 8th October 2013 be confirmed as a correct record and signed by the Chair.

69. REDDITCH UNITED FOOTBALL CLUB - DISCUSSION

The Chair informed the Committee that he had asked that this item be placed on the agenda in the light of recent press articles concerning the Football Club. The Chair had subsequently been made aware that the Chairman of the Football Club would not be available to attend the present meeting and proposed that the matter be deferred until the December meeting of the Committee.

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Chair

Overview and Scrutiny Committee

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RESOLVED that

consideration of this matter be deferred to the meeting of the Committee on 3rd December 2013.

70. POSITIVE ACTIVITIES - UPDATE REPORT

The Committee considered an update on the Redditch Consortia Positive Activities Programme. Officers reported that they were now in possession of detailed attendance statistics for the first two quarters of 2013/14. It was considered that the programme was enjoying relative success with numbers of attendees remaining quite consistent, although there was considerable variation in numbers of attendees at different sessions.

Officers reminded the Committee that the Third Sector had been given the scope to determine the nature of the sessions as they saw fit. One session in particular, the boxing session, had been particularly popular and around a dozen young people had become involved in the Boxing Club itself as a result. A number of young people had also become actively involved in a voluntary capacity with Leisure Services and were helping out at events such as the forthcoming Charity Santa Dash.

One aspect which had not worked so well to date was the audit of the various groups by local County Councillors and the Younger People's Forum. This had been delayed in part by the significant changes in Council membership at the elections. Officers understood that local County Councillors had now been apprised of the situation and were to commence visits to groups shortly.

Concern was expressed about several of the groups, but primarily that at Oakenshaw, that the activities on offer were essentially those which had previously been provided and which had in the past failed to attract young people. The use of a fixed base and the choice of a Friday night were thought to militate against the success of the venture. It was suggested that outreach work might be more successful at locations such as Morton Stanley Park or The Pleck and Officers were asked whether discussions could be held with the County Council over delivering youth provision in a different way. A further specific concern was around the gender imbalance at Astwood Bank and the measures which were being taken to address this.

Officers explained that the specification of the projects was very prescriptive which reduced the ability for the Borough Council to effect change directly. It was suggested that the County Council would take account of evidence from interested parties and the

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young people themselves should it be directed at improving the service. Officers also stressed that an aim of the programme was to prevent young people from becoming NEETs (Not in Education, Employment or Training) and getting involved in anti-social behaviour. To that extent, the focus was as much about reaching the right children as about reaching a particular number of children. The County Council was to provide data during the next quarter and beyond which would give a much clearer picture as to whether this aim was being achieved. It was suggested that the Committee be provided with this data early in the next financial year.

RESOLVED that

- 1) **the report be noted;**
- 2) **Paul Finnemore from Worcestershire County Council be invited to the meeting of the Committee in June 2014 at which point the final two quarters of detailed attendance data for 2013/14 might be considered;**
- 3) **Officers raise a number of issues with Paul Finnemore in the coming weeks including youth provision in Headless Cross, Oakenshaw and Webheath, the possibility of outreach work rather than work from a fixed base and measures to improve the gender balance at Youth Clubs; and**
- 4) **Officers provide further details of the Primrose Hospice Santa Dash and Santa Cycle to the Mayor and Deputy Mayor following the meeting.**

71. BUSINESS DEVELOPMENT AND COMMUNITY INTEREST COMPANIES - PRESENTATION

Members received two presentations, the first on Business Development and the second on Community Interest Companies.

The first of the presentations outlined the support that was available to new, young and growing businesses in Redditch, primarily through the Enterprising Worcestershire vehicle which utilised European Regional Development Funding to provide business advice and grant funding for businesses in eligible sectors. Officers considered that the business advice was the most significant benefit on offer to those looking to start or develop a business. For businesses in non-ERDF eligible sectors there was also some grant funding available through Enterprising Worcestershire.

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It was now proposed to extend the Programme until 2016 and a number of targets had been set locally. To date the programme was looking to deliver near to target in most areas although grant applications were low at present. Officers highlighted that the programme had not been running that long and it was expected that the majority of grant applications would come about later within the process of a business's interaction with Enterprising Worcestershire. Finally, Officers highlighted the additional sources of support available to local businesses such as the Business Development Programme, the Growth Accelerator and the Green Bridge Supply Chain.

The Council advertised the business support available and maintained links with Job Centre Plus but was dependent on potential businesses approaching the Council to utilise the support on offer. It was suggested that a competition for new Redditch businesses might encourage and reward local entrepreneurial spirit. Officers were supportive of the principle but were aware that the critical mass of new businesses supported through the Enterprising Worcestershire Programme might not yet exist in Redditch.

The second presentation focussed on the support provided to the voluntary sector by the Council and its partners. The Council had a process for the provision of grant funding on an annual basis but there was also a great deal of training, support and mentoring carried out by the Council to assist this sector. This support included help in filling out application forms, identifying additional sources of funding and signposting groups to organisations and support opportunities such as the Bromsgrove and Redditch Network (BARN) and the Changing Futures Fund. These organisations were particularly useful in addressing questions as to the most appropriate form of voluntary sector organisation any particular group might choose to become.

Officers explained that the primary encouragement for the set up of new Community Interest Companies was through the provision of Stronger Community Grants of up to £500. Members were concerned that groups should be made more aware that the provision of these grants should be seen as the start of a process rather than an end in itself. Officers confirmed that a number of organisations did use this grant funding as a stepping stone whereas others simply sought support for one-off events. It was noted that even such one-off events could have a legacy in a particular locality, however. Members raised the possibility of an award for enterprising voluntary and community sector organisations within Redditch. Officers highlighted the supportive and collaborative nature of those working in this sector which generally ran counter to a spirit of competition.

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RESOLVED that

the presentations be noted.

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

The Committee received the minutes of the most recent meeting of the Executive Committee and the current Executive Committee Work Programme.

RESOLVED that

the minutes of the meeting of the Executive Committee held on 15th October 2013 and the Executive Committee Work Programme be noted.

73. WORK PROGRAMME

Officers reported a number of updates to the Committee's Work Programme. Aside from the discussion on Redditch United Football Club agreed earlier in the meeting, it was noted that there were two further items for the next meeting in December, these being the Quarterly Recommendation Tracker and a presentation on the Medium Term Financial Plan.

Members were also made aware that the County Council had made Officers available to attend an informal briefing on the transport implications of Local Plan No.4 at very short notice and it was proposed that this be held on the evening of Wednesday, 6th November. Given that the majority of Members were unavailable on that date it was agreed that the Committee's disappointment at the failure of County Council Officers to come forward with a date sooner be communicated to the County Council. The Committee also agreed that a date for this briefing be sought early in the new year.

Concern was expressed that levels of support for Overview and Scrutiny should be maintained following the departure of one of the Officers whose focus was on this area of work. It was recognised that there were budgetary pressures but it was contended that Overview and Scrutiny was as good as the investment in the process.

Officers acknowledged these concerns, noting that Overview and Scrutiny at Redditch had long enjoyed cross-party support. The Committee was informed that Officers would be meeting with

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Leading Members and Senior Management within the next two weeks to discuss the options available. The creation of a shared team had provided resilience and, given that Democratic Services Officer posts were generic, cover could be provided from elsewhere within the team in the short term.

RESOLVED that

- 1) **subject to the amendments included within the preamble, above, the Committee's Work Programme be noted; and**
- 2) **the Committee's disappointment at the failure of County Council Officers to come forward with a date for a briefing on the transport implications of Local Plan No.4 in a timely manner be communicated to the County Council by the Executive Director for Planning, Regulatory and Housing Services.**

74. TASK GROUPS - PROGRESS REPORTS

The following updates on current Task Group reviews were provided:

- a) Abbey Stadium Task Group – Chair, Councillor Carole Gandy

Councillor Gandy informed the Committee that the group was planning on visiting a Leisure Centre in Evesham in December. It was proposed that, in order to do the review justice and provide a satisfactory outcome, the deadline for the finalisation of the report be extended to June 2014.

- b) Landscaping Task Group – Chair, Councillor Gay Hopkins

Councillor Hopkins provided a brief update on the work her group had undertaken, including attendance at a Shared Services Board meeting at which a lengthy presentation on the transformation work within this service was given. It was reported that the group would be going out on site with Tree Surgeons on Wednesday of that week.

- c) Joint Worcestershire Regulatory Services – Redditch Member, Councillor Alan Mason

In Councillor Mason's absence, Members' attention was drawn to the summaries of the first two meetings provided within the agenda. It was noted that the group would observe

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the Worcestershire Shared Services Joint Committee meeting on 21st November and subsequently interview the Chairman and Vice Chairman of the Committee.

d) Voluntary Sector Task Group – Chair, Councillor Pat Witherspoon

Councillor Witherspoon stated that the group had a heavy workload. Members had recently reviewed the content of the final report produced by the Third Sector Task and Finish Group in 2008 in order to avoid duplicating that group's work. It was reported that senior Officers involved in the Council's involvement with the Voluntary Sector would be interviewed within two weeks of this meeting.

RESOLVED that

- 1) **the deadline for submission of the Abbey Stadium Task Group final report be extended to June 2014; and**
- 2) **the update reports be noted.**

75. HEALTH OVERVIEW AND SCRUTINY COMMITTEE

Councillor Pat Witherspoon provided a brief oral summary in her capacity as Redditch Borough Council's representative on the Health Overview and Scrutiny Committee (HOSC).

The HOSC was meeting later that week but Councillor Witherspoon expressed grave concerns over statements made by the Chairman of the Trust Board in local media around closing services at the Alexandra Hospital should issues of safety arise. Councillor Witherspoon had raised the matter with the Chair of the HOSC and had suggested that the Chairman of the Trust Board be summoned before that Committee. Other Members echoed the fear that the longer the matter was left unresolved the greater the difficulty in attracting and retaining staff at the hospital.

RESOLVED that

the report be noted.

76. CRIME AND DISORDER SCRUTINY PANEL - UPDATE REPORT

Councillor Andrew Brazier, Chair of the Panel, introduced an update on the recent meeting of this Panel.

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It was reported that Supt. Kevin Purcell, Divisional Superintendent for West Mercia (North Worcestershire), had provided the Panel with a brief overview of the policing arrangements for Redditch in the future. Councillor Brazier advised that the Police were in the process of recruiting further Police Community Support Officers (PCSOs) and Special Constables to assist with work in schools and the local community. Recruitment of Police Cadets was a further means of breaking down barriers with young people and under-represented communities. Police Officers were generally spending more time out of the Police Station and within local communities under a separate initiative.

Members were informed that West Mercia Police were considering the future use of Redditch Police Station as the current building was difficult and costly to maintain and car parking was inadequate. It was possible that an alternative base might be identified and utilised within the next five years.

RESOLVED that

the report be noted.

The Meeting commenced at 7.00 pm
and closed at 8.58 pm

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Chair

**OVERVIEW AND SCRUTINY
COMMITTEE**

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QUARTERLY RECOMMENDATIONS TRACKER

Relevant Portfolio Holder	Councillor John Fisher, Portfolio Holder for Corporate Management
Portfolio Holder Consulted	No
Relevant Head of Service	Claire Felton, Head of Legal, Equalities, and Democratic Services
Ward(s) Affected	No specific ward relevance.
Non-Key Decision	

1. SUMMARY OF PROPOSALS

This report provides an update on the action that has been taken to implement recommendations made through the scrutiny process. Information is provided both about recommendations that have been implemented and recommendations where action remains to be taken.

2. RECOMMENDATIONS

**The Committee is asked to RESOLVE that
the report be noted.**

3. KEY ISSUES

Background

- 3.1 At its meeting of 4th June 2013, the Committee considered a monitoring report on action that had been taken to implement scrutiny recommendations that were approved during 2012/13. Following a suggestion from the Chair, it was subsequently agreed that the Committee alter its approach to monitoring approved recommendations.
- 3.2 Rather than receive monitoring update reports every six months on all approved recommendations, Members agreed instead to focus on recommendations that had yet to be implemented. Monitoring update reports on the Committee's outstanding recommendations would be considered on a quarterly basis.
- 3.3 Members requested that the details of all recommendations already acted upon should be published on the Overview and Scrutiny section of the Borough Council's website to highlight the positive difference that the Committee was making.
- 3.4 At a subsequent meeting of the Committee on 10th September 2013 Members agreed that information should also be provided about recommendations that had already been implemented in this tracking document.

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- 3.5 In accordance with this new approach, Appendix 1 lists recommendations made through the scrutiny process that have already been implemented. Appendix 2 lists those recommendations that remain to be implemented.
- 3.6 Wherever possible, as requested by Members, an estimated date for the final implementation of outstanding recommendations has been provided.
- 3.7 The Committee will be aware that there are some recommendations where it would be reasonable for Officers to require further time to implement the recommendations. For example, Officers would require some time to implement recommendations made at a recent meeting of the Committee. Where possible an explanation has been provided for the delay to implementation.
- 3.8 Members are invited to consider the updates provided regarding these recommendations and to identify whether any further action is required to facilitate the implementation of any of these recommendations.

Financial Implications

- 3.9 There are no direct financial implications directly relating to this report.

Legal Implications

- 3.10 There are no legal implications directly relating to this report.

Service / Operational Implications

- 3.11 There are no direct service or operational implications that have been identified for this report.

Customer / Equalities and Diversity Implications

- 3.12 No direct customer or equality and diversity implications have been identified for this report.

4. RISK MANAGEMENT

No risks have been identified.

5. APPENDICES

Appendix 1 – Recommendations that have been implemented.

Appendix 2 – Recommendations that remain to be implemented.

**OVERVIEW AND SCRUTINY
COMMITTEE**

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AUTHOR OF REPORT

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APPENDIX 1:
Overview and Scrutiny Recommendations Tracker
Recommendations that have been implemented

Promoting Sporting Participation Task and Finish Group *(considered by Executive Committee on 26/06/12)*

All 5 recommendations were APPROVED, though subsequently one of the recommendations was rescinded.

To date, information provided by Officers indicates that two of these recommendations have been implemented.

Recommendation 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.

Following a highly successful 2012 inspired event last summer at the Abbey Stadium, a club promotion event will take place at the end of September at Arrow Valley Lake, with the chance to promote park run, the lakeside clubs and physical activity. Following feedback from last year, the many clubs that attended had a positive response, but many who attended the Abbey Stadium were already sporty, so we have took the project to the lake to try and encourage more new users to attend and increase sports club membership. Working this year with the arts and events team, the event will be a day of performance, demonstrations and freebies from local clubs and organisations. This year we will also invite local health based organisations to encourage people to live a healthy, active lifestyle. We have also added our local sports coaches to the arts team events such as street theatre, to promote clubs and activity, as many people who do not engage in physical activity attend the arts and music based events.

Recommendation 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.

Following the successful appointment of the BRAVO Volunteering Coordinator (BRAVO - Bromsgrove and Redditch Active Volunteering Opportunities), we now have support information, branding and t-shirts for all volunteers. We have a database of opportunities and following our initial partnership development period, are now creating a publicity campaign. We have secured a strong link with NEW College, with 180 students attending the sportmakers programme and have a programme in place to start sports coaching placements in schools with sport students in September, We have also developed links with the adult learning department and will be supplying placement for adults with disabilities from September. Working closely with Chadsgrove Special School, we are designing an inclusive volunteering pathway to cater for all the needs of people with disabilities to ensure they have a positive experience. We have a sports coaching apprentice in post, who attends NEW College and this has been very positive. He has completed all of his basic coaching qualifications and will now be attending courses to become a qualified rugby, multi skills and athletics coach.

Co-Location of the One Stop Shop at Woodrow Library - Pre-Decision Scrutiny (*considered by Executive Committee on 24/07/12*)

The Committee proposed three recommendations on this subject. *As these recommendations were proposed in confidential session they are not listed here. **These recommendations were all APPROVED and have all been implemented.***

Worcestershire County Council (WCC) had a project plan for the refurbishment of the library. The library was scheduled to close early in January 2013 for a period of weeks with a re-opening date of early February 2013. WCC hoped to secure space in a nearby building to enable them to continue to provide a reduced service. This was to be backed up with the mobile library service to ensure that users would still have access to library services.

The Council was aiming to move the One Stop Shop (OSS) service with minimum disruption or down time within a day or so of the library re-opening.

A working group had been set up to establish working practices and agree operational issues. Redditch Borough Council's Customer Services Manager was a member of this group. It is anticipated at this time that the opening hours of the OSS will not be changed, thus reducing disruption to our customers.

Access for Disabled People Task Group Final Report *(considered by Executive Committee on 21/08/12)*
10 Recommendations

All of the recommendations below were ENDORSED by the Executive Committee.

Three of the recommendations, which required action from external partner organisations, were subsequently rejected.

Recommendation 1: a user friendly version of the map (detailed in Appendix E of the main report) demonstrating the location of disabled parking spaces and 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.

Recommendation 1a: the contents of this map (*of disabled parking spaces in the town centre*) should be reviewed every twelve months to ensure that the information remains accurate.

Recommendation 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 periods of time subject to passing the three inspection tests and the MOT that the Council's licensing regime requires for each vehicle;

The map appears on both Redditch Borough Council's and Redditch Palace Theatre's websites.

The first update of this map was completed on 20th September 2013. The map will continue to be updated on an annual basis.

The Licensing Committee considered the proposal at a meeting on 11th March 2013. During this meeting it was agreed that taxi drivers should be offered licenses for adapted vehicles for 12 years, rather than the 9 years for standard vehicles, subject to the outcomes of a six week period of consultation with local taxi drivers and the local Taxi Association.

The outcomes of the consultation were considered at a meeting of the Council's Licensing Committee on 1st July 2013. During this meeting it was agreed that relevant Council policies should be adapted to enable the Council to grant adapted vehicles licenses for 12 years.

<p><u>Recommendation 4</u>: taxi drivers should be offered disability awareness training, which would include information about manually assisting people with disabilities, by Redditch Borough Council;</p>	<p>The Licensing Committee considered the proposal at a meeting on 11th March 2013. During this meeting it was agreed that taxi drivers should be required to undertake mandatory disability awareness training. Members were advised that a suitable training provider had been identified and that participation in the course would cost approximately £20 per participant. Implementation of this recommendation was subject to the outcomes of a twelve week period of consultation.</p> <p>The outcomes of the consultation were considered at a meeting of the Licensing Committee on 1st July. During this meeting it was agreed that disability awareness training should be a mandatory requirement for both Hackney Carriage and Private Hire vehicle drivers in the Borough. Officers were tasked with producing a draft policy on the subject which was endorsed by the Committee at its latest meeting in November 2013. These training requirements will come into effect as of 1st January 2014.</p>
<p><u>Recommendation 7</u>: 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>All elected Members were provided with the Task Group's final report which contained information about this matter.</p>
<p><u>Recommendation 8</u>: 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>During a meeting of the Overview and Scrutiny Committee on 13th August 2013 Councillors were advised that appropriate use of Section 106 monies was considered on a case by case basis. This includes consideration of the need for infrastructure in the area of a development which could include tactile signage. This will continue to be implemented on an on-going basis as and when appropriate.</p>

Recommendation 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:

- a) a review of the potential to install a canopy over the ramp access to Shopmobility;
- 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;
- c) a joint review with the Kingfisher Shopping Centre, concerning the potential activation of the RNIB React system in the centre; and
- 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.

Recommendation 10a: A report was presented to the Overview and Scrutiny Committee on 2nd April which outlined the potential to introduce a canopy on the entrance ramp providing access to Shopmobility. Further action was subsequently proposed during that meeting.

Recommendation 10b: A report outlining the outcomes of this review was presented on this subject for the consideration of the Overview and Scrutiny committee on 2nd April. Based on the content of this report it was agreed that no further action was required.

Recommendation 10 c: A report outlining the outcomes of this review was presented on this subject for the consideration of the Overview and Scrutiny committee on 2nd April. Based on the content of this report it was agreed that no further action was required.

Recommendation 10d: A report outlining the outcomes of this review was presented on this subject for the consideration of the Overview and Scrutiny committee on 2nd April. Based on the content of this report it was agreed that no further action was required.

Dial a Ride Extended Service – Feasibility Study *(considered by Executive Committee on 16/10/12)*

All 4 recommendations were APPROVED.

Three of the recommendations have been implemented. The fourth recommendation is due to be implemented in March 2014 and is therefore not listed here.

Recommendation 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;

Recommendation 2: that the charging schedule as set out in Appendix 1 be adopted; and

Recommendation 3: that the scheme is based on the examples presented in appendix 2;

Recommendation 1, 2 and 3:

The Charging Policy has been implemented and the service has been used by Leisure Services on Saturdays. The necessary documentation for hiring vehicles out to the voluntary sector has been produced and promotion of the service to the voluntary sector will take place in the New Year.

Portfolio Holder Annual Report – Planning, Regeneration, Economic Development and Local Transport *(considered by Executive Committee on 20/11/12)*

Both of the recommendations were APPROVED, subject to amended wording to the first recommendation.

Information provided to date indicates that only one of these recommendations has been implemented.

Recommendation 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.

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.

Sickness Policy Short, Sharp Review *(considered by Executive Committee on 20/11/12)*
Eight Recommendations

All eight recommendations were APPROVED.

Based on information provided by Officers, one of these recommendations remains to be implemented.

Recommendation 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.

Recommendations 1 and 2:
The Council's Sickness Absence Policy for staff has been updated, incorporating terminology sensitive to the needs of staff.

<p><u>Recommendation 2:</u> the terminology used in the policy be sensitive to the needs of staff experiencing sickness.</p>	
<p><u>Recommendation 4:</u> all changes to the Council's Sickness Absence Policy should be communicated to managers and staff.</p>	<p>The Policy has been made accessible to all staff via the Council's intranet system.</p>
<p><u>Recommendation 5:</u> the Sickness Absence Policy should be included in the induction process for new staff and managers employed by the Council.</p> <p>a) staff and managers should also receive regular refresher training.</p>	<p>The Induction process is currently under review and sickness absence will form part of the new induction.</p> <p>Sickness absence training has been incorporated into the corporate training programme and will be rolled out to managers.</p>
<p><u>Recommendation 6:</u> 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.</p>	<p>The HR department supports staff and managers via the involvement of the HR&OD Advisors on sickness case management.</p>
<p><u>Recommendation 7:</u> the occupational health service available to staff experiencing sickness should be reviewed.</p>	<p>An external Occupational Health provider (with a reactive, medical focus) and internal Wellbeing Officer (with pro-active prevention initiatives) have been in place since the Spring with on-going reviews.</p>
<p><u>Recommendation 8:</u> 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>	<p>HR actively encourage this approach during all discussions around Transformation and the impact on individuals. This is particularly evident during service reviews where communication is a key part of the plan. This is also evident corporately with, for example, staff briefings and service specific update sessions, which are open to all staff to attend.</p>

Fees and Charges 2013/14 (considered by Executive Committee on 12/02/13)

The only recommendation was APPROVED.

that the fees and charges for 2013/14 as set out in Appendix A - H to the report be approved; other than in cases where:-

- a) fees or charges are statutory,
- b) fees and charges are set externally, or
- c) other Council- approved circumstances apply.

The approved fees and charges started to be implemented in April 2013.

Redditch Market Review (considered by the Executive Committee on 12/03/13)

All seventeen recommendations were 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.

13 recommendations remain to be implemented.

Recommendation 2: A small core working group consisting of local stakeholders should be created to help develop and implement the new strategy.

A small core working group is being established and will consist of: Steve Singleton (Market Manager); Lyndsey Berry (Town Centre Co-ordinator); Town Centre Partnership Representative; Cllr Chance (relevant Portfolio Holder); and Cllr Brazier (Chair of the Redditch Market Review).

<p><u>Recommendation 8:</u> 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>Opportunities are now being promoted.</p> <p>A discount scheme for “new traders” already exists subject to certain conditions as set out in paragraph 9.1 of the Market Regulations.</p> <p>The discounted period lasts for six calendar weeks as follows:-</p> <ul style="list-style-type: none"> • First two calendar weeks a flat fee of £7.50 on weekdays, or £12.50 on Saturdays. • Weeks three to six a fee of 50% of the applicable Casual Trader fee for the relevant day of trading and stall type. <p>It is proposed to offer the proposed “no charge” scheme for a period of 4 weeks, subject to stall availability and introduce the mentoring scheme through the Worcestershire Countywide “Enterprising Worcestershire” New Business Start up programme which includes a small grant. The trader would then be entitled to start the existing discount scheme subject to the usual conditions.</p>
<p><u>Recommendation 10:</u> 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>Ongoing. The Head of Service may already allocate up to two stalls per day free of charge to charitable / ‘not for profit’ organisations when stalls are not required by Registered or Casual Traders. Charities will be bound by all other Market Rules and Regulations including evidence of Public Liability Insurance.</p>
<p><u>Recommendation 14:</u> the market working group ensures that any review of signage in the town centre includes adequate reference to the market.</p>	<p>On-going. A review of signage in the town centre has been carried out and any new signage to be implemented as part of the town centre improvements will include adequate reference to the market.</p>

Recommendation 17: Redditch Borough Council should join the National Association of British Market Authorities (NABMA) and participate in the *Love Your Local Market 2013* event to publicise the changes and new opportunities that would have been introduced at the market.

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.

Arts and Culture Centre Task Group (*considered by the Executive Committee on 09/04/13*)

All nine 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.

The following conclusions have been reached:

Recommendation 2a, 4, 5, 6, 8 and 9 were APPROVED. Recommendations 1, 2, 4a, and 7 were recommendations to the Arts in Redditch Network.

The Arts in Redditch Network has considered the Task Group's recommendations. 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.

Recommendation 3 was a recommendation to the Arts in Redditch Network and Choose How you Move (Worcestershire County Council). At the time of writing a decision on this recommendation remains PENDING.

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.

The Arts in Redditch Network has developed and launched its new website – artsinredditch.com, and this will be the principal mechanism for promoting the network to local arts organisations. The website content is mainly provided by arts organisations themselves, and the launch event held on 22nd October explained how these organisations can contribute content.

	<p>The launch event has been followed up with e-mails to all organisations on the network's database, and these contacts will be followed up by face to face discussions to encourage active participation in this initiative; this will be done in collaboration with the Arts Development team.</p>
<p><u>Recommendation 2a</u>: the Council should continue to maintain a link from the local authority's website to the new Arts in Redditch Network site.</p>	<p>A link is provided from the Council's website to the new website for the Arts in Redditch Network.</p>
<p><u>Recommendation 5</u>: 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> <ul style="list-style-type: none"> 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. 	<p>The Council has been offering and continues to offer support and advice on an on- going basis to community groups considering introducing new arts groups in the town.</p> <p>(5a) Action continues to be taken to raise awareness of the support provided by the Council to community groups interested in the arts.</p> <p>(5b) Action continues to be taken to signpost groups and individuals considering establishing a new arts group in the borough to the Arts in Redditch Network.</p> <p>(5c) A new logo has now been developed for the arts in Redditch.</p>
<p><u>Recommendation 6</u>: 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.</p>	<p>The evidence gathered by the Arts and Cultural Central Task Group was taken into account by Officers when developing a new Redditch Arts Strategy.</p>

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.

Redditch Borough Council Officers attend meetings of the network and provide on-going support across all areas outlined in recommendations 8a,b and c.

Housing Density Targets Task Review
(considered by the Executive on 9th July 2013)

There was one recommendation within the final report:

Recommendation: Policy 5 of the emerging Draft Borough of Redditch Local Plan No. 4 be revised as per Appendix 1 (to the report) to incorporate the following headline points:

- a) all new housing developments within the Borough on sites less than 0.16 hectares should be exempt from the Council's housing density requirements;**
- b) all new self-build housing developments on sites larger than 0.16 hectares within the Borough should meet a minimum housing density requirement of 15 dwellings per hectare; and that**
- c) all new bungalow developments within the Borough on sites larger than 0.16 hectares should meet a minimum density requirement of 15 dwellings per hectare.**

At its meeting on 9th July 2013, the Executive Committee resolved that:

Planning Officers be tasked with developing an amended form of words for Policy 5 of the emerging Draft Borough of Redditch Local Plan No. 4 which would ensure an appropriate level of flexibility in housing density requirements, to be submitted for consideration at a future meeting of the Planning Advisory Panel.

The wording to Policy 5 was subsequently amended following the meeting of the Planning Advisory Panel on 20th August 2013 to reflect this.

Crime and Disorder Scrutiny
(considered by the Council on 9/9/13)

Recommendation: the Crime and Disorder Scrutiny Panel hold at least one scheduled meeting during the year to scrutinise the work of the local Crime and Disorder Reduction Partnership.

This recommendation was approved. The latest meeting of the Crime and Disorder Scrutiny Panel took place on 22nd October. An update from this meeting was provided by the Chair of the Panel, Councillor Brazier, at the latest meeting of the Overview and Scrutiny Committee on 4th November.

The next meeting of the Crime and Disorder Scrutiny Panel is due to take place in August 2014.

APPENDIX 2
Overview and Scrutiny Recommendations Tracker
Recommendations that remain to be implemented

Promoting Sporting Participation Task and Finish Group
(considered by Executive Committee on 26/6/12)

All 5 recommendations were all APPROVED. One recommendation was subsequently rescinded. Two recommendations remain to be implemented. The other two recommendations have already been implemented.

Recommendation 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.

A detailed update on the action that is being taken by Officers to upgrade web pages dedicated to leisure services was provided for Members' consideration on at a meeting of the Overview and Scrutiny Committee on 8th October 2013. Due to the length of this update that information has not been repeated in this document.

Recommendation 2: 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.

A detailed update on the action that is being taken by Officers to upgrade web pages dedicated to leisure services was provided for Members' consideration on at a meeting of the Overview and Scrutiny Committee on 8th October 2013. Due to the length of this update that information has not been repeated in this document. Officers confirmed during this meeting that all the outdoor facilities will be introduced by April 2014.

Access for Disabled People Task Group *(considered by the Executive Committee on 21/08/12)*

The following recommendation remains to be implemented.

Recommendation 6: a disability awareness session should be delivered as part of the Member Development Programme at Redditch Borough Council.

The Executive Committee agreed on 11th June 2013 that disability awareness training should be delivered to elected Members as part of the induction process for new Councillors. The training is due to be delivered as part of the new Member induction process in June 2014, following the next local Council elections.

Dial a Ride Extended Service – Feasibility Study *(considered by the Executive Committee on 16/10/12)*

The following recommendation remains to be implemented.

Recommendation 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.

The extension of the service took place in early 2013. A monitoring update report is scheduled to be presented for the consideration of the Overview and Scrutiny Committee on 4th March 2014.

Sickness Policy Short, Sharp Review
(considered by Executive Committee on 20/11/12)
(Eight recommendations)

The recommendations below were all APPROVED.

One recommendation remains to be implemented. All the group's other recommendations have been implemented.

The period following the end of the review has coincided with a significant period of service transformation in HR which remains on-going. This transformation process is including a review of staff induction processes and future training plans.

Recommendation 3: an A5 laminated guide to the Council's Sickness Absence Policy should be provided for the use of managers and staff.

The A5 laminated guide is being redeveloped following feedback that the information needs to be specific and concise.

Concessionary Rents *(considered by the Executive Committee on 18/12/12)*

There were ten recommendations. The first three were APPROVED, subject to rewording of recommendation 1.

Recommendations 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.

Recommendation 2: transitional arrangements will 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 terms of existing leases.

Recommendation 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.

The Concessionary Rents Policy was further reviewed in July 2013.

Property Services has undertaken an audit of the Council's properties currently let to voluntary sector organisations (VSOs). Where VSOs currently occupy properties by way of an unexpired lease, it is not possible for the terms of the lease to be amended without the consent of both parties. As such it is unlikely that VSOs will enter into new lease arrangements where it will likely bear an increase in its rent liabilities, Property Services therefore implement the policy once the tenancies or leases of these properties reach the end of their term or if the existing lease contains rent review provisions that allow the implementation of a market rent. At this time either a new lease or rent review will be negotiated with the occupying VSO on the basis that it agrees a lease at Market Rent. The new arrangements will be subject to the VSO applying for and being granted a concessionary rent discount, which will be deducted from the Market Rent prior to invoicing.

Where an occupying organisation does not qualify for a concessionary rent discount, it will be expected to pay the Market Rent for the property or alternatively make a formal application to the Executive Committee for a reduced rent.

	<p>Officers regard the transition period to be the time it will take for existing leases to expire or have a review period. Based on existing arrangements this will take up to 3 years to be fully implemented.</p>
<p style="text-align: center;">Redditch Market Review <i>(considered by Executive Committee on 12/3/13)</i> <i>(Seventeen recommendations)</i></p> <p>All of the 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.</p> <p>The following update has already been provided for Members' consideration on the remaining recommendations:</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 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><u>Recommendation 1</u>: a new strategy for the market be developed which clearly sets out how the market can be revitalised over the next five year period.</p>	<p>Work to produce the Strategy is currently on-going.</p> <p>Estimated target date for first draft of the strategy: December 2013.</p>

<p><u>Recommendation 3</u>: 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>Initial consultation with the traders regarding which days the market should operate has been completed. The Core Working Group is due to assess the responses and to develop a proposal.</p>
<p><u>Recommendation 4</u>: 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>A list of possible markets has been developed. The Core Working Group is due to assess this list and develop a proposal.</p>
<p><u>Recommendation 5</u>: the market working group considers the feasibility of introducing an on-site Redditch Market information point.</p>	<p>The Core Working Group is considering introducing an appropriate facility such as an enclosed stall within the market which could be used as an information point.</p>
<p><u>Recommendation 6</u>: 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>This can be suggested to traders however cannot be enforced. The traders have now been advised of the suggested scheme.</p>
<p><u>Recommendation 7</u>: each trader is required to possess a returns policy which should be clearly advertised.</p>	<p>The traders have been advised and the regulations will be updated accordingly.</p>

<p><u>Recommendation 9</u>: the working group facilitates further opportunities for local businesses to showcase their goods and services on market stalls.</p>	<p>An “informal” scheme exists regarding showcase of goods and services. This needs to be regularised and consideration given to expanding it subject to stall availability.</p> <p>The regulations will be updated to allow for using the market to showcase goods and services, subject to availability.</p>
<p><u>Recommendation 11</u>: the market working group explores the possibility of realigning and extending the layout of the market past its current location.</p>	<p>The Core Working Group is considering this matter which will form part of the emerging strategy.</p>
<p><u>Recommendation 12</u>: the market working group explores the feasibility of introducing a covered food court area.</p>	<p>The Core Working Group is considering this matter which will form part of the emerging strategy.</p>
<p><u>Recommendation 13</u>: 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>The Core Working Group is considering this matter which will form part of the emerging strategy.</p>
<p><u>Recommendation 15</u>: the market working group works with local bus operators to help further promote the market.</p>	<p>The bus operator has been approached. Officers are currently awaiting a response.</p>

Recommendation 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.

Officers are in the process of working with Licensing and the Public Fundraising Regulatory Association (PFRA) to organise something called a 'Site Management Agreement' in the town centre. This will enable Officers to regulate who, where and how many charities are allowed to collect in the town centre on any given date.

Officers are currently seeking guidance on how the draft agreement should be progressed through Licensing Committee and what amendments might be sought from the PFRA.

Arts and Culture Centre Task Group (considered by the Executive Committee on 09/04/13)

As the recommendations were only endorsed relatively recently an update to Members is not yet expected.

All nine 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.

The following conclusions have been reached: Recommendation 2a, 4, 5, 6, 8 and 9 were APPROVED. Recommendations 1, 2, 4a, and 7 were recommendations to the Arts in Redditch Network.

The Arts in Redditch Network has considered the Task Group's recommendations. 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.

Recommendation 3 was a recommendation to the Arts in Redditch Network and Choose How you Move (Worcestershire County Council). At the time of writing a decision on this recommendations remains PENDING.

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 once an update has been provided by Worcestershire County Council.

Recommendation 2: the Arts in Redditch Network should maintain a list of existing arts groups in Redditch on their new website.

This action has been completed in part, however, implementation remains on-going due to gathering data protection permission from groups and due to the fact that it depends on active responses from user organisations.

<p><u>Recommendation 3</u>: 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.</p>	<p>In their initial response, the network suggested that this should be developed as a second phase of their website development. However, the network is actively pursuing how this recommendation might be achieved using proprietary software (such as Google Maps) at significantly less cost than suggested in the Task Group Report. It is suggested that the network report back in three months.</p>
<p><u>Recommendation 4</u>: 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>(4) The Abbey Stadium exhibition space has been up and running since approximately the beginning of 2012. Whilst capital works were taking place during 2013, it was taken out of use. However, the exhibition space was housing an exhibition of the organisation <i>Your Ideas</i> during September 2013. Officers are currently advertising the opportunity for other local groups to use that exhibition space via the Council's website and also through the artsinredditch network contact database.</p> <p>Quotes are currently being received to create the exhibition space. The costs to deliver this project will dictate whether this work is completed in 2013/2014 or the next financial year.</p> <p>(4a). Once established, these venues will be featured in the 'News' pages of the website, and could also be featured on the Arts Map referred to in Recommendation 3, above. (See also the network's response to Recommendation 9).</p>

<p><u>Recommendation 7</u>: 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"> 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; <ul style="list-style-type: none"> a) funding application requirements; b) creating a sustainable business case; c) legal liability and accountability issues; d) availability of volunteers to operate the centre; and e) management arrangements for the centre. 	<p>The establishment of an Arts Centre remains the clearly stated long-term objective of the Arts in Redditch Network. This commitment is featured in the ‘About Us’ pages of the new website, and was re-stated at the launch event on the 22nd October.</p> <p>However, it is also clear that to make progress towards achieving this objective the network needs to mobilise the arts community in Redditch; the Arts in Redditch Network, and the artsinredditch.com website, will help the network to achieve that essential prerequisite.</p>
<p><u>Recommendation 9</u>: the ‘Creative Redditch’ artwork should be prioritised for use on the next bus shelter that is installed in Redditch town centre.</p>	<p>The Community Safety team of the Council is currently working with Choose How You Move to install a covered cycle shelter in the town centre, to include the ‘Creative Redditch’ piece. A likely location was identified during October and officers are currently working on redesigning the area to accommodate the shelter and dealing with some concerns raised about the location. The shelter will, for a trial period, be fitted with transparent panels to monitor any anti-social behaviour relating to the shelter and to inform the decision to upgrade the panels to those featuring the ‘stain glassed’ artwork.</p>

	<p>The Arts in Redditch Network will also explore the possibility of a 'pop up gallery' and other promotional devices in the Kingfisher Centre, in conjunction with existing visual arts groups.</p>
<p style="text-align: center;">Access for Disabled People Task Group – Monitoring Update Report <i>(considered by the Executive Committee on 11/06/13)</i></p> <p>The recommendations were endorsed, subject to changes to the wording of both recommendations.</p>	
<p><u>Recommendation 1</u>: a disability awareness session should be delivered on an annual basis as part of the Member Development Programme at Redditch Borough Council; and</p>	<p>The Executive Committee agreed on 11th June 2013 that disability awareness training should be delivered to elected Members as part of the induction process for new Councillors. The training is therefore not due to be delivered until June 2014, following the next local Council elections.</p>
<p><u>Recommendation 2</u>: 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.</p>	<p>The Executive Committee recommended on 11th June that a canopy should be installed at this location. However, the Committee proposed that the installation of this canopy should be paid for using funds from the Shopmobility donated reserves.</p> <p>Approval will be required from the Kingfisher Centre due to the land being in their ownership. Following this planning permission would also be required. Estimated to be completed April 2014.</p>

Healthwatch Worcestershire
(considered by the Executive Committee on 09/07/13)

The Executive Committee has APPROVED the only recommendation.

Recommendation: the Borough Council make representations to Healthwatch Worcestershire on behalf of local residents.

Implementation of this recommendation will require on-going action.

Local Strategic Partnership Monitoring Update Report
(Considered by the Executive Committee 2nd September 2013)

The Executive Committee APPROVED this recommendation, subject to a slight amendment to the wording.

Recommendation: 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.

The Executive Committee agreed the following: "Officers be requested to try and 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".

	<p>As this recommendation was only approved relatively recently no updates have been provided. However, an update will be requested for the next quarterly tracking report.</p>
<p style="text-align: center;">Scrutiny Task Group Recommendations Monitoring Process (Considered by the Executive Committee 15th October 2013) The Executive Committee ENDORSED this recommendation.</p>	
<p><u>Recommendation:</u> the reference that “the Overview and Scrutiny Committee will review implementation of recommendations made in any report not sooner than twelve months after consideration of its report by the Executive Committee” be removed from the Council’s Constitution.</p>	<p>As this recommendation requires changes to the Council’s constitution a final decision will be made on this recommendation at the next meeting of Council on 9th December 2013.</p>



Executive Committee

12th November 2013

MINUTES

Present:

Councillor Bill Hartnett (Chair), Councillor Greg Chance (Vice-Chair) and Councillors Juliet Brunner, Brandon Clayton, John Fisher, Phil Mould, Mark Shurmer and Debbie Taylor

Officers:

E Baker, C Flanagan, S Hanley, Lynn Jones, D Riley and A de Warr

Committee Services Officer:

I Westmore

71. APOLOGIES

There were no apologies for absence.

72. DECLARATIONS OF INTEREST

There were no declarations of interest.

73. LEADER'S ANNOUNCEMENTS

The Leader advised that an additional meeting of the Executive Committee was to be convened on the evening of Tuesday, 26th November 2013 at 7.00pm for the purpose of discussing the future of the Town's Football Club.

74. MINUTES

RESOLVED that

the minutes of the meeting of the Executive Committee held on 15th October 2013 be confirmed as a correct record and signed by the Chair.

75. COUNCIL TAX SUPPORT SCHEME

The Committee considered a report which presented proposals for an amendment to the Council's existing Council Tax Support

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Chair

Scheme as there was a requirement upon the Council to review the Scheme on an annual basis. The report contained the responses to an initial period of consultation and Members were asked to agree proposals for a further period of public consultation. Additional information was circulated to Members at the meeting detailing the impact on individuals within the Borough of the various options under consideration.

It was noted that there was variation across the county in what was being proposed with Councils consulting on entitlement to Council Tax support being capped at 80%, 90% and 100% of Council Tax liability. Discussions had taken place with the County Council over the proposals and there was an expectation that it would provide a hardship fund should the Borough Council make provision to meet the projected shortfall in full. The impact on the County Council and other public authorities, most particularly the Police and Fire and Rescue Services, was highlighted as a reason for taking the difficult decision to reduce entitlement to Council Tax Support. Members were also reminded that a further report on Council Tax Exemptions would be presented to the next meeting of the Executive Committee.

RESOLVED that

- 1) the outcome of the initial statutory consultation on options for changes to the Local Council Tax Scheme be noted;**
- 2) for the purposes of the further statutory consultation that is required, the current Scheme be amended, namely that entitlement to Council Tax support should be capped at 80% of Council Tax liability so that all working age claimants will pay a minimum of 20% towards their Council Tax Liability, and that the amended version shall become the proposed draft Scheme 2014/15;**
- 3) the Executive Director of Finance and Resources be authorised to consult on this draft Scheme;**
- 4) a report on the outcome of the further consultation be brought back to the Committee in due course for a decision on its recommendation to Council on the Scheme to be adopted from April 2014; and**
- 5) Officers be instructed to explore and report back options for a hardship fund, as well as further technical changes to Council Tax Exemptions.**

76. NOMINATION OF AN ASSET OF COMMUNITY VALUE

Members considered a request to list the REDI Centre as an Asset of Community Value. The nomination had been received from Redditch Youth and Community Enterprise (RYCE) who had made the request to allow for it to remain as a community asset in the future. The Committee was reminded that it was for the Head of Planning and Regeneration, following consultation with the relevant Portfolio Holder, to make the final decision to list the building as an Asset of Community Value. Officers also confirmed the timescales involved in the process, with there being a six-week period within which community groups might confirm expressions of interest, to be followed by a four and a half month period to prepare a bid.

Members were happy to support the nomination presenting, as it did, the opportunity to provide a community asset in this part of the Borough and to bring a disused building back to use with the added benefit of the costs associated with retaining an empty building being removed. It was also suggested that Officers explore opportunities for use of the building in the meantime of any potential asset sale moratorium as a result of the nomination.

RESOLVED that

the listing of the REDI Centre as an Asset of Community Value be supported.

77. IMPROVEMENT AND EFFICIENCY SOCIAL ENTERPRISE

Members received a report which sought their approval to the Council becoming a public body member of the Improvement and Efficiency Social Enterprise (iESE) and associated measures. iESE had originally operated as one of the Regional Improvement and Efficiency Partnerships until removal of central government funding caused it to continue its work under the umbrella of an independent company with the same aims and objectives. It was made clear that the only financial implication for the Council was entering into a guarantee for the sum of £1.

RESOLVED that

- 1) the principle of Redditch Borough Council becoming a member of iESE Limited be agreed;**
- 2) authority be delegated to the Chief Executive following consultation with the Leader of the Council to approve and execute any documentation necessary to give effect to Recommendation 1) above; and**

- 3) **the proposal in relation to the nomination of a Redditch Borough Councillor as Voting Delegate be endorsed.**

78. REDDITCH BOROUGH COUNCIL RESPONSE TO THE GREATER BIRMINGHAM AND SOLIHULL LOCAL ENTERPRISE PARTNERSHIP SPATIAL PLAN FOR RECOVERY AND GROWTH CONSULTATION DRAFT (SEPTEMBER 2013)

A report was considered which set out a proposed response from the Council to the Greater Birmingham and Solihull Local Enterprise Partnership (LEP) Spatial Plan for Recovery and Growth Consultation Draft. The opportunity had been taken to respond to this high level plan under the duty to co-operate and in the light of the Council operating within this LEP.

It was noted that the Spatial Plan had been considered by the Planning Advisory Panel prior to it being submitted to the Executive Committee. There was cross-party support for a cautiously positive response given that the scale of growth required for Birmingham was still not known in full at the present time.

RECOMMENDED that

the Redditch Borough Council response to the GBSLEP Spatial Plan for Recovery and Growth Consultation Draft (September 2013) (Appendix 1 to the report) be approved.

79. MAKING EXPERIENCES COUNT - CUSTOMER SERVICES 2ND QUARTER MONITORING REPORT

A report which provided details of customer feedback data for the second quarter of 2013/14, along with transactional data relating to the Customer Service Centre was received by the Committee.

It was reported that numbers of complaints for this quarter had been almost double those recorded for the first quarter and this was attributed to the teams undertaking transformation work being much better at capturing customer contact than had previously been the case. The Committee was also informed that data for face to face demand at the Customer Service Centre prior to January 2013 were not considered to be as robust as might be wished.

RESOLVED that

the contents of the report be noted.

80. OVERVIEW AND SCRUTINY COMMITTEE

The Committee received the minutes of the meeting of the Overview and Scrutiny Committee held on 8th October 2013.

RESOLVED that

the minutes of the meeting of the Overview and Scrutiny Committee held on 8th October 2013 be received and noted.

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

There were no minutes or referrals under this item.

82. ADVISORY PANELS - UPDATE REPORT

The update on the activity of the Council's Advisory Panels and similar bodies was considered by the Committee. The Chair of the Economic Advisory Panel highlighted that a Group was being drawn together to investigate the means by which economic development might be levered into North Worcestershire.

RESOLVED that

the report be noted.

83. ACTION MONITORING

The Committee's Action Monitoring report was considered by Members. It was noted that both actions had been completed and, furthermore, it was reported that urgency procedures had been used to gain Council approval for the Voluntary and Community Sector Grants Programme in order to adhere to the timeline for the disbursement of grants.

RESOLVED that

the Action Monitoring report be noted.

The Meeting commenced at 7.00 pm
and closed at 7.45 pm

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Chair



Overview and Scrutiny Committee

No Direct Ward Relevance

3rd December 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) 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
	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

3rd December 2013

	<p>REGULAR ITEMS</p> <p>Updates on the work of the Worcestershire Health Overview and 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>
OTHER ITEMS - DATE FIXED		
3rd December 2013	Medium Term Financial Plan - Presentation	Relevant Lead Head of Service
3rd December 2013	Quarterly Monitoring Report – Recommendations	Relevant Lead Head of Service
3rd December 2013	Redditch United Football Club - Discussion	Relevant Lead Head of Service
9th January 2014	Budget Scrutiny Meeting	Relevant Lead Head of Service
4th February 2014	Living Wage – Update Report	Relevant Lead Head of Service
4th March 2014	Dial a Ride - Monitoring Update Report	Relevant Lead Head of Service
1st April 2014	Landscaping Task Group – Final Report	Councillor Hopkins

Overview and Scrutiny

Committee

3rd December 2013

1st April 2014	Overview and Scrutiny Annual Report	Councillor Bush
1st April 2014	Voluntary Sector Task Group – Final Report	Councillor Witherspoon
20th May 2014	Joint WRS Scrutiny Task Group – Final Report	Councillor Mason
June 2014	Abbey Stadium Task Group – Final Report	Councillor Gandy
June 2014	Positive Activities Update Report	Relevant Lead Head of Service
OTHER ITEMS – DATE NOT FIXED		
	Former Covered Market Area – Update Report	Relevant Lead Head of Service
	Healthwatch Worcestershire – Update Report	
	Land Maintenance Service Level Agreement - Update Report	Relevant Lead Head of Service
	Proposed Housing Review – Submission of Scoping Document	Councillor Brazier

Worcestershire Regulatory Services (WRS) Joint Scrutiny Task Group:
Update

The latest meeting of the Task Group took place at Bromsgrove Council House on Tuesday 12th November 2013. In the absence of both the Chair and Vice Chair, Cllr Adams from Wychavon District Council, had been invited to Chair the meeting.

The Task Group reviewed the notes from the previous meeting, when they had received a presentation and carried out a lengthy interview with the Head of Regulatory Services, Steve Jorden. It was agreed that Steve Jorden, together with his operational managers, would be called as a witness at a future meeting.

The Group also considered questions for future witnesses, concentrating on those for the Chair and Vice Chair of the Worcestershire Shared Services Joint Committee. The Group will attend the Joint Committee meeting on 21st November, which would include budget setting, followed by the interview.

As part of the evidence gathering process, the Group was asked to continue to collect feedback on experiences of working with WRS from each individual authority's Members.

Whilst considering its Work Programme, the Chair reminded Members that it was anticipated that the final report would be completed in April 2014.

Worcestershire Regulatory Services (WRS) Joint Scrutiny Task Group:
Update

The latest meeting of the Task Group took place at Bromsgrove Council House on Thursday 21st November 2013.

Prior to the start of the scrutiny meeting the group observed a meeting of the Worcestershire Shared Services Joint Committee, which is the decision making body for Worcestershire Regulatory Services. Members then proceeded to interview the Chairman and Vice Chairman of the Joint Committee.

The next meeting of the Task Group is due to take place on Wednesday 4th December at Redditch Town Hall. During this meeting Members are due to interview representatives of the WRS Management Board.

