



# Overview and Scrutiny Committee

Tuesday, 21st October,  
2014  
7.00 pm

Committee Room Two  
Town Hall  
Redditch



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- Automatic right to inspect agenda and public reports at least five days before the date of the meeting.
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- 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.
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**If you have any queries on this Agenda or any of the decisions taken or wish to exercise any of the above rights of access to information, please contact**

**Jess Bayley and Amanda Scarce  
Democratic Services Officers**

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# Welcome to today's meeting.

## Guidance for the Public

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### **Agenda Papers**

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

### **Chair**

The Chair is responsible for the proper conduct of the meeting. Generally to one side of the Chair is the Democratic Services 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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**The emergency Assembly Area is on Walter Stranz Square.**





# Overview and Scrutiny

## Committee

Tuesday, 21st October, 2014

7.00 pm

Committee Room 2 Town Hall

### Agenda

#### Membership:

Cllrs: Jane Potter (Chair)      Carole Gandy  
 Gay Hopkins (Vice-Chair)      Alan Mason  
 Joe Baker      Paul Swansborough  
 David Bush      Pat Witherspoon  
 Andrew Fry

<p><b>1. Apologies and named substitutes</b></p>	<p>To receive apologies for absence and details of any Councillor (or co-optee substitute) nominated to attend this meeting in place of a member of this Committee.</p>
<p><b>2. Declarations of interest and of Party Whip</b></p>	<p>To invite Councillors to declare any Disclosable Pecuniary Interests or Other Disclosable Interests they may have in items on the agenda, and to confirm the nature of those interests, and any Party Whip.</p>
<p><b>3. Minutes</b> (Pages 1 - 10)</p>	<p>To confirm the minutes of the most recent meeting of the Overview and Scrutiny Committee as a correct record.</p> <p>(Minutes attached)</p> <p><b>(No Specific Ward Relevance)</b></p>
<p><b>4. Free Swimming Discussion</b> (Pages 11 - 12)</p> <p>Councillor Phil Mould, Portfolio Holder for Leisure and Tourism</p>	<p>To interview relevant Officers and the Portfolio Holder for Leisure and Tourism, Councillor Phil Mould, about free swimming..</p> <p>(Questions attached)</p> <p><b>(No Specific Ward Relevance)</b></p>
<p><b>5. Future Years Financial Plan 2015/16 - Pre-Scrutiny</b></p> <p>Jayne Pickering, Executive Director, Finance and Resources</p>	<p>To consider the content of the Future Years Financial Plan and to determine whether to make any budget proposals based on the content of this report.</p> <p>(Report to follow)</p> <p><b>(No Specific Ward Relevance)</b></p>

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<p><b>6. Fees and Charges Report - Pre-Scrutiny</b></p> <p>Jayne Pickering, Executive Director, Finance and Resources</p>	<p>To pre-scrutinise the proposed fees and charges for the Council's services in 2015/16.</p> <p>(Report to follow)</p> <p><b>(No Specific Ward Relevance)</b></p>
<p><b>7. Overview and Scrutiny Recommendation Tracker - Update Report</b></p> <p>(Pages 13 - 26)</p>	<p>To consider the Overview and Scrutiny Recommendation Tracker.</p> <p>(Report attached)</p> <p><b>(No Specific Ward Relevance)</b></p>
<p><b>8. Joint Worcestershire Regulatory Services (WRS) Scrutiny Task Group - Update Report</b></p> <p>(Pages 27 - 32)</p>	<p>To consider an update on the response received from the Worcestershire Shared Services Joint Committee to the recommendations that were made by the Joint WRS Scrutiny Task Group.</p> <p>(Report attached)</p> <p><b>All Wards</b></p>
<p><b>9. Executive Committee Minutes and Scrutiny of the Executive Committee's Work Programme</b></p> <p>(Pages 33 - 44)</p>	<p>To consider the minutes of the latest meeting(s) of the Executive Committee and also to consider whether any items on the Executive Committee's Work Programme are suitable for scrutiny.</p> <p>(Minutes attached).</p> <p><b>(No Specific Ward Relevance)</b></p>
<p><b>10. Overview and Scrutiny Work Programme</b></p> <p>(Pages 45 - 48)</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"><li>• The Forward Plan / Committee agendas</li><li>• External publications</li><li>• Other sources.</li></ul> <p>(Report attached)</p> <p><b>(No Specific Ward Relevance)</b></p>

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<p><b>11. Task Groups - Progress Reports</b> (Pages 49 - 50) Councillor Pat Witherspoon, Councillor Jane Potter</p>	<p>To consider progress to date on the current reviews against the terms set by the Overview and Scrutiny Committee.</p> <p>The current reviews in progress are:</p> <ul style="list-style-type: none"><li>a) Proposals for Change by Tudor Grange Academy Short, Sharp Review – Chair, Councillor Pat Witherspoon; and</li><li>b) Tackling Obesity Task Group – Chair, Councillor Potter.</li></ul> <p>(Written report attached and verbal update to follow)</p> <p><b>(No Specific Ward Relevance)</b></p>
<p><b>12. Health Overview and Scrutiny Committee</b> (Pages 51 - 52) Councillor Pat Witherspoon</p>	<p>To receive a verbal update on the recent work of the Worcestershire Health Overview and Scrutiny Committee.</p> <p>(Verbal report)</p> <p><b>(No Specific Ward Relevance)</b></p>

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## 13. 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, 2nd September, 2014

## MINUTES

### Present:

Councillor Jane Potter (Chair), Councillor Gay Hopkins (Vice-Chair) and Councillors Joe Baker, Natalie Brookes (substituting for Councillor Andrew Fry), David Bush, Carole Gandy, Alan Mason, Paul Swansborough and Pat Witherspoon

### Also Present:

Paul Finnemore (Commissioning Manager, WCC), Mark Healy (Matchborough Positive Activities Zone), Hayley Capper (Matchborough Positive Activities Zone), Maureen Hayden (What's Your Point), Paul Woolcock (Batchley Support Group) and Darren Venness (YMCA)

### Officers:

H Broughton, R Cooke and K Dicks

### Democratic Services Officer:

J Bayley and A Scarce

## 23. APOLOGIES AND NAMED SUBSTITUTES

Apologies for absence were received from Councillor Andrew Fry. Councillor Natalie Brookes attended as substitute.

## 24. DECLARATIONS OF INTEREST AND OF PARTY WHIP

Councillor Jane Potter declared an other disclosable interest in respect of Minute No 33, the Proposals for Change by Tudor Grange Academy . She left the room and took no part in the discussions about this item.

Councillor David Bush declared an other disclosable interest in respect of Minute No 33, as a member of the board of governors at Walkwood Middle School, part of the pyramid group which would be affected by the changes proposed by Tudor Grange Academy. He left the room and took no part in the discussions about this item.

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Chair

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In light of the Chair having to leave the room it was noted that the Vice Chair would preside over the relevant part of Minute No 33.

## 25. MINUTES

**RESOLVED that**

**the minutes of the meeting of the Overview and Scrutiny Committee held on 22nd July 2014, be confirmed as a correct record and signed by the Chair.**

## 26. POSITIVE ACTIVITIES - UPDATE REPORT

Paul Finnemore, the Worcestershire County Council (WCC) Commissioning Manager – Younger People delivered a presentation on The Positive Activities project. Members were informed that providers of Positive Activities had also been invited to answer questions on how the scheme had worked from a “grass roots” perspective.

Mr Finnemore explained that the Positive Activities funding of £1 million was used to commission projects and was divided amongst the six districts throughout Worcestershire. The aim of those projects was not simply to provide activities for all young people. Instead young people living in particular geographical areas where there was a high number of those not in Education, Employment or Training (NEETs) or where there was a high rate of Anti-Social Behaviour (ASB). The funding was time limited with the third year of three year contracts being reached in July 2014. At the WCC Cabinet meeting on 17th July it had been proposed and agreed that the current approach to Positive Activities should be reviewed to see whether a sufficient local offer would be available in accordance with its legal duties without any funding being required from WCC for service delivery with effect from 2016/17. The existing level of funding and allocation per district would be maintained and managed under the current terms for the duration of the review and contracts with providers would therefore be extended for a further year.

Further areas covered by this presentation were:

- The involvement of local Members in discussions to identify solutions to ensure the sustainability of the projects.
- The principles of Act Local and support for local organisations.
- The role of the Redditch Community Wellbeing Trust.

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- The focus on supporting and preparing organisations to make their projects sustainable, with a decrease in emphasis on holding them to account for performance.
- Support for young people with disabilities and young carers would continue.

Members expressed concerns that the emphasis would no longer be on holding organisations to account for performance. However, Mr Finnemore explained that from the current monitoring process it was apparent that the services provided, exceeded to those that could be expected given the financial outlay. This was due to the people and volunteers involved in delivering the projects and had been highlighted in the Hot Stuff programme of free activities over the summer period which had been provided in collaboration with a number of providers.

Members discussed and raised questions on the following areas:

- When the funding would cease.
- The possibility of the Council becoming a major funder and having input into the activities carried out.
- Local schools being involved in Positive Activities projects and the important role that they could play – Arrow Vale Academy took a major role in the Positive Activities Zone.
- The impact on educational attainment levels in the Borough.
- The provision of counselling for young people and the training provided in respect of this to youth workers.
- Engaging young people in activities and whether levels of participation had increased over the years.
- The impact in respect of reducing ASB and overall benefits.

The Chair thanked Mr Finnemore and his colleagues for attending and providing such a comprehensive and enlightening presentation.

**RESOLVED that**

**the report be noted.**

## **27. REDDITCH SUSTAINABLE COMMUNITY STRATEGY - MONITORING REPORT**

Officers provided Members with background information as to why the Committee received updates on the Sustainable Community Strategy and the Partnership. During delivery of this presentation the following areas were covered:

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- The current Sustainable Community Strategy which had been in place since March 2011 and was due to run out at the end of 2014.
- The partners and the overall structure of the Partnership. The partnership's board had recently been reconfigured and was now known as Redditch Partnership Executive Group.
- The four key priorities and the three issues which would be focused on within those key priorities.
- The Redditch Community Wellbeing Trust and their role in overseeing the Redditch Health and Wellbeing Plan.

Following the presentation of the report concerns were raised as to how some of the priorities and the success of the work carried out in respect of those priorities, could be measured. Members referred in particular to Priority One – Health inequalities and the focus on smoking, alcohol and obesity/healthy lifestyles and difficulties ascertaining whether any work that was carried out to address these problems was making a difference. Councillor Potter, as Chair of the Tackling Obesity Task Group, commented that this was something which the Task Group had already raised and would consider further during the review. Officers confirmed that whilst this was a problem which needed to be addressed within the health profile work which was being carried out, results did not happen overnight and the work towards healthy lifestyles needed to be undertaken, even if it was not currently measurable.

The committee discussed opportunities for elected Members to engage more actively with the work of the partnership. It was acknowledged that this was an area where further progress could be made. Members noted that the minutes from the Partnership Board's meetings had, at one time been appended to the full Council agenda in order to raise awareness with all Members of the role of the Redditch Partnership and to enable them to raise and questions about the work being carried out. The Committee suggested that this should be revisited.

## **RECOMMENDED that**

**the minutes of the Redditch Partnership Executive Group and Redditch Community Wellbeing Trust be appended to the Council agenda.**

## **28. FOOTBALL TASK GROUP - FINAL REPORT**

Councillor David Bush, as Chair of the Football Task Group, presented the group's final report for the Committee's consideration. Councillor Bush explained that this was the second

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element of the work of the group and its objective was to establish the current and future need for community football in Redditch, including existing provision in the Borough, potential alternatives and how provision could be helped and supported. The group had had a short break during the election period and the Committee had agreed in June for the group to continue.

Prior to recommencing its work, the Task Group had been made aware that a Football Stakeholder Group had been established by Leisure Services in order to support strategic plans for developing and supporting football in the Borough. In light of this information the group had agreed to cease its work and to pass on any relevant information to the Stakeholder Group for consideration, as Members were keen to ensure that Officer time was not wasted and work duplicated.

Councillor Bush explained that there were three recommendations for the Committee to consider and a further recommendation for the Committee to refer on to the Executive Committee if it wished to do so. It was highlighted that the wording of the recommendation for the Executive Committee might need to be changed in due course.

## **RESOLVED that**

- 1) the activity being undertaken by Leisure services and the Stakeholder Group to find ways of pulling resources into Redditch to support football is endorsed;**
- 2) the Playing Pitch Strategy, when produced later in 2014, be brought to the Overview and Scrutiny Committee to inform Councillors of the outcomes;**
- 3) in order not to duplicate work being carried out by Leisure Services in association with the FA and Football Stakeholder Group, the Task Group work is concluded; and**

## **RECOMMENDED that**

**the Executive ensure that the playing pitch strategy identified clear links to the emerging local plan requirements for playing pitch provision.**

## **29. TASK GROUP REVIEWS - DRAFT SCOPING DOCUMENTS**

Councillor Joe Baker introduced his proposal and in so doing highlighted that this topic had been brought to his attention as both a County and District Councillor, by a number of residents, who

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were concerned that there was little or no support for the LGBT community or their families in the Borough. Prior to putting forward the proposal Councillor Baker explained that he had spoken to a number of schools regarding the support they provided to lesbian, gay, bisexual and transgender pupils. He suggested that the responses he had received had been concerning, particularly when compared to findings detailed in a report produced by Stonewall in 2012 which indicated that young people from the LGBT community often had difficult experiences at school. Councillor Baker highlighted the six key objectives of the review and confirmed that he would like to Chair the Task Group should the proposal be accepted. He anticipated that the investigation should take six months.

Following presentation of the proposal Members discussed the following areas in detail:

- Whether the existing LGBT Group attended meetings of the Redditch Community Forum and how the Council could re-engage with the group.
- LGBT “history” month and events which were held in Bromsgrove
- The suicide rate within Worcestershire for people from the LGBT community.
- How the Council could affect changes or make recommendations to services which were outside of its control.
- The potential to hold a Redditch Pride event and Pink Picnic.
- The lack of any appropriate venue within the Town Centre for people from the LGBT community to meet and feel safe.
- The Hate Crime video which Members had been shown and further information being received by the Crime and Disorder Scrutiny Panel at its next meeting.

The Chair reminded Members that if a Task Group were to be launched then this could not commence until the Proposals for Change by Tudor Grange Academy Short, Sharp Review was completed as the Committee had previously agreed that only two scrutiny investigations would be undertaken at anyone time.

Following further discussion it was

## **RESOLVED that**

- 1) the terms of reference for the proposed Task Group in respect of the Provision of Support Networks for LGBT be approved;**

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- 2) Councillor Joe Baker be appointed to Chair the Provision of Support Networks for LGBT Task Group; and
- 3) the Provision of Support Networks for LGBT Task Group commence following completion of the Proposals for Change by Tudor Grange Academy Short, Sharp Review.

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

Officers confirmed that the Executive Committee had considered the Voluntary Sector Task Group's Final Report and had approved the recommendations subject to a number of small changes in the wording. Feedback had already been received on some of the recommendations and full details would be provided in the tracker document at the following meeting of the Committee.

The latest edition of the Executive Committee's Work Programme was tabled at the meeting and considered by the Committee. Officers informed Members that the Budget Position 2014/15 – 2015/16 and Fees and Charges were already scheduled in to the Committee's Work Programme.

### **RESOLVED that**

**the minutes of the Executive Committee held on 29th July and the latest edition of the Executive Committee's Work Programme be noted.**

## 31. OVERVIEW AND SCRUTINY WORK PROGRAMME

The Chair discussed with Members the items which were scheduled in for the October and November meetings and raised concerns around the workload. It had been suggested that an extra meeting could be called, however the Chair proposed that a number of items be moved to later in the municipal year. The following amendments to the Committee's Work Programme were discussed:

- The Extensions to Social Housing Presentation. It was agreed that this should be postponed until January 2015.
- Transformation of Services Presentation. It was suggested that as the content of this presentation could be covered at a Shared Services Board meeting there was no need for this item to be retained on the Overview and Scrutiny Work Programme. (It was highlighted that the next meeting of the Shared Services Board would take place at Redditch on 6th October at 6.00pm).

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- Market Task Group – Monitoring Update Report. Although it was suggested that this should be postponed, Members expressed concerns that this was a long outstanding item which needed to be carefully monitored as little progress on the recommendations appeared to have been made to date.
- The November meeting would also include an update from the Crime and Disorder Scrutiny Panel and the final report from the Proposals for Change to Tudor Grange Academy Short, Sharp Review.

Members were reminded that at the meeting on 21st October there was an item in respect of Free Swimming, which the Portfolio Holder for Leisure and tourism had agreed to attend. Similarly, at the 24th November meeting in respect of the item on Concessionary Bus Travel, the relevant Portfolio Holder would be attending, though had requested details of any pre prepared questions. The Chair asked Members to forward any questions on either subject to Officers as soon as possible.

Councillor Bush commented that he had previously requested an update in respect of defibrillators, which had not been forthcoming. Officers were asked to follow this up with a view to an update being received at the next meeting.

## **RESOLVED that**

**subject to amendments detailed in the preamble above the Overview and Scrutiny Committee's Work Programme be noted.**

## **32. CONFIRMATION OF TASK GROUP MEMBERSHIP**

Officers informed Members that although the current scrutiny reviews were now underway, confirmation of the membership of these needed to be formally recorded.

## **RESOLVED that**

- 1) Councillor Pat Witherspoon be appointed Chair of the Proposals for change by Tudor Grange Academy Short Sharp Review, with Councillors Carole Gandy, Pattie Hill, David Thain and Nina Wood-Ford as supporting Members; and**
- 2) Councillor Jane Potter be appointed Chair of the Tackling Obesity Task Group, with Councillors Joe Baker, Andrew**



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**Brazier, Natalie Brooks and Paul Swansborough as supporting Members.**

## **33. TASK GROUPS - PROGRESS REPORTS**

### Proposals for Change by Tudor Grange Academy Short, Sharp Review – Chair, Councillor Pat Witherspoon

Councillor Witherspoon informed Members that meetings had been set up, but it was likely that further meetings would be needed. Councillor Witherspoon also clarified the reasons for the review, which was to look at the process in which the proposals were put into public arena for consultation and the involvement of the public, teaching staff and pupils.

Councillor Witherspoon expressed her disappointment at a recent letter published in the local press criticising the launch of the review. She explained that such criticism was not helpful to either the review or the Committee and that there was a strict protocol which should be followed by all Members who were on the Overview and Scrutiny Committee. Councillor Witherspoon reiterated that the Committee had not said that the Short, Sharp Review was able to influence the school's decision, but that it would investigate the process to ensure that this had been carried out correctly.

There had been some delay in arranging interviews with relevant witnesses and therefore it was anticipated that the final report would be brought back to the Committee at its November meeting.

### Tackling Obesity Task Group – Chair, Councillor Jane Potter

Councillor Potter informed Members that they group had held two meetings and carried out its first interview. A further meeting was planned where the group would be looking at relevant literature and questions for future witnesses. The group were interested in pulling together all the different services available to ensure that they were effective and looking at some sort of measures which could be put in place.

The Chair also requested that, where possible, she would like Task Groups and Short Sharp Reviews to restrict the number of recommendations to five.

## **RESOLVED that**

**the update reports be noted.**

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## 34. HEALTH OVERVIEW AND SCRUTINY COMMITTEE

Councillor Pat Witherspoon, as the Council's representative on the Health Overview and Scrutiny Committee (HOSC) informed Members that the Committee had been put on hold due to the Joint Service Review. However, there was a meeting arranged for Wednesday 10th September and she would provide an update at the following meeting.

The Meeting commenced at 7.00 pm  
and closed at 9.00 pm

**Overview and Scrutiny Committee: Questions about Free Swimming**

- 1) What is the take up for free swimming?
  - a) Please provide a breakdown per age range.
  - b) Please provide figures for particular groups (if applicable).
- 2) What was the increase in number of participants locally, if any, following the introduction of free swimming?
- 3) How does the council publicise free swimming?
- 4) How much does free swimming cost the Council?
- 5) What impact has free swimming provision had on health/obesity?
- 6) On what basis are particular groups targeted/informed about swimming and how was it determined that these groups should be targeted?



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**QUARTERLY MONITORING 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.

**2. RECOMMENDATIONS**

**The Committee is asked to RESOLVE that**

**the report be noted.**

**3. KEY ISSUES****Background**

- 3.1 At a meeting of the Overview and Scrutiny Committee on 4th June 2013 Members considered the Committee's current approach to monitoring the implementation of recommendations that have been made through the scrutiny process. At that time progress with the implementation of Task Group recommendations was reported 12 months after a review had been completed. Interim updates, including on the implementation of recommendations made by the Overview and Scrutiny Committee, were made every six months. Members expressed concerns that this process did not enable the Committee to identify areas of concerns where there was slow progress. In addition, there were concerns that this approach was too time consuming and diverted the Committee from considering other key matters during meetings.
- 3.2 For these reasons the Committee agreed to receive updates on action taken to implement all recommendations on a quarterly basis. Information about implemented recommendations is now only reported back to the Committee once to ensure that Members can focus on encouraging action to be taken in cases where recommendations have not yet been implemented.

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- 3.3 The Committee considered the first Quarterly Monitoring Recommendation Tracker report for 2014/15 at a meeting on the 22nd July. During this meeting Members expressed concerns that the template that had been used was confusing and lengthy. Officers were therefore asked to review the report template.
- 3.4 This quarterly update has therefore been produced using a new template (Appendix 1). This template was developed following consultation with the Chair of the Committee and consideration of reporting templates used at other local authorities. Officers would welcome any suggestions about further changes that could be made to improve the recommendation tracker report.
- 3.5 Wherever possible, as requested by Members, an estimated date for the final implementation of outstanding recommendations has been provided.
- 3.6 The Committee will be aware that there are some recommendations where it would be reasonable for Officers to require further time to implement. 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.
- 3.7 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**

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

**Legal Implications**

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

**Service / Operational Implications**

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

**Customer / Equalities and Diversity Implications**

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

**4. RISK MANAGEMENT**

No risks have been identified.

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**5. APPENDICES**

Appendix 1 – Recommendations Tracker.

**AUTHOR OF REPORT**

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## Overview and Scrutiny Recommendation Tracker

Project / recommendation and date proposed	Action	Team responsible	Date for completion	Rating on progress	Comments
<b>Access for Disabled People (August 2012)</b>					
Recommendation 2	Installation of a canopy over the ramp access to Shopmobility.	Property Services and Community Services	To be confirmed but subject to the outcomes of the planning process.	☹️	<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.</p> <p>A planning application has been submitted for an amendment to access for Car Park 3 and an additional access point to Car Park 1. Officers are therefore currently unable to take any further action on this recommendation until planning has been either accepted or refused as they will need to assess how any outcomes of this planning process will affect the erection of the canopy.</p>
<b>Access for Disabled People (August 2012)</b>					
Recommendation 6	A disability awareness session to be provided as part of the Member Development programme.	Policy and Democratic Services teams.	Completed	☹️	The disabilities awareness training formed part of the equalities training on 18th September (which replaced the session which had been due to take place on 24th July but was postponed at the request of Members). Three Members attended the training.

<b>Sickness Policy (November 2012)</b>					
Recommendation 3	An A5 laminated guide to the Sickness Absence Policy to be made available for staff.	HR	Completed	☺	An A5 guide has now been produced. A copy was sent to Members of the Overview and Scrutiny Committee by email on Monday 6th October 2014.
<b>Arts and Culture (April 2013)</b>					
Recommendation 4	Exhibition space to be introduced in the Palace Theatre and the Abbey Stadium	Leisure Services	Partly completed	☺	An exhibition space has been introduced in the Abbey Stadium. The theatre's art exhibition space remains a viable option subject to funding. The Arts in Redditch (AIR) Network is currently concentrating on "pop-up" exhibition spaces, the next one of these will be at the Kingfisher Centre from 22nd to 30th November 2014, supported by the Arts Development Service.
<b>Arts and Culture (April 2013)</b>					
Recommendation 7	The AiR Network should address seven key barriers (detailed in the report) before establishing an arts centre.	AiR Network (external body)	To be confirmed though likely to take time.	☹	The AIR Network has received and considered the group's report. Establishing an Arts Centre in Redditch remains the long-term objective of the network.
<b>Arts and Culture (April 2013)</b>					
<b>Recommendation 9</b>	The "Creative Redditch" artwork to be used on the next bus shelter to be installed in the town centre.	Community Safety	To be confirmed	☹	It has not proved possible to use the artwork on a bus shelter to date. However, action has been requested to deal with the long-standing damage to the former Poundstretcher unit in the town centre. In view of its prominent position Officers are keen to progress this ASAP

					and it is possible this could involve using the Creative Redditch artwork.
<b>Medium Term Financial Plan (February 2014)</b>					
Single recommendation	The budget position for 2014/15 to 2016/17 to be noted and Officers asked to identify additional savings.	All services, to be led by Financial Services	Ongoing	☺	The Overview and Scrutiny Committee is due to receive the Future Years Financial Plan on 21st October which will provide further detail on proposed savings.
<b>Landscaping (April 2014)</b>					
Recommendation 1	New Members to be invited to visit the place, tree and landscaping intervention teams as part of the member induction process.	Environmental Services	Completed	☺	Invitations were sent out to all new Members in July. A message was also included on this subject in the July edition of the Members' newsletter.
<b>Landscaping (April 2014)</b>					
Recommendation 1a	A short briefing on the subject of the work of the trees, place and landscaping teams to be provided prior to a Council meeting early in the municipal year.	Environmental Services	December 2014.	☺	The presentation is due to take place before full Council on 8th December.
<b>Landscaping (April 2014)</b>					
Recommendation 2	A contact list of key senior Officers and operational Officers to be provided for Members' consideration.	Democratic Services and Environmental Services.	Completed	☺	A contact list of senior Officers was provided to Members in May 2014 as part of the Member Induction process. A document containing the contact details for key Environmental services Officers was circulated by email to all Members on 28/08/14.

<b>Landscaping (April 2014)</b>					
Recommendation 4	Data for landscaping cases to be reported per ward area to Members on an annual basis. This will initially be trialed to find out whether Members wish to continue to receive the information.	Environmental Services	March 2015	☺	Officers have developed a report to allow this data to be reported and Members will be sent a copy of the information relating to their wards at the end of the financial year.
<b>Landscaping (April 2014)</b>					
Recommendation 6	A feasibility study of the potential to bulk plant trees in Council open spaces and other appropriate locations to be undertaken taking into account eight key considerations (as detailed in the report).	Environmental Services	Unknown - subject to external grant funding becoming available.	☹	The Forestry Commission Woodland Creation Grant Funding Scheme is closed until further notice and there are no other known grant funding opportunities to assist landowners in developing woodlands. The cost/benefit for the Council of carrying out this project is not particularly attractive as potential revenue would take years to materialise. Officers feel that until grant funding is available it would not be appropriate to identify potential sites as the size and location of those sites would be subject to the funding available.
<b>Landscaping (April 2014)</b>					
Recommendation 7	Officers to investigate how to dispose of logs in a way that would maximise income for the Council.	Environmental Services	To be confirmed	☹	Loose firewood timber from the Council's in-house arboriculture operations is priced at £30 per cubic metre (+ VAT). This is for unconverted timber and there is currently demand. Officers are investigating ways to increase the value of the timber that the Council sells. However, there are local and national suppliers selling timber at

					competitive prices.
<b>Abbey Stadium (June 2014)</b>					
Recommendation 1	The potential for a trust to manage Council leisure facilities including the Abbey Stadium to be investigated further.	Leisure Services	To be confirmed though it is likely that this will take some time.	☺	Officers will commence a review of this work in the near future and will feed back key dates when they are available.
<b>Abbey Stadium (June 2014)</b>					
Recommendation 2	The O&S Committee to pre-scrutinise the final business case for trust management of Council leisure facilities.	Leisure Services and Democratic Services	To be confirmed though it is unlikely that the business case will be available for some time.	☺	The Overview and Scrutiny Committee's Work Programme has been amended accordingly.
<b>Abbey Stadium (June 2014)</b>					
Recommendation 5	Appropriate marketing measures to promote membership of the Abbey Stadium to people aged 55 or more to be identified and used.	Leisure Services	Autumn 2014	☺	<p>Officers are aiming to launch a new Health and Wellbeing Activity Programme at the stadium for the over 50s this autumn and were scheduled to advertise the programme during the summer.</p> <p>This programme has been advertised through local newspaper with a double page spread and through partner organisations such as Age UK, church groups and through our community exercise instructors.</p> <p>Within the first week of advertisement we had 72 people enrolled onto activities which include Tai Chi, Swimming Lessons</p>

					and Health and Well Being Sessions. After the initial taster sessions participants will be offered membership of the fitness suite to help sustain their exercise journey and also increase off peak usage of the facility. All of the activities provided within the programme are provided in daytime, off peak periods.
<b>Abbey Stadium (June 2014)</b>					
Recommendation 6	Retail offers and marketing displays at the Abbey Stadium to be expanded.	Leisure Services	Completed	☺	New displays have been introduced which are three times larger than the previous displays. There is a greater range of merchandise available to purchase.  The Council has now increased sales by 11% and the new display is located at the entrance to the Village Change.
<b>Voluntary and Community Sector (July 2014)</b>					
Recommendation 1a	The timescales for the Council's grants programme to be reviewed.	Community Services	Completed	☺	The timescales were reviewed in July 2014 and the dates of the Grants Panel meetings were brought forward to ensure that decisions can be reported to Voluntary and Community Sector (VCS) Groups at an earlier date.
<b>Voluntary and Community Sector (July 2014)</b>					
Recommendation 1b	The geographical spread of the customers for VCS groups to be taken into account by as part of the grants scoring process.	Community Services	Completed	☺	The Grants Panel considered this recommendation during a meeting on 5th August and brought forward proposals on 8th September to the Executive Committee to change the scoring process.

<b>Voluntary and Community Sector (July 2014)</b>					
Recommendation 1c	The template for the Council's grants application form to be reviewed.	Community Services	To be confirmed	☹	Officers are currently considering how to implement this recommendation.
<b>Voluntary and Community Sector (July 2014)</b>					
Recommendation 1d	Action Points to be recorded at meetings of the Grants panel.	Community Services and Democratic Services	November 2014.	☺	Action Points will be taken during meetings of the Grants Panel when Members will be scoring applications. The first meeting when this is due to occur will take place on 17th November 2014.
<b>Voluntary and Community Sector (July 2014)</b>					
Recommendation 2a	Formal training to be provided to Members of the Grants Panel.	Community Services and Democratic Services	To be confirmed.	☹	Officers are currently considering how to implement this recommendation.
<b>Voluntary and Community Sector (July 2014)</b>					
Recommendation 2b	Members of the Grants Panel to visit groups in receipt of funding as part of the Monitoring process wherever possible.	Community Services	Ongoing	☹	Officers are currently considering how to implement this recommendation.
<b>Voluntary and Community Sector (July 2014)</b>					
Recommendation 3	The implications of the Local Government Transparency code 2014 for the Grants Panel to be taken into account.	Community Services	Ongoing	☺	Relevant Officers have been provided with a copy of the code and had already started to adapt the Council's grants process as and where required to comply with the code.

<b>Voluntary and Community Sector (July 2014)</b>					
Recommendation 4	The Council to consider employing an apprentice to support the work of the Grants Officer.	Community Services and HR.	To be confirmed.	☹	Officers are currently considering how to implement this recommendation.
<b>Voluntary and Community Sector (July 2014)</b>					
Recommendation 5	The framework for provision of financial management and debt advice to be supported by the council for the foreseeable future.	Housing and Financial Services	February 2015	☹	The Chair of the O&S Committee has asked Officers to deliver a presentation on the outcomes of the Framework at a meeting in February. This will provide Members with an opportunity to assess whether the framework is working.
<b>Voluntary and Community Sector (July 2014)</b>					
Recommendation 6	An informal working group of Officers to be established to share information about services working with VCS groups and volunteers.	Community Services to co-ordinate.	To be confirmed.	☹	Officers are currently considering how to implement this recommendation.
<b>Voluntary and Community Sector (July 2014)</b>					
Recommendation 6a	Dedicated space to be introduced on the intranet to share information about the work services are doing with VCS groups.	Community Services to co-ordinate	To be confirmed	☹	Officers are currently considering how to implement this recommendation.
<b>Voluntary and Community Sector (July 2014)</b>					
Recommendation 7a	The staff volunteering policy to be refreshed and promoted.	HR	To be confirmed	☹	Officers have confirmed that the policy will be refreshed and promoted. However, a number of HR policies which have direct implications for staff are due to be issued



					and will be prioritised.
<b>Voluntary and Community Sector (July 2014)</b>					
Recommendation 7b	A taster list of volunteering opportunities to be advertised on the Orb.	HR	To be confirmed	☹	Officers are currently considering how to implement this recommendation.
<b>Voluntary and Community Sector (July 2014)</b>					
Recommendation 8	A new staff award to be introduced recognising the voluntary work carried out by staff.	Office Services	In time for the next Making a Difference Staff Awards	☹	Officers support this idea in principle but wonder how this would work. For all other categories it is one person nominating another. Apart from the small group of staff who have volunteered in line with the Staff Volunteering Policy (5 people) the Council does not know who volunteers. Officers could only find out by asking all staff what they do. Also, clarity is required as to how the Council should define volunteering (e.g. formal arrangements, helping out with the school fete, running a Brownie pack etc.?). Also staff cannot nominate themselves so how would nominations work? Unless everyone who replied received a certificate maybe as a one off in one year. Members are also asked to consider the implications for staff who do volunteer but don't reply (including those who do not have access to email) and whether they would be upset about not being included. Officers are therefore not sure if this suggestion is workable.

<b>Voluntary and Community Sector (July 2014)</b>					
Recommendation 9	The Council to consider working with businesses and VCS groups to establish a “Redditch Hour” on social media platforms.	Town Centre Partnership	To be confirmed	☹	<p>The Town centre partnership discussed the ‘Redditch Hour’ at its meeting on Monday, 8th September and whilst supportive of the idea did not feel that they had capacity to take this project on or to coordinate it at the present time.</p> <p>In these circumstances Members may wish to consider who to approach regarding this matter. The involvement of the Town Centre Partnership was suggested by the Executive Committee.</p>
<b>Voluntary and Community Sector (July 2014)</b>					
Recommendation 10	A Voluntary Sector event to be held and to include a prize giving ceremony.	Community Services to work with VCS groups.	To be confirmed.	☹	No update was available in time for the meeting.

REDDITCH BOROUGH COUNCIL**OVERVIEW AND SCRUTINY  
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21st October 2014

**JOINT WRS SCRUTINY TASK GROUP – UPDATE REPORT**

Relevant Portfolio Holder	Councillor John Fisher, Portfolio Holder for Corporate Management
Portfolio Holder Consulted	Councillor Fisher was present at the meeting of the Worcestershire Shared Services Joint Committee when the decisions were made about the scrutiny group's recommendations.
Relevant Head of Service	Steve Jordan, Head of Regulatory Services
Ward(s) Affected	No specific ward relevance.
Non-Key Decision	

**1. SUMMARY OF PROPOSALS**

This report provides an update on the Worcestershire Shared Services Joint Committee's response to the recommendations that were made by the Joint Worcestershire Regulatory Service (WRS) Scrutiny Task Group.

**2. RECOMMENDATIONS**

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

**3. KEY ISSUES****Background**

- 3.1 The Joint WRS Scrutiny Task Group was launched in September 2013 at the instigation of Wychavon District Council. Every local authority in Worcestershire agreed to participate in the review and two representatives, a lead and substitute member, were appointed per Council. Redditch Overview and Scrutiny Committee appointed Councillor Alan Mason as the Council's lead representative and Councillor Gay Hopkins as substitute.
- 3.2 The review concluded in June 2014. The group's recommendations were subsequently presented for the consideration of every Overview and Scrutiny Committee in the county in June and July. All of the Overview and Scrutiny Committees in the county except for Wyre Forest District Council's Committee endorsed all of the group's recommendations.
- 3.3 The Joint WRS Scrutiny Task Group's final report was presented for the consideration of the Worcestershire Shared Services Joint Committee on 2nd October. This Joint Committee has delegated powers to make some decisions

**OVERVIEW AND SCRUTINY  
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about WRS on behalf of partner authorities, though the Committee is required to forward any recommendations that would require significant policy and budget changes or alterations to the partnership agreement onto the Executive Committees at partner authorities. Significant changes can only proceed if every partner agrees to the proposals.

- 3.4 During the course of the Worcestershire Shared Services Joint Committee Members endorsed six of the recommendations that had been made by the scrutiny Task Group. As these did not require significant changes the decision on these six proposals should be regarded as final. (The six recommendations are listed in the appendix to this report).
- 3.5 Four of the recommendations required more significant changes, particularly to the governance of WRS. The Joint Committee was mindful of the fact that any such changes to the governance of the partnership would need to be managed carefully, particularly as the service is currently considering the potential to enter into a strategic partnership with an external organisation. For these reasons the Worcestershire Shared Services Joint Committee has requested that Officers representing each Council on the partnership's Management Board consider these proposals in further detail and bring forward alternative suggestions suitable for all partners that would address the main concerns raised by the Task Group.
- 3.6 The Joint Committee noted that two of the recommendations that had been proposed by the group required no further action from the Joint Committee. This included the group's sixth recommendation which proposed a new budget model for the partnership. As the Joint Committee had already agreed a new budget model in June 2014 which was similar to the scrutiny group's proposals, and which had been forwarded to partner authorities for approval, it was agreed that no further action was required on this proposal. The group's twelfth recommendation required action from Overview and Scrutiny Committees to review the joint scrutiny protocol and therefore no further approval was required from a decision making body.

**Financial Implications**

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

**Legal Implications**

- 3.8 There are no direct legal implications relating to this report.

**Service / Operational Implications**

- 3.9 There was a delay in presenting the group's findings for the consideration of the Worcestershire Shared Services Joint Committee. This delay occurred because the report needed first to have been presented for the consideration of every Overview and Scrutiny Committee in the county, which took place in June and July 2014. As

**OVERVIEW AND SCRUTINY  
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the Joint Committee only meets on a quarterly basis the October meeting was the first opportunity for the Scrutiny Members to present their findings.

**Customer / Equalities and Diversity Implications**

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

**4. RISK MANAGEMENT**

No risks have been identified.

**APPENDIX**

5. Outcome of Presentation to Worcestershire Shared Services Joint Committee

**AUTHOR OF REPORT**

Name: Jess Bayley, Democratic Services Officer  
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Tel.: (01527) 64252 Ext: 3268



**APPENDIX 1****JOINT WRS SCRUTINY TASK GROUP – FINAL REPORT****Outcome of Presentation to Worcestershire Shared Services Joint Committee****2<sup>nd</sup> October 2014**

It was noted that Recommendation 6 had been addressed at the Joint Committee's previous meeting and that Recommendation 12 had been agreed and required action by partners' Overview and Scrutiny Committees.

**The following recommendations were resolved by the Joint Committee:**

**Recommendation 1**

Performance Management Information should continue to be made available for Members' consideration at every meeting of the Joint Committee and be sufficiently high on the agenda to be discussed in detail.

**Recommendation 2**

Twelve months after the new contact centre arrangements for WRS have been introduced, replacing the use of the Worcestershire Hub; the Joint Committee should review the effectiveness of these arrangements for communicating with the public.

**Recommendation 3**

The web-pages of each partner authority should be regularly monitored to ensure they are kept up to date, with the inclusion of a prominent and obvious link to the WRS website.

**Recommendation 4**

The purpose, content and circulation of the WRS newsletter should be thoroughly reviewed, with a view to it providing a more systematic and comprehensive account of the work and performance of the shared service and with the content and format being agreed by the Joint Committee.

**Recommendation 5**

That WRS have a designated member of staff to act as a Member Liaison Officer and as a single point of contact to signpost Member enquiries.

**Recommendation 11**

The lessons learned from the WRS shared service experience, particularly as detailed in this report, should be heeded by elected members and senior officers when considering any future proposals for shared service arrangements involving multiple partners.

**In respect of Recommendations 7, 8, 9 and 10 the Joint Committee requested Officers to bring forward alternative proposals to address the issues raised in these recommendations.**

***Amanda Scarce/Jess Bayley - Democratic Services Officers  
Bromsgrove District and Redditch Borough Councils***

***3<sup>rd</sup> October 2014***







# Executive Committee

Monday, 8 September 2014

## MINUTES

### Present:

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

### Also Present:

Councillors David Bush and Pat Witherspoon

### Officers:

Clare Flanagan, Sue Hanley, Jayne Pickering and Judith Willis

### Committee Services Officer:

Sheena Jones

### 28. APOLOGIES

There were no apologies for absence.

### 29. DECLARATIONS OF INTEREST

There were no declarations of interest.

### 30. LEADER'S ANNOUNCEMENTS

The Leader announced that an additional meeting of the Executive Committee would be held on Tuesday 3<sup>rd</sup> February 2015 to consider the Medium Term Financial Plan.

### 31. MINUTES

#### RESOLVED that

The minutes of the meeting of the Executive Committee held on 29<sup>th</sup> July 2014 be agreed as a correct record and signed by the Chair.

.....  
Chair

**32. FOOTBALL PROVISION TASK GROUP - FINAL REPORT**

Councillor David Bush presented the final report of the Football Provision Task Group, which he had chaired. He reminded members that the Task Group had reported on its recommendations relating to proposals for relocation by Redditch United football club in April 2014.

The Group had been delayed by the local elections in pursuing its outstanding terms of reference relating to community football. When it resumed its work, the Group was made aware that the Leisure department was discussing future support for football with a stakeholder group. This was informing the action plan which was part of the playing pitch strategy.

The Task Group members considered that if it pursued its review it would be duplicating work being carried out by officers. On this basis it had recommended to the Overview and Scrutiny Committee that it cease its work and this had been endorsed by the Committee at its meeting on 2<sup>nd</sup> September.

There was one recommendation to the Executive arising from the Task Group's work, which was that the Executive ensure the playing pitch strategy identified clear links to the emerging local plan requirements for playing pitch provision. The Leader suggested the recommendation was unnecessary, since the emerging local plan made appropriate provision for playing pitches being developed under its open space policies. The Council would be able to negotiate the development of pitches using evidence provided by Leisure. However, Councillor Bush clarified that the Task Group had learned about changes in the size of pitches for mini and junior football required by the Football Association, which it considered should be taken into account in future improvements and development. This was endorsed by Councillor Pat Witherspoon, who had been a member of the Task Group.

The Leader suggested that the recommendation be altered to note the specific issue raised by the Task Group and to inform future action relating to the provision and improvement of football pitches in the Borough and this was agreed.

On behalf of the Executive Committee the Leader thanked the members of the Task Group for the work they had carried out on this review.

**RESOLVED that**

**The evidence considered by the Football Task Group relating to the requirement for specific pitch arrangements for mini and**

# Executive Committee

Monday, 8 September 2014

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**junior football be taken into account during the period of the emerging local plan when opportunities arise for the improvement or development of pitches.**

### **33. FINANCE MONITORING REPORT 2014/15 - APRIL - JUNE 2014 (QUARTER 1)**

The Committee considered the report which set out the Council's financial position for the period April to June 2014.

It was noted that as at the end of June no significant concerns had been raised by Heads of Service relating to the revenue budget and that they would meet the savings predicted when the budget was set for 2014-15. The underspend from the last financial year had been put into balances which now stood at £1.1m.

Members of the Committee asked questions on a number of aspects of the report as follows:

- Environmental Services – use of agency staff – officers reported that the use of agency staff was limited as far as possible but they were being used in the short term to maintain flexibility in service provision as the department reviewed the way it worked and implemented changes;
- The apparent low level of demand for Disabled Facilities Grants and any action being taken to increase awareness of these – officers reported that work was being done to improve the capture of demand for this service. However, this remained been difficult to predict. Officers agreed to seek more detail from the Head of Service about the work done to encourage applications and report back;
- Officers undertook to find details for the following questions and to report back to all members of the Committee:
  - The number of voluntary bodies using Council accommodation and where they were;
  - Whether any posts were being deleted to make the anticipated savings in the Legal and Democratic Services Department;
  - The split between the swimming pool and gym in the projected overspend (shortfall in income) for the Abbey stadium.

### **RESOLVED that**

- 1) The current financial position on Revenue and Capital be noted as detailed in the report;**

and **RECOMMENDED** that

- 2) **The 2014/15 capital programme is increased by £48k to include a section 106 funded project to extend the car park at Old Forge/Pathways Playing Fields in Matchborough;**
- 3) **£50k of capital allocation in 2014/15 be vired from Home Repairs Assistance to Homes Multiple Occupation Grants, due to increased demand for Homes in Multiple Occupation accommodation following the introduction of the Local Housing Allowance system.**

**34. VOLUNTARY AND COMMUNITY SECTOR GRANTS PROGRAMME 2015/16**

The Committee considered a report which recommended the funding split and themes for voluntary and community sector grants process 2015/16. The theme titles had been updated to reflect the Council's strategic purposes.

It was noted that the proposals took account of recommendations of the Voluntary Sector task group. Further to queries from members arising from this, officers reported that they were looking at ways of funding the proposed apprentice post without needing to make a budget bid.

In approving the recommendations, members of the Committee commended the work undertaken by the many volunteers in the Borough and their contribution to the community.

**RECOMMENDED** that

- 1) **The themes and percentages of funding be allocated for the 2015/16 voluntary and community sector grants process as set out in appendix 1 to the report; and**
- 2) **The scoring matrix be updated as set out in appendix 2 of the report.**

**35. OVERVIEW AND SCRUTINY COMMITTEE**

The Committee considered the minutes of the meeting of the Overview and Scrutiny Committee held on 22<sup>nd</sup> July. It was noted that at minute no.19 the Committee had proposed an amended recommendation relating to the Abbey Stadium Task Group. This was to replace a previous recommendation which the Executive Committee had considered was not appropriate in terms of the suggested process.

The Leader reported that he was happy to endorse the revised wording.

**RESOLVED that**

- 1) **The minutes of the meeting of the Overview and Scrutiny Committee held on 22<sup>nd</sup> July 2014 be received and noted;**
- 2) **That the recommendation from the Overview and Scrutiny Committee as follows be approved:**

**that when exploring the option for Council Leisure facilities to be managed by a Trust the potential for the following facilities to be introduced at the Abbey Stadium should be investigated further, in both cases taking into account whether these options would be economically viable:**

- a) **Therapeutic services**
- b) **A sauna/steam room.**

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

There were no outstanding referrals to consider.

**37. ADVISORY PANELS - UPDATE REPORT**

With reference to the Economic Advisory Panel, further to the report at the last meeting, the Leader announced that he and the portfolio holder had made progress with the proposal to involve representatives of the business community in a theme group on economic development to support the Local Strategic Partnership. This would effectively replace the Panel, but would involve the same Councillors.

In response to a query, Councillor Chance agreed to include headline updates of economic development activity in the Councillors' newsletter.

The Committee also noted that the Independent Remuneration Panel had met on 27<sup>th</sup> August.

**RESOLVED that**

**The report be noted.**

**Executive  
Committee**

Monday, 8 September 2014

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**38. ACTION MONITORING**

**RESOLVED that**

**The report be noted.**

.....

Chair

The Meeting commenced at 7.00 pm  
and closed at 7.40 pm

# EXECUTIVE COMMITTEE LEADER'S WORK PROGRAMME

**28 October 2014 to 31 January 2015**

(published as at 1<sup>st</sup> October 2014)

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

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

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

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



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

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

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

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

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

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

The Executive Committee's meetings are normally held every four weeks at 7pm on Tuesday evenings at the Town Hall. They are open to the public, except when confidential information is being discussed. If you wish to attend for a particular matter, it is advisable to check with the Democratic Services Team on (01527) 64252, ext: 3257 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 Yvonne Smith	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
Budget Position 2014/15 - 2016/17 <b>Key:</b> Yes	Council, Executive 28 Oct 2014		Report of the Director of Finance and Resources	Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207
Local Council Tax Support Scheme - Draft Scheme 2015-16 <b>Key:</b> No	Executive 28 Oct 2014		Report of the Head of Customer Access and Financial Support	Amanda de Warr, Head of Customer Access and Financial Support Tel: 01527 64252
Recovery Policy <b>Key:</b> Yes	Executive 28 Oct 2014		Report of the Head of Customer Access and Financial Support	A de Warr, Head of Customer Access and Financial Support, Head of Customer Access and Financial Support Tel: 01527 64252 ext 3177
Fees and Charges <b>Key:</b> No	Council, Executive 28 Oct 2014		Report of the Financial Services Manager	Sam Morgan, Financial Services Manager Tel: 01527 64252 ext 3790
Designation of a Neighbourhood Plan Area - Feckenham <b>Key:</b> Yes	Executive 28 Oct 2014		Report of the Head of Planning and Regulatory Services	Alison Grimmett, Planning Officer Tel: 01527 64252 ext 3209

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
Improved Parking Schemes <b>Key:</b> No	Council, Executive 28 Oct 2014		Report of the Head of Environmental Services	Pete Liddington, GIS/Design Officer Tel: 01527 64252 ext 3638
Council Tax Support Scheme 2015/16 <b>Key:</b> Yes	Council, Executive 25 Nov 2014		Report of the Head of Customer Access and Financial Support	Amanda de Warr, Head of Customer Access and Financial Support Tel: 01527 64252
Land Adjacent to the Alexandra Hospital - disposal <b>Key:</b> No	Council, Executive 25 Nov 2014		Report of the Head of Customer Access and Financial Support	Amanda de Warr, Head of Customer Access and Financial Support Tel: 01527 64252
Landscape Improvements to the Town Centre Phase II <b>Key:</b> Yes	Executive, Council 25 Nov 2014			Lyndsey Berry, Planning Officer
Joint Property Vehicle Full Business Case <b>Key:</b> Yes	Executive 25 Nov 2014		Report of the Executive Director, Finance and Resources	Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207

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
Polling Districts and Polling Places Review <b>Key:</b> No	Executive 20 Jan 2015		Report of the Head of Legal, Equalities and Democratic Services	Claire Felton, Head of Legal, Equalities and Democratic Services Tel: 01527 881429
Voluntary and Community Sector Grants Programme 2015/16 - Funding recommendations <b>Key:</b> Yes	Executive 10 Mar 2015		Report of the Head of Community Services	Donna Hancox, Voluntary Sector Grants Co-ordinator Tel: 01527 64252 ext 3015
Job Evaluation <b>Key:</b> Yes	Executive			Becky Talbot, Human Resources and Development Manager Tel: 01527 64252 ext 3385
Tenancy Policy <b>Key:</b> No	Executive		Report of the Deputy Chief Executive and Executive Director (Leisure, Environmental & Community Services)	



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## WORK PROGRAMME

(Report of the Chief Executive)

Date of Meeting	Subject Matter	Officer(s) Responsible for report
<b>ALL MEETINGS</b>	<b>REGULAR ITEMS</b>	<b>(CHIEF EXECUTIVE)</b>
	Minutes of previous meeting  Consideration of the Executive Committee Work Programme  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
	<b>REGULAR ITEMS</b>  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

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	<p><b>REGULAR ITEMS</b></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>
<b>OTHER ITEMS - DATE FIXED</b>		
<b>21st October 2014</b>	Fees and Charges 2015/16 – Pre-Scrutiny	Relevant Lead Head of Service
<b>21st October 2014</b>	Free Swimming - Discussion	Relevant Lead Head of Service
<b>21st October 2014</b>	Future Years Financial Plan 2015/16 – Pre-Scrutiny	Relevant Lead Head of Service
<b>21st October 2014</b>	Overview and Scrutiny - Quarterly Monitoring Update Report	Relevant Lead Head of Service
<b>24th November 2014</b>	Budget Position Update Report	Relevant Lead Head of Service
<b>24th November 2014</b>	Concessionary Bus Travel - Discussion	Relevant Lead Head of Service
<b>24th November 2014</b>	Crime and Disorder Scrutiny Panel Update	Relevant Lead Head of Service

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<b>24th November 2014</b>	Market Task Group – Monitoring Update Report	Relevant Lead Head of Service
<b>24th November 2014</b>	Proposals for Change by Tudor Grange Academy Short, Sharp Review – Final Report	Councillor Witherspoon
<b>13th January 2015</b>	Budget - Scrutiny Update	Relevant Lead Head of Service
<b>13th January 2015</b>	Extensions to Social Housing - Presentation	Relevant Lead Head of Service
<b>13th January 2015</b>	Housing Revenue Account – Pre-Scrutiny	Relevant Lead Head of Service
<b>17th February 2015</b>	The Framework Agreement for the Provision of Debt and Budgeting Advice to be Delivered Within the Locality Areas - presentation	Relevant Lead Head of Service
<b>17th February 2015</b>	Budget Saving Proposals – Review of Executive Committee’s proposals and agreement of any suggestions for Council	Relevant Lead Head of Service
<b>3rd March 2015</b>	Tackling Obesity Task Group – Final Report	Councillor Potter
<b>3rd March 2015</b>	Void Properties - Presentation	Relevant Lead Head of Service
<b>June 2015</b>	Provision of Support Networks for LGBT Community Task Group	Councillor Baker

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<b>OTHER ITEMS – DATE NOT FIXED</b>		
	Abbey Stadium Gym Extension Business Case – Pre-scrutiny	Relevant Lead Head of Service
	Leisure Services Trust Business Case – Pre-Scrutiny (to be undertaken if and when a business case is produced on this subject)	Relevant Lead Head of Service
	Playing Pitch Strategy – Pre-Scrutiny	Relevant Lead Head of Service



### **Update on progress relating to the Tudor Grange Review**

We first met on the 13th August when the remit of the review was clarified. It was agreed that we were not there to judge whether Tudor Grange Academy (TGA) should move from a 3 to 2 tier education system. However we were there to clarify the proposals, the implications for the rest of the Borough and what support could be given to the relevant Ward Councillors and residents.

We agreed to interview expert witnesses. All interviewees had pre-prepared questions but the opportunity was there for more input.

Head of Learning and Achievement John Edwards was interviewed on the 12th September and he was very forthcoming on the process that TGA had adopted. We also met with senior representatives of TGA on 3rd October.

We will be meeting Karen Lumley MP as she has received much correspondence from constituents.

As you are aware there were 100's of signatures on a petition that was organised by Councillor R. Blake who also it is believed attended several school meetings. The school serves most of her ward. We shall therefore interview Cllr Blake.

We are conducting our review in an apolitical manner and making sure that we achieve cross party consensus at meetings, in keeping with good scrutiny. However, we wanted to provide representatives of the other group represented on the Council with a chance to speak on this item. The Redditch Democratic Alliance has therefore been invited to send a representative to attend an interview.

We will be sending a questioner to Councillors in Greenlands, Astwood Bank and Feckenham, Headless Cross and Oakenshaw, Central and West. We have chosen to focus on Councillors representing these wards because children and young people living in these wards are in the catchment area for TGA.

We will also be asking Tudor Grange Academy for a meeting with their School Council or similar.

As this is a short, sharp review it is our intention to report back to the Overview and Scrutiny Committee on 24th November.

Councillor P. Witherspoon (10/10/14)



**Health Overview and Scrutiny Committee (HOSC) 10th Sept. 2014**

Jan Marriott, Malvern Hills District Councillor, was appointed for the second year as Vice- Chair of the Committee.

There was a report about Community Stroke Rehabilitation Services in North Worcestershire. 40% of Stroke patients need ongoing rehab following their discharge from hospital. Currently there are only two at the Princess of Wales Hospital which only offers general rehabilitation. From 1st April eight specialist stroke rehabilitation beds have been formally commissioned from the Health and Social Care Trust in Lickey Ward at the Princess of Wales Community Hospital to serve the North of Worcestershire. Further work will be done before the full service is operational £470,000 has come from Better Care Funding.

Wyre Forest is involved with Worcestershire. Acute Hospital Trust in reviewing Integrated Intermediate Care (The Grange is no longer taking new referrals for day care). Further public consultation is taking place - there is a six month timescale.

Wyre Forest also reported the building of 100 Extra –Care flats.

Pat Witherspoon, Redditch Borough Council's representative on the HOSC.

