



Overview and Scrutiny Committee

Tuesday, 13th January,
2015
7.00 pm

Committee Room Two
Town Hall
Redditch



www.redditchbc.gov.uk

Access to Information - Your Rights

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

Your main rights are set out below:-

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

**If you have any queries on this Agenda or any of the decisions taken or wish to exercise any of the above rights of access to information, please contact
Jess Bayley and Amanda Scarce
Democratic Services Officers**

**Town Hall, Walter Stranz Square, Redditch, B98 8AH
Tel: 01527 64252 (Ext. 3268 / 3267)
e.mail: jess.bayley@bromsgroveandredditch.gov.uk /
a.scarce@bromsgroveandredditch.gov.uk**

Welcome to today's meeting.

Guidance for the Public

Agenda Papers

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

Chair

The Chair is responsible for the proper conduct of the meeting. Generally to one side of the Chair is the 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

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

Special Arrangements

If you have any particular needs, please contact the Democratic Services Officer.

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

Further Information

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

Fire/ Emergency instructions

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

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

Do Not stop to collect personal belongings.

Do Not use lifts.

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

The emergency Assembly Area is on Walter Stranz Square.



Overview and Scrutiny

Committee

Tuesday, 13th January, 2015

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>1. Apologies and named substitutes</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>2. Declarations of interest and of Party Whip</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>3. Minutes (Pages 1 - 14)</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>(No Specific Ward Relevance)</p>
<p>4. 10th November 2014 meeting - Actions (Pages 15 - 38)</p>	<p>To consider additional budgetary information requested during the 10th November 2014 meeting of the Committee.</p> <p>(Reports attached)</p> <p>(No Specific Ward Relevance)</p>
<p>5. Medium Term Financial Plan 2015/16 to 2017/18 - Pre-Scrutiny</p> <p>Jayne Pickering, Executive Director, Finance and Resources</p>	<p>To pre-scrutinise the content of the Medium Term Financial Plan 2015/16 to 2017/18.</p> <p>(Report to follow)</p> <p>All Wards</p>
<p>6. Housing Revenue Account Rent and Capital 2015 - 16 - Pre-Scrutiny</p> <p>Liz Tompkin, Head of Housing</p>	<p>To pre-scrutinise the content of the Housing Revenue Account Rent and Capital 2015 – 16.</p> <p>(Report to follow)</p> <p>All Wards</p>

Overview and Scrutiny

Committee

Tuesday, 13th January, 2015

<p>7. Proposals for Change by Tudor Grange Academy Short, Sharp Review - Response to the Group's Recommendations</p> <p>(Pages 39 - 42)</p>	<p>To consider the responses received from both the Executive Committee and Worcestershire County Council to the Proposals for Change by Tudor Grange Academy Short, Sharp Review's recommendations.</p> <p>(Report attached)</p> <p>(No Specific Ward Relevance)</p>
<p>8. Overview and Scrutiny Recommendation Tracker - Quarterly Update Report</p> <p>(Pages 43 - 80)</p>	<p>To consider a report updating Members on the action taken to implement recommendations made as part of the Overview and Scrutiny process.</p> <p>(Report attached)</p> <p>(No Specific Ward Relevance)</p>
<p>9. Executive Committee Minutes and Scrutiny of the Executive Committee's Work Programme</p> <p>(Pages 81 - 96)</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>All Wards</p>
<p>10. Overview and Scrutiny Work Programme</p> <p>(Pages 97 - 100)</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>11. Task Groups - Progress Reports</p> <p>Councillor David Bush, Councillor Pat Witherspoon, Councillor Jane Potter, Councillor Joe Baker</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> <ol style="list-style-type: none">a) Provision of Support Networks for the LGBT Community Task Group – Chair, Councillor Joe Baker; andb) Tackling Obesity Task Group – Chair, Councillor Jane Potter. <p>(Oral reports)</p> <p>All Wards</p>

Overview and Scrutiny

Committee

Tuesday, 13th January, 2015

<p>12. 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>13. 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

Monday, 10th November,
2014

MINUTES

Present:

Councillor Jane Potter (Chair), Councillor Gay Hopkins (Vice-Chair) and Councillors Joe Baker, Michael Braley, Natalie Brookes, David Bush, Andrew Fry, David Thain and Pat Witherspoon

Also Present:

Councillors Andrew Brazier, Juliet Brunner and Brandon Clayton

Officers:

Ruth Bamford, Ray Cooke, John Godwin, Sue Hanley, Mark Hanwell, Jayne Pickering, Deb Poole, Guy Revans and Dave Wheeler

Democratic Services Officers:

J Bayley and A Scarce

47. APOLOGIES AND NAMED SUBSTITUTES

Apologies for absence were received from Councillors Carole Gandy, Alan Mason and Paul Swansborough with Councillors David Thain, Natalie Brooks and Michael Braley attending as substitutes respectively.

48. DECLARATIONS OF INTEREST AND OF PARTY WHIP

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

49. BUDGET TO STRATEGIC PURPOSES - OVERVIEW

The Chair reminded Members that this evening's meeting had been called to consider the budget and that Members had received additional information, which she had requested.

Officers explained that an enhanced budget was being prepared with all costs linked to the Council's strategic purposes. Savings

.....
Chair

Overview and Scrutiny Committee

Monday, 10th November, 2014

were being looked at across the Council in order for a balanced budget to be achieved, although currently there was a deficit of approximately £1.7m. There was an anticipated saving of £120k to be factored in following the agreement of the Shared Services Board to progress the review of Environmental Services. There were also a number of pieces of work being carried out reviewing enabling services, which it was anticipated would also lead to savings. Officers were not in a position to provide full details of where savings would be made, but preliminary figures were expected to be available in a draft proposal for the Executive Committee in December. The budget figures that had been provided for Members' consideration were those relating to 2014/15 which were also being used as a base for the 2015/16 budget. A balanced budget was due in January/February 2015 and further reports would be brought to the Committee during this period.

Members were advised that a new method had been adopted to presenting budget information for the Committee to consider, in order to enable Members to carry out more detailed scrutiny. The initial report provided the overall net costs against each strategic purpose including enabling services, with the additional papers providing a comparison for services for previous years split into gross expenditure and income. The aim of the report was to enable Members to look at these figures and, if appropriate, pick any areas which they felt warranted further scrutiny in order to achieve savings.

Members commented that whilst they had information for the previous two years and the current year, which showed progress to date, it would have been helpful to have details of all services together with income and government grants, together with a summary sheet containing the overall figures. Officers were also advised that it would have been useful for Members to have received the budget figure together with figures for the actual expenditure to ensure that these were in line.

Members discussed the following areas in detail:

- Advice provided in respect of the strategic purposes “help me be financially independent” and “help me run a successful business”.
- The spike in the payroll figures, which it was believed related to work delivered on behalf of Wyre Forest District Council.
- The ability to provide the detail behind the figures and the role of Internal Audit.

Overview and Scrutiny Committee

Monday, 10th November, 2014

- The provision of a narrative against the higher figures in order for Members to understand the discrepancies when preparing such a report in future years.
- The departure of the Head of Finance and Resources post and the associated redundancy costs.
- The production of the report in the new format, taking account of strategic purposes and the availability of the same data for previous years.
- The revised way in which staff training was recorded, leading to the increase in corporate staff costs that had been recorded under enabling services.
- Details around corporate expenses and administrative buildings.
- Consistent savings on the overall budget of 5% over recent years.
- Details of the breakdown of the Environmental Services budget including the various Cleansing and Waste Collection teams and the forthcoming review of the service and the potential savings.
- An increase in actual expenditure on Civil Parking Enforcement.
- Street lighting and the decision by Worcestershire County Council to turn some lighting off at specific times.
- The Local Development Framework Work and Local Plan including the fees charged by the Inspector.
- Concessionary fares – it was confirmed that there would be an item on the agenda for the meeting on 24th November which would allow Members to scrutinise this area in more detail.

Officers were asked to provide the following additional information as soon as possible:

- “Management – Meetings Rooms”. An explanation of what this title referred to and details of the why there had been a significant increase in the budget, to include details of repairs and maintenance costs.
- A breakdown of all IT licences in place, including costs and where they were being used.
- The Print and Reprographics Unit – an explanation of the large variance from 2012/13 to 2013/14.
- Income received from the installation of solar panels.
- Details of why the overall spend on enabling had increased by almost £600k.
- Budget figures for 2012/13 for comparison purposes, though with the capital finance costs removed, particularly for larger schemes such as the Abbey Stadium.

Overview and Scrutiny Committee

Monday, 10th November, 2014

- Data on how many businesses had been helped, and had asked for help and whether the support provided had been successful, including through the provision of grants.
- Further detail in respect of the reduction in Anti-Social Behaviour costs compared to the increase for Community Safety and whether there was a correlation between these costs.
- Details of all street lighting in Church Hill particularly Sandhurst Close.
- The Housing Options team – how many enquiries the team had dealt with and how effective this work had been.
- Local Development Framework – how much had been spent on consultants for the last two year period and what work this had covered.
- Shopmobility – usage levels (including the locality of users) and costs, together with details of the grant provided by the Kingfisher Centre.
- Dial-a-Ride – a breakdown of costs together with replacement and maintenance costs.

As there was a significant amount of additional information requested by Members it was agreed that no action would be taken on the report at this stage. Officers confirmed that the comments in respect of the reporting mechanism and report format would be taken on board and would inform future budget scrutiny exercises.

The Meeting commenced at 6.30 pm
and closed at 7.28 pm



Overview and Scrutiny Committee

Monday, 24th November,
2014

MINUTES

Present:

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

Also Present:

Councillor Greg Chance, (Portfolio Holder for Planning, Regeneration, Economic Development and Transport).

Mr Stephen Haselden, (Strategic Development Manager, Rotala PLC) and Ms Hayley Russell (Commercial Officer, Rotala PLC).

Officers:

K Dicks, S Singleton and J Willis

Democratic Services Officers:

J Bayley and A Scarce

50. APOLOGIES AND NAMED SUBSTITUTES

Apologies for absence were received from Councillors Carole Gandy and Paul Swansborough with Councillors David Thain and Michael Braley attending as substitutes.

51. DECLARATIONS OF INTEREST AND OF PARTY WHIP

Councillor Andrew Fry declared an other discloseable interest in Minute No.53. Concessionary Bus Travel, due to his personal family connection to the Head of Community Services.

Councillor Jane Potter declared an other discloseable interest in respect of Minute No.55, the Proposals for Change by Tudor

.....
Chair

Overview and Scrutiny Committee

Monday, 24th November, 2014

Grange Academy Short, Sharp Review, Final Report. She left the room and took no part in the discussions in respect of this report.

Councillor David Bush also declared an other discloseable interest in respect of Minute No. 55, as a member of the board of governors at the Walkwood Middle School, part of the pyramid group which would be affected by the changes proposed by Tudor Grange Academy Redditch. He left the room and took no part in the discussions in respect of this report.

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. 55.

52. MINUTES

RESOLVED that

the minutes of the meeting held on 21st October 2014, be confirmed as a correct record and signed by the Chair.

53. CONCESSIONARY BUS TRAVEL - DISCUSSION

The Chair thanked the representatives from Rotala PLC, Mr Stephen Haselden and Ms Hayley Russell, for attending the meeting.

Councillor Greg Chance, Portfolio Holder for Planning, Regeneration, Economic Development and Transport, took Members through the written responses that had been provided to the pre-prepared questions. He highlighted that the scheme was not aimed at retired people but for the benefit of various groups within the community who would need to travel before 9.30 a.m. Mr Haselden reiterated this by stating that the concessionary scheme was not for retired people but for a set age range, many of whom had to access work. Members were also advised that the English National Concessionary Travel Scheme (ENTS) was put in place to ensure that people who could not afford bus travel were still able to do so. The principle of the scheme was that the operator should be no worse or better off if no scheme was in place and calculated on a monthly basis with the operator being re-imbursed. However, it was explained that this was not how the Redditch Borough Council scheme was calculated. Instead a fixed annual rate was identified based on figures from 2011. Mr. Haselden felt that these figures were no longer relevant and as an operator Rotala plc was currently worse off. The figures would need to be revised for the scheme in 2015/16.

Overview and Scrutiny Committee

Monday, 24th November, 2014

The following areas were discussed in more detail:

- The data provided by Worcestershire County Council from the use of SMART ticket machines, how these worked and details of how journeys were recorded manually prior to 9.30 am.
- The number of people using the service in comparison to the number of journeys that were carried out.
- The overall data being provided by Centro (in respect of the concessionary passes). Mr Haselden explained that he had requested more detailed data several times, but had been unsuccessful due to legislation and rules from the Information Commissioner's Office (ICO).
- The types of passes provided and how these were being updated when those in receipt of them re-applied.
- The ENTS scheme being valid after 9.30 a.m. only.
- The benefits of the scheme to those who were eligible to participate.
- The financial cost to the Council and what number of journeys this was based on, together with details of actual journeys carried out and the potential increase in cost for future years.
- A breakdown of the journeys by route. Mr Haselden confirmed that this was provided on a monthly basis and the majority of the routes covered by his company were 51 (1,803 journeys), 57 (2,400 journeys) and 58 (2,377).
- It was confirmed that there was no legal requirement to provide the scheme before 9.30 a.m.

Following detailed discussions a proposal was put forward that the Overview and Scrutiny Committee should recognise the value of pre 9.30 a.m. travel and appreciated Rotala PLC's support for the scheme. However this proposal was not endorsed by the majority of Members.

Whilst it was understood that Rotala PLC had been unable to acquire detailed data from Centro, Members requested that Officers attempt to access detailed information about the number of journeys undertaken by customers using concessionary passes in order for Members to understand better how the scheme was being used and its value.

RESOLVED that Officers request detailed information in respect of pre 9.30 a.m. journeys and the number of concessionary pass holders making the journeys.

Overview and Scrutiny Committee

Monday, 24th November, 2014

54. MARKET SCRUTINY TASK GROUP - MONITORING UPDATE REPORT

Officers were invited to summarise the report, which provided an update to the recommendations that had been agreed following the Redditch Market Review being considered by the Executive Committee on 12th March 2013.

Members were informed that the North Worcestershire Economic Development Unit had commissioned a piece of work from external consultants to advise on what types of markets could realistically be attracted to the North Worcestershire area, together with details of potential income and delivery of such arrangements for the future. The results of this review would be available from 12th December 2014.

It was noted that there had been a large number of recommendations from this scrutiny review. Some of the outstanding recommendations would be addressed within the consultant's report. However, Members were also asked to note that those recommendations which had not been addressed had significant cost implications attached to them. Overall, it was agreed that, considering the number of recommendations that the group had made, a large proportion had been completed and progress had been made.

Members also debated the following areas in detail:

- A new strategy for the market would be developed once the results of the review were known. Members raised concerns around keeping the current market area tidy and the number of parked vehicles including, it was understood, a caravan over the weekend period.
- How to make the area more attractive to customers. New stalls and layout were discussed and it was confirmed that this would be picked up within the consultant's report.
- On going cleanliness and pest control problems. Members discussed whether stall holders could be penalised for not disposing of rubbish appropriately.
- The range of goods sold on the various stalls.
- Whether there was a Market Manager and the times the Officer was available. It was explained that this was covered by a shared service and the Market Manager also managed the market at Bromsgrove.

Following further discussion it was

Overview and Scrutiny Committee

Monday, 24th November, 2014

RESOLVED that

- 1) the Committee receive the consultant's report when available; and
- 2) the update report be noted.

55. PROPOSALS FOR CHANGE BY TUDOR GRANGE ACADEMY SHORT, SHARP REVIEW - FINAL REPORT

Councillor Pat Witherspoon, as the Chair of the Proposals for Change by Tudor Grange Academy Short, Sharp Review presented the group's final report. She provided background information and explained that the purpose of the review had been to gain an understanding of Tudor Grange Academy Redditch's proposal to extend the age range of their pupils and the process they had followed in order to make those changes, together with assessing the potential impact on other schools in the Borough and identifying how to support ward Councillors and residents in contributing effectively to the debate on the subject. Members were reminded that the review had not been tasked with investigating whether a two-tier or a three-tier education system should be in place in the Borough or to draw conclusions around the Academy's proposals.

The group had gathered evidence from a range of sources including representatives from Tudor Grange Academy Redditch, Karen Lumley M.P., Councillor Rebecca Blake (this was due to her involvement in the petition), the Redditch Democratic Alliance and local schools, which had been contacted via a questionnaire. Representatives of the Redditch School Changes Action Group had also been consulted.

The key findings of the review were highlighted:

- Tudor Grange Academy Redditch followed the proper process set out by the Government.
- The process set down by the Government did not address the specific needs of schools and school pyramids in a three-tier education system.
- As a consequence there was uncertainty, confusion and in some cases anger amongst parents about the changes proposed by the school.
- The lead officer for the County Council informed the review that the County lacked the power and resources to undertake a review of the education system in the Borough. Recent legislation had provided academy schools with significant powers and therefore any review conducted by the local

Overview and Scrutiny Committee

Monday, 24th November, 2014

education authority could not make decisions that would be binding for academy schools.

- Poor communications by both the school and the County Council had compounded the confusion amongst parents.
- The group had attempted to consult with Councillors from the wards within the catchment area for Tudor Grange Academy. Members had been disappointed to only receive completed questionnaires from Councillors Baker and Potter, although it was acknowledged that evidence had been received from Councillors Blake and Braley in a different form. The group requested that in future group leaders be urged to encourage their members to respond when consulted by a scrutiny Task Group.

Councillor Witherspoon went on to provide some local context together with information in respect of the process which had been followed and highlighted that Tudor Grange Academy Redditch had followed the correct process and had gone beyond what was required by providing a business plan. The final decision about the school's proposals would be made by the Regional Schools Commissioner for the West Midlands in consultation with the Education Funding Agency (EFA). It had also been noted that when questions were raised by Karen Lumley in Parliament the Department of Education had confirmed that they did not hold records for three-tier education systems throughout England, although they had advised that there were 190 middle schools in total.

Councillor Witherspoon thanked the other Members of the review for the work they had carried out and also Jess Bayley, Democratic Services Officer for her support in carrying out a very thorough and informative review.

The Committee added its thanks and commented on how professionally the review had been handled and for producing an excellent and detailed report.

RECOMMENDED to the Executive Committee that

- 1) The Chief Executive of Redditch Borough Council writes to the Secretary of State for Education, the Right Honourable Nicky Morgan PM, and the Minister of State for Schools, the Right Honourable David Laws MP, to request that specific guidance be issued to schools about changing the age range of their pupils in a three tier education system. This guidance should address the process that must be followed in cases where a school unilaterally decides to make**

Overview and Scrutiny Committee

Monday, 24th November, 2014

changes that will impact on other schools in the local authority area and/or within a school pyramid.

RECOMMENDED to Worcestershire County Council that

- 2) Worcestershire County Council consult with Borough Councillors alongside County Councillors when commissioning educational services (within the remit of the Head of Learning and Achievement); and**
- 3) Worcestershire County Council, as the local education authority, should produce written guides about the education system and the process that needs to be followed when changes are made to schools. These guides should be produced in plain English and should be made available for parents and other interested stakeholders to access.**

(Prior to consideration of the final report Councillor Potter declared an other disclosable interest in the subject as a school governor at Tudor Grange Academy. Councillor Bush also declared an other disclosable interest in this update as a school governor at Walkwood Middle School, part of the pyramid group which would be affected by the changes proposed by Tudor Grange Academy Redditch. They both left the room during consideration of this update and did not take part in the discussions.)

56. CRIME AND DISORDER SCRUTINY PANEL - UPDATE REPORT

The Chair explained that two areas had been discussed during the most recent meeting of the Crime and Disorder Scrutiny Panel and these were summarised in the update attached to the agenda.

Members discussed the update in detail and raised the following points:

- The Diamond Club for Black and other Minority Ethnic Communities. Councillor Witherspoon had recently attended an event where women from these groups had raised concerns that there was no support for those who suffered domestic violence. Officers agreed to request further details and provide these to Members.
- The number of women murdered each month by partners and how the agencies could work together to protect vulnerable women.
- The number of new clients attending the West Mercia Rape and Sexual Abuse Support Unit.

Overview and Scrutiny Committee

Monday, 24th November, 2014

- The number of men suffering domestic violence.
- The role of the Police in addressing domestic violence.
- Support provided for the LGBT Community within the Borough. It was noted that the groups listed were not specific to Redditch but county based.
- It was understood the Redditch night club which had provided an event for the LGBT community in previous years had ceased to do so.
- The Stonewall group and the information they provided for schools and youth clubs.
- A number of other youth clubs had struggled due to lack of funding and Members encouraged them to apply through the Grants Panel as it was understood that a further funding round would be held in the New Year and that funds were available.

RESOLVED that

the minutes from the Crime and Disorder Scrutiny Panel meeting held on 29th October 2014 be circulated to Members of the Overview and Scrutiny Committee.

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

Officers highlighted the Executive Committee's comments in respect of three recommendations which had been put forward by the Committee. The Committee had requested, following consideration of the Fees and Charges report, that the rate for junior swimming lessons should not be the subject of an increase; this had been rejected by the Executive Committee. At the Committee's meeting on 2nd September Members had requested that the minutes of the Redditch Partnership Executive Group and the Redditch Community Wellbeing Trust be appended to the Council agenda. This proposal had also been rejected. However it was noted that instead the Executive Committee had agreed that the minutes should be publicised on the modern.gov system and the first minutes from the Executive Group had recently been published in this manner. Members were also informed that in respect of the recommendation from the Worcestershire Regulatory Services Joint Scrutiny Task Group, which had been approved by the Worcestershire Shared Services Joint Committee and which related to the lessons learned from the WRS shared service experience, had been approved by the Executive Committee.

Following further discussion it was

RESOLVED that

Overview and Scrutiny Committee

Monday, 24th November, 2014

the minutes of the Executive Committee held on 28th October and the latest edition of the Executive Committee's Work Programme be noted.

58. OVERVIEW AND SCRUTINY WORK PROGRAMME

Members considered the Overview and Scrutiny Committee's Work Programme.

RESOLVED that

the Committee's Work Programme be noted.

59. TASK GROUPS - PROGRESS REPORTS

Councillor Potter informed Members that since the last Committee meeting the group had studied a range of literature (including the Worcestershire Obesity Plan) and interviewed the Health Improvement Co-ordinator, the Head of Leisure and Cultural Services and the Sports and Physical Activity Development Manager. The group were also planning on interviewing representatives from the public health team at Worcestershire County Council and a member of the Redditch and Bromsgrove Clinical Commissioning Group (CCG). For their final meeting they were hoping to interview the Chief Executive and the Leader of the Council.

It was clear from the work of the group so far that there was an abundance of support available but the challenge was how to encourage people to take advantage of that support.

Members commented that at the last buffet held at the Town Hall there had been a limited selection of food and no salad or fresh fruit included within it and suggested that perhaps the Council could lead by example and include these in the future.

RESOLVED that

the update report be noted.

60. HEALTH OVERVIEW AND SCRUTINY COMMITTEE

Councillor Pat Witherspoon, the Council's representative on the Worcestershire Health Overview and Scrutiny Committee (HOSC), provided Members with an update following the most recent meeting that she had attended. Councillor Witherspoon explained

Overview and Scrutiny Committee

Monday, 24th November, 2014

that a copy of a presentation had been included within the agenda as this had been the main area of discussion at the HOSC meeting.

The presentation covered the proposed changes to some services at the Alexandra, Worcestershire Royal and Kidderminster Hospitals. Members were also informed that this presentation was due to be delivered at a meeting of the Community Wellbeing Trust at the Ecumenical Centre. This was the first time that the actual proposals for what the services could look like had been put forward before it was put out to final consultation, which was not expected until the spring/summer of 2015.

There had also been a meeting with the University Hospital Birmingham (UHB) who had informed HOSC that they had not been involved in any discussion with regard to the service review. UHB had also confirmed that they were currently not taking any further patients from Worcestershire. There had been a 56% increase in patients from Worcestershire and they were at their full capacity and were therefore unable to take any further patients. They were already treating 61 patients and would continue to do so. UHB had acknowledged that they understood why people preferred to use the services as the Queen Elizabeth Hospital was both nearer to Redditch and considered a centre of excellence. There were concerns around the border between Birmingham and Worcestershire. Whilst patients were given the option to choose where they wished to be treated if the hospital chosen could evidence that they did not have the capacity to take that patient then they were able to refuse to treat them.

Officers commented that further information had been released that day confirming that the consultation would not begin until spring/summer 2015. Approximately 50 workshops would be held with groups of people that would be most affected by the changes. There would also be a Transport Sub Group which will look at how patients could get to and from the hospitals.

RESOLVED that

the Chief Executive provided the additional information to Officers for circulation to Members.

Overview and Scrutiny Committee Action List: Actions Arising from the 10th November 2014 meeting of the Committee

Action Requested	Date originally circulated for Members' consideration	Response
Further information was requested about the figures referred to in the Committee papers relating to the management of meeting rooms and an explanation as to why there had been a significant increase in the budget for this purpose. Officers were also asked to provide details about repairs and maintenance costs in the feedback.	05/01/15 in the agenda pack.	The Management Meeting Rooms refers to the staffing costs that as associated with our landlord responsibilities for all meeting rooms including; Batchley, Winyates etc. These are caretaking and landlord related cleaning costs. Since 2013 the budgets have been adjusted to show the staffing costs against the management of the meeting rooms rather than against the individual property units. The budgets for the community rooms have reduced accordingly.
A breakdown of all IT licenses used by the Council, including costs and where these were used, was requested.	29/12/14 by email.	<p>The attached two files (appendices 1 and 2) are an extract from the Redditch Borough Council Cedar Finance system for 2013 as this is the last full financial year data that we have and covers the cost for licenses and maintenance as these two items are usually linked when purchasing or supporting technical systems.</p> <p>It does not include items that are purchased via the Agresso system and are then split separately so for example 'Xpress' is used for elections but is not shown as it will appear as a recharge as either the whole delivery of the ICT shared service or directly as a percentage share of the two Councils.</p> <p>It is worth Members noting that a single finance system will make the breakdown of data much easier in future as currently some costs are held in the Agresso Finance system at Bromsgrove District Council and are calculated as part of the single recharge."</p>
Members requested an explanation for the large variance for the figures provided for Print and Reprographics from 2012/13 to 2013/14.	17/11/14 by email.	Officers have confirmed that this variance in costs occurred due to a service review being completed during this period. As a result of this review the structure of the team changed and savings were achieved.

Further information about the income that had been received from solar panels was requested.	05/01/15 in the agenda pack.	<p>Income of approx. £28,000 per annum paid into :</p> <ul style="list-style-type: none"> • Crematorium (currently used to pay off Salix loan for installation) • Town Hall (currently used to pay off Salix loan) • Palace Theatre (currently used to pay off Salix loan) • All Sheltered schemes (includes Auxerre House, Beoley Road, Bredon House, Downsell House, Gorsey Close, Keats House, Retreat Street, Arthur Jobson House, Chiltern House, Harry Taylor House, Ibstock House, Malvern House, Mendip House and St. David’s House) 		
Members asked for further information about why the overall spend on enabling services had increased by almost £600,000 between 2012/13 and 2014/15.	05/01/15 in the agenda pack.	The difference of £600,000 represents the difference between the actual position for 2013/14 and the budget for 2014/15. The underspend in 2013/14 was due to a number of factors including vacancies, unidentified savings that had to be delivered during the year and additional income received in services. An exercise has been undertaken to ensure that all recurring savings can be removed from future budgets in both 2014/15 and 2015/16.		
The Committee requested that the budget figures for 2013/14 be provided for comparative purposes (though with the capital costs removed) in future budget scrutiny reports.	05/01/15 in the agenda pack.	These are attached at Appendix 3.		
Further information was requested about how many businesses had been helped and had asked for help from the Council and whether the assistance provided had been successful, including through the provision of support grants. (This matter was discussed whilst considering the Strategic Purpose “help me run a successful business”).	01/12/14 by email.	<p>Our main programme of support for new and growing businesses is Enterprising Worcestershire. The figures below are for the life of the programme, (i.e. April 2013 – to date). An “assist” is at least 12 hours of support from a business advisor. In addition to this figure there will be those that have enrolled on the scheme but not yet completed 12 hours (the enrolled figure includes those that have received at least 12 hours support).</p> <table border="1" data-bbox="1240 1289 1771 1353"> <tr> <td data-bbox="1240 1289 1675 1353">Start-up Grants</td> <td data-bbox="1675 1289 1771 1353">13</td> </tr> </table>	Start-up Grants	13
Start-up Grants	13			

		<table border="1"> <tr> <td>Start-up Assists</td> <td>46</td> </tr> <tr> <td>Businesses Opened</td> <td>16</td> </tr> <tr> <td>Growth Grants</td> <td>17</td> </tr> <tr> <td>Growth Assists</td> <td>39</td> </tr> <tr> <td>Referrals onto the Programme</td> <td>229</td> </tr> <tr> <td>Enrolments onto the Programme</td> <td>130</td> </tr> </table>	Start-up Assists	46	Businesses Opened	16	Growth Grants	17	Growth Assists	39	Referrals onto the Programme	229	Enrolments onto the Programme	130	<p>Redditch Borough Council has contributed £36,490.50 to the Enterprising Worcestershire Programme. The value of support received is £156,394; the difference being contributions from Worcestershire County Council and the European Regional Development Fund.</p> <p>In addition to Enterprising Worcestershire, we are also a delivery partner to the Business Development Programme. Our contribution is officer time and from this programme 6 Redditch businesses have received grants.</p>
Start-up Assists	46														
Businesses Opened	16														
Growth Grants	17														
Growth Assists	39														
Referrals onto the Programme	229														
Enrolments onto the Programme	130														
<p>The Committee asked Officers to provide an explanation for the reduction in Anti-Social Behaviour costs at a time when costs for Community Safety were increasing and whether there was a correlation between these two developments.</p>	<p>21/11/14 by email.</p>		<p>The reduction in the ASB budget reflects the reduction of the number of post holders within the service. In 2012 there was a Manager, 4 ASB Officers and 1 ASB Assistant, this reduced during 2013 and 2014 to a Manager and 3 ASB Officers, this was due to the approval of a voluntary redundancy and a post holder leaving the authority. In addition from 2013 onwards the ASB Officers were transferred to become Locality Officers (with an ASB Specialism) as part of the Housing Locality Transformation Trial.</p>												

		<p>In respect of Community Safety, there was historically a Community Safety budget and a separate Community Cohesion budget. These two budgets were merged during 2013/14, however, the community cohesion budget was not shown in the budget report presented to Overview and Scrutiny. Consequently the report looked like there had been a reduction in funding, whereas the overall budget has remained at £92,000 for the last three years.</p> <p>Therefore there is no correlation between the reduction in ASB costs and the increase in the Community Safety costs.</p>
Details of all street lighting in Church Hill, particularly in Sandhurst Close, was requested by Councillor Baker.	26/11/14 directly by email to Cllr Baker from the service Officer.	A plan of street lighting has been emailed to Councillor Baker. However, this contains confidential information. A copy of this plan can be provided to Members on request.
Members asked for further information about the number of enquiries that had been dealt with by the Housing Options Team and how effective this work had been.	Not yet available.	This information had not been provided by the date of publication.
The Committee asked for clarification regarding expenditure on consultants over the past two years for work on the Local Development Framework and the work that had been covered by the consultants.	18/11/14 by email.	<p>For the Local Development Framework - In the 2013/14 financial year the total consultancy spends was £11,400.30 and for this financial year is currently £3,447.71 (as of 18/11/14). This will increase during this financial year.</p> <p>This makes a total over the past two years of £14,848.01 on consultancy spending.</p> <p>A breakdown of the spending is provided in confidential appendix 4.</p>
Further information about usage levels for Shopmobility, costs and the grant provided by the Kingfisher Shopping Centre was requested.	12/12/14 by email.	The usage levels for 2013/14 were 15,826 visits. The locality of Shopmobility users has not historically been collected in a report format. However, this information (contained in Appendix 5) was recorded as a snap shot for a month in April/May of this year. This information includes data on whether equipment was pre-booked, and the time the

		equipment was used. The cost of the Shopmobility service in 2014/15 is projected at £62,870. This takes into account the Kingfisher Shopping Centre grant of £30,000 per annum and a projection of £10,000 that will be received from user donations during the financial year.
A breakdown of the costs, including replacement and maintenance costs, for the Dial a Ride Service was requested.	12/12/14 by email.	<p>The breakdown is attached at Appendix 6 and includes maintenance costs.</p> <p>In respect of replacement costs, it is estimated that a vehicle will have a 7 year life, consequently there is no vehicle within the fleet that will require replacement within the next 4 years. At this time the vehicle replacement will feature within the Environmental Services vehicle replacement programme.</p>

TRANSACTIONS

Benefits

CC	Account	Account Name	Entry Date	Actual	Description
0106	4501	Software Licences	10/04/13	4,173.44	Intec Public Sector
0106	4501	Software Licences	19/04/13	12,500.00	Welfare Assist Year1, Traini
0106	4501	Software Licences	25/04/13	404.58	Work Licences
0106	4501	Software Licences	09/05/13	807.53	Cache Management
0106	4501	Software Licences	14/05/13	4,388.88	Annual License
0106	4501	Software Licences	12/06/13	775.00	Annual Subscription
0106	4501	Software Licences	09/07/13	1,326.83	Annual Renewal
0106	4501	Software Licences	09/07/13	890.00	Otech Ltd
0106	4501	Software Licences	11/09/13	850.00	Welfare Assistance
0106	4501	Software Licences	19/03/14	9,000.00	Welfare Assistance
0106	4501	Software Licences	19/03/14	720.00	24 Management Hours
0106	4501	Software Licences	24/03/14	4,331.84	Intec Public Sector
				40,168.10	

Finance

CC	Account	Account Name	Entry Date	Actual	Description
0103	4501	Software Licences	20/11/13	15,000.00	60 Licences
0103	4501	Software Licences	16/01/14	1,803.76	Ann Support
0103	4501	Software Licences	06/03/14	3,000.00	Ann Support & Maint
				19,803.76	

Income & Recovery Rbc

CC	Account	Account Name	Entry Date	Actual	Description
0191	4501	Software Licences	15/11/13	2,970.00	Recharge Vodafone Inv
				2,970.00	

Local Taxation

CC	Account	Account Name	Entry Date	Actual	Description
0107	4501	Software Licences	09/07/13	686.29	Annual Renewal

0107	4501	Software Licences	15/11/13	8,070.00	Recharge Vodafone Inv
				8,756.29	

TRANSACTIONS

Benefits

CC	Account	Account Name	Entry Date	Actual	Description
0106	4503	Software Maintenance	18/04/13	1,750.00	2 X Subsidy Consultancy Days
0106	4503	Software Maintenance	30/04/13	262.20	Travel And Expenses
0106	4503	Software Maintenance	20/06/13	176.00	Expenses
0106	4503	Software Maintenance	10/09/13	406.95	Ibs Integration Module
0106	4503	Software Maintenance	02/01/14	22,000.00	On Stream Licence
0106	4503	Software Maintenance	08/01/14	351.23	Ptc Batch Scheduler
0106	4503	Software Maintenance	19/03/14	20,550.00	Support & Maint
				45,496.38	

Council Tax

CC	Account	Account Name	Entry Date	Actual	Description
0633	4503	Software Maintenance	07/05/13	516.50	Licence June13-May14
0633	4503	Software Maintenance	10/09/13	406.94	Ibs Integration Module
0633	4503	Software Maintenance	08/01/14	351.24	Ptc Batch Scheduler
0633	4503	Software Maintenance	26/02/14	625.00	New Burdens
0633	4503	Software Maintenance	19/03/14	3,500.00	Retail Relief
				5,399.68	

Customer Service Centres

CC	Account	Account Name	Entry Date	Actual	Description
0124	4503	Software Maintenance	24/07/13	1,322.12	Indexation
0124	4503	Software Maintenance	22/08/13	1,670.97	Indexation Uplift For Prev Yea
0124	4503	Software Maintenance	10/09/13	2,065.36	Paris Cr Tp Efi Im
0124	4503	Software Maintenance	21/11/13	1,464.61	Paris Pp Ws
0124	4503	Software Maintenance	21/11/13	732.30	Paris Net Internet Payments
0124	4503	Software Maintenance	21/11/13	2,571.32	Paris System
				9,826.68	

Development Management

CC	Account	Account Name	Entry Date	Actual	Description
0172	4503	Software Maintenance	24/07/13	2,000.00	Reimbursement
				2,000.00	

Human Resources

CC	Account	Account Name	Entry Date	Actual	Description
0141	4503	Software Maintenance	08/01/14	351.23	Ptc Batch Scheduler
0141	4503	Software Maintenance	22/01/14	10,231.66	Annual Maintenance
				10,582.89	

Income & Recovery Rbc

CC	Account	Account Name	Entry Date	Actual	Description
0191	4503	Software Maintenance	20/06/13	2,827.13	Maintenance
0191	4503	Software Maintenance	05/03/14	638.20	Sundry Debtors
				3,465.33	

It Licences Direct Services

CC	Account	Account Name	Entry Date	Actual	Description
0130	4503	Software Maintenance	11/04/13	5,827.14	Annual Support
0130	4503	Software Maintenance	19/04/13	36,051.25	Benefits
0130	4503	Software Maintenance	06/06/13	4,192.37	Annual Support
0130	4503	Software Maintenance	06/06/13	6,921.18	Env Health Fee
0130	4503	Software Maintenance	26/06/13	2,093.33	Annual Support
0130	4503	Software Maintenance	28/08/13	20,000.00	Bromsgrove District Council
0130	4503	Software Maintenance	10/09/13	7,010.04	Eanalyser Licence
0130	4503	Software Maintenance	10/09/13	6,474.33	Indexation For Previous Year
0130	4503	Software Maintenance	03/12/13	1,588.25	Annual Support
0130	4503	Software Maintenance	06/03/14	48,505.55	Managed Service
0130	4503	Software Maintenance	30/03/14	25,582.38	Software Maint
				164,245.82	

It Services

CC	Account	Account Name	Entry Date	Actual	Description
----	---------	--------------	------------	--------	-------------

0127	4503	Software Maintenance	15/08/13	870.83	Q-Matic Recharge
				870.83	

L'Scape & Cntryside/Waste Mngt

CC	Account	Account Name	Entry Date	Actual	Description
0151	4503	Software Maintenance	21/11/13	662.88	Dtf Loader To Caps
0151	4503	Software Maintenance	21/11/13	16,632.46	Support & Maintenance Variou
				17,295.34	

Nndr

CC	Account	Account Name	Entry Date	Actual	Description
0637	4503	Software Maintenance	10/09/13	406.94	Ibs Integration Module
0637	4503	Software Maintenance	08/01/14	351.24	Ptc Batch Scheduler
0637	4503	Software Maintenance	26/02/14	3,445.00	New Burdens
0637	4503	Software Maintenance	19/03/14	6,150.00	Retail Releif
				10,353.18	

Payroll

CC	Account	Account Name	Entry Date	Actual	Description
0137	4503	Software Maintenance	30/04/13	932.80	Training
0137	4503	Software Maintenance	30/04/13	932.80	Chris21 Training 5/2/13
0137	4503	Software Maintenance	22/01/14	10,231.66	Annual Maintenance
				12,097.26	

Policy And Management

CC	Account	Account Name	Entry Date	Actual	Description
0568	4503	Software Maintenance	06/06/13	950.00	Creation Of Dictionary
0568	4503	Software Maintenance	30/01/14	235.00	Civica Uk Limited
0568	4503	Software Maintenance	19/03/14	8,300.00	Support & Maint
				9,485.00	

Enabling

	Description	Budget 2012/13	Actual 2012/13	Variance 2012/13
		£	£	£
0077	Management - Meeting Rooms	38,830	48,894	10,064
0100	Chief Executive	90,180	80,326	-9,854
0101	Legal Services	330,630	280,976	-49,654
0102	Corp Strat	81,340	73,936	-7,404
0103	Finance	470,370	497,609	27,239
0104	Payments	70,310	79,810	9,500
0108	Audit Services	108,710	105,690	-3,020
0110	Members & Committee Services	225,620	192,539	-33,081
0111	Electoral Services	51,940	60,184	8,244
0112	Head Of Legal, Equal & Dem Ser	48,320	47,434	-886
0113	Head Of Finance & Resources	46,880	48,404	1,524
0114	P A & Directorate Support	185,830	175,279	-10,551
0115	Executive Director Lec	62,330	64,432	2,102
0116	Business Transform'N Costs	48,000	75,367	27,367
0118	New Print Facilities	147,000	143,508	-3,492
0122	Central Switchboard	59,740	72,134	12,394
0123	Leisure & Cultural Management	67,610	64,358	-3,252
0124	Customer Service Centres	671,000	581,020	-89,980
0125	Print & Reprographic Unit	127,910	169,650	41,740
0127	It Services	602,580	641,331	38,751
0128	Head Of Business Transformatio	48,330	46,825	-1,505
0129	Head Of Leisure & Cultural Ser	48,350	47,663	-687
0130	It Licences Direct Services	137,300	150,719	13,419
0131	Executive Director F&R	58,390	57,125	-1,265
0136	Communications	52,650	51,204	-1,446
0137	Payroll	63,190	77,144	13,954
0138	Head Of Planning & Regeneratio	47,530	48,318	788
0139	Head Of Customer Services	39,820	38,851	-969
0140	Executive Director Prrh	56,750	58,276	1,526
0141	Human Resources	351,190	403,040	51,850
0143	Environmental Serv Management	116,950	89,100	-27,850
0144	Head Of Community Services	47,870	59,375	11,505
0149	Head Of Environmental Ser	48,250	48,297	47
0181	Asset Maintenance	139,120	131,925	-7,195
0186	Public Buildings	144,570	144,274	-296
0191	Income & Recovery Rbc	184,620	151,935	-32,685
0196	Administrative Buildings	878,220	823,523	-54,697
0199	Caretakers	52,450	43,628	-8,822
0200	Post Room/Messenger Service	100,890	96,959	-3,931
0201	Inland Revenue Offices	-18,000	-18,000	0
0253	Business Dev Manager	90,960	85,378	-5,582
0419	Redditch Partnership (Was 0421	42,440	40,643	-1,797
0440	Cleaners Oncost	113,900	95,630	-18,270
0442	Surplus Property (Redi)	0	24,900	24,900
0464	In Curtilage Car Parking	10,000	4,000	-6,000
0601	Local Democracy Week	1,000	546	-454
0602	Corporate Traineeships	21,020	11,802	-9,218
0603	Corporate Staff Costs	213,640	62,504	-151,136
0605	Democratic Rep & Man	5,500	706	-4,794
0606	Corporate Expenses	146,500	1,066,139	919,639
0607	Corporate Activities	1,500	3,616	2,116

0610	Procurement	41,130	42,603	1,473
0624	Corporate Subscriptions	21,550	30,855	8,645
0626	Register Of Electors	57,220	34,572	-22,648
0627	Election	76,000	84,698	8,698
0628	Members Services	172,890	139,049	-33,841
0629	Civic Expenses	10,220	10,776	556
0639	Civil Emergency Planning	15,800	17,922	2,122
0710	Climate Change	28,830	32,843	4,013
0711	Energy Conservation	11,280	10,725	-555
0790	Stores Oncost Account	306,050	352,559	46,509
0799	Pooled Vehicles	24,200	16,688	-7,512
0899	Early Help Support		2,831	2,831
0901	Insurance Premiums	565,060	571,860	6,800
		8,110,260	8,796,238	685,978

	Description	Budget 2012/13	Actual 2012/13	Variance 2012/13
		£	£	£
0001	Abbey Stadium	61,450	119,341	57,891
0004	Abbey Resaleable Equipment	-150	-1,080	-930
0007	Reddicard	-22,650	-22,452	198
0008	Arrow Valley C'Side Centre	3,500	19,174	15,674
0010	Stitch Meadows	-10,000	-3,130	6,870
0011	Redditch Leisure Events	64,290	42,086	-22,204
0015	Pitcheroak Golf Course	27,310	45,128	17,818
0021	Arrow Vale Sports Centre	15,590	89,255	73,665
0022	A/Vale Resaleable Equipment	-150	0	150
0023	Arrow Vale Fitness Suite	-6,180	-32,860	-26,680
0025	Kingsley Sports Centre	97,850	112,224	14,374
0026	Kingsley Resaleable Equipment	-100	-859	-759
0030	Playing Fields/Changing Rooms	86,700	106,101	19,401
0031	Play Areas	97,140	85,702	-11,438
0040	Arts Project	13,220	8,437	-4,784
0041	Palace Theatre	295,620	249,498	-46,122
0042	Palace Theatre Bar	-41,250	-34,185	7,065
0043	Youth Theatre	17,460	15,192	-2,268
0050	Rbc Sports Development	45,015	-50,595	-95,610
0060	Forge Mill Museum	142,874	153,081	10,207
0063	Forge Mill Museum Shop	-6,760	-5,074	1,686
0064	Bordesley Meadows	9,800	11,181	1,381
0065	Forge Mill Events	3,500	2,362	-1,138
0066	Needles Coffee Bar	-500	-1,800	-1,300
0071	Batchley C C	22,550	19,628	-2,922
0072	Hawthorn Rd C C	-4,510	-4,195	315
0073	Winyates Barn M R	14,580	16,932	2,352
0074	Matchborough East M R	16,040	16,356	316
0076	Salop Road M R	250	330	80
0078	Woodrow M R	5,770	5,122	-648
0079	Oakenshaw M R	13,590	18,701	5,111
0080	Windmill M R	11,890	10,395	-1,495
0081	Matchborough West M R	110	2,313	2,203
0082	Winyates Green M R	5,760	6,419	659
0083	Church Hill C C	-23,070	-4,637	18,433
0084	Bryant Place	-750	5,911	6,661
0089	Learning Online	12,810	35,637	22,827
0255	Sports Services Manager	34,010	47,394	13,384
0256	Cultural Services Manager	38,940	52,080	13,140
0274	Sports Dev Management	71,430	89,209	17,779
0275	Arts & Events Management	49,970	50,164	194
0276	Parks & Green Spaces M'Ment	58,110	56,292	-1,818
0467	Rbc Christmas Lights	22,000	26,369	4,369
0468	Non Adopted H'Ways Inspection	75,000	72,618	-2,382
0469	Street Lighting	6,080	2,212	-3,868
0470	Civil Parking Enforcement	-21,600	14,619	36,219
0472	Pay & Display Car Parks	490	3,021	2,531
0499	Cctv Operating Costs	229,850	235,498	5,648
0623	Civic Suite	5,070	5,301	231
0704	Allotments	1,150	-3,411	-4,561

	Description	Budget 2012/13	Actual 2012/13	Variance 2012/13
		£	£	£
0106	Benefits	736,670	694,865	-41,805
0107	Local Taxation	310,740	337,236	26,496
0148	Building Control	162,550	169,421	6,871
0405	Non Hra Rent Rebates	13,500	21,741	8,241
0406	Rent Allowances	-261,530	-298,951	-37,421
0421	Areas Of Highest Need	153,310	28,210	-125,100
0483	Lifeline - Support	-79,120	-46,041	33,079
0633	Council Tax	-163,340	-108,067	55,273
0703	Care & Repair	49,000	40,545	-8,455
0705	Shopmobility Gen. Running Costs	85,080	71,428	-13,652
0706	Concessionary Fares	43,000	16,865	-26,135
0707	Dial-A-Ride	187,990	175,749	-12,241
		1,237,850	1,103,001	-134,849

**Help Me Run a Successful
Business**

	Description	Budget 2012/13	Actual 2012/13	Variance 2012/13
		£	£	£
0090	Economic Development	132,530	135,449	2,919
0183	Estates Unit	201,070	190,297	-10,773
0428	Asset Disposal	18,300	15,923	-2,377
0430	M'Ment Of Investment Props	-1,520	-3,730	-2,210
0431	Investment Properties	-93,890	-1,054,621	-960,731
0432	Business Centres	-13,050	48,163	61,213
0435	Comm. Related Asset Property	-419,320	-342,703	76,617
0436	Former Market	12,000	692	-11,308
0437	Market	-37,400	-30,079	7,321
0438	Illuminated Signs	0	-1,300	-1,300
0631	Grants To Vol Sector	286,260	245,008	-41,252
0735	Regulatory Payments	603,800	583,343	-20,457
0736	Health Administration	-17,500	-10,798	6,702
0741	Licensing	-45,960	-46,056	-96
0742	Hac Car & Pri Hir Veh General	-126,510	-137,582	-11,072
		498,810	-407,995	-906,805

	Description	Budget 2012/13	Actual 2012/13	Variance 2012/13
		£	£	£
0151	L'Scape & Cntryside/Waste Mngt	633,710	631,796	-1,914
0156	Cleansing Team	807,810	871,842	64,032
0158	Underpass Maint Operative	1,480	-4,819	-6,299
0160	L'Scape & Countryside	46,620	36,543	-10,077
0166	Landscape Team Was (South W)	1,218,700	1,211,577	-7,123
0170	Landscape Team - Cemeteries	69,990	75,765	5,775
0171	Engineering And Design	88,800	69,680	-19,120
0172	Development Management	332,140	330,040	-2,100
0173	Development Plans	223,940	185,079	-38,861
0460	Land Drainage	128,620	193,109	64,489
0462	Bus Shelters General	12,060	18,991	6,931
0466	Street Naming And Numbering	12,000	10,600	-1,400
0718	Waste Collection Team	923,740	1,133,044	209,304
0719	Recycling		17,113	17,113
0720	Waste Collection General	10,430	11,187	757
0721	Street Cleans General	1,123,540	886,643	-236,897
0722	Abandoned Vehicles	-1,320	-1,742	-422
0732	Enforcement Officers	89,870	63,391	-26,479
0739	Travellers & Unauth Campers	14,090	4,571	-9,519
0748	Rbc Bereavement Services	-358,960	-332,587	26,373
0772	Grazing Project	9,890	15,637	5,747
0773	Pks Open Space & Leisure Netwk	702,320	507,737	-194,583
0774	L'Scape & Countryside Maint	-68,430	-69,046	-616
0775	Ex-Housing Landscape Costs	275,630	200,987	-74,643
0780	Anti-Social Behaviour	205,680	236,097	30,417
0781	Community Safety	72,280	72,381	101
		6,574,630	6,375,615	-199,015

**Help me Find Somewhere To Live
In My Locality**

	Description	Budget 2012/13	Actual 2012/13	Variance 2012/13
		£	£	£
0184	Head Of Housing Services	92,870	89,673	-3,197
0190	Hsg Options	403,590	462,367	58,777
0410	Homelessness Grant	12,030	23,785	11,755
0411	Bed And Breakfast Payments	3,510	1,000	-2,510
0416	Loans To Hsg Assoc	-1,400	-431	969
0418	Leased Dwellings	2,570	1,484	-1,086
0614	Land Charges	-29,130	-52,544	-23,414
0751	Planning Applications	-179,000	-217,857	-38,857
0752	Local Development Framework	19,000	54,115	35,115
0755	Local Plans	4,000	0	-4,000
0760	Building Control Service	-114,200	-102,323	11,878
		213,840	259,269	45,429

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

ANALYSIS OF USER DEMAND

Key: Shopmobility Closed

DATE	BOOKED		BEFORE 12.30 P.M.	AFTER 12.30 P.M.	AFTER 3.00 P.M.	REDDITCH RESIDENT		NEW REGISTRATION	CANCELLATION OF	
	YES	NO				YES	NO		BOOKING	REGISTRATION
Monday, 14th April 2014	29	21	39	8	3	31	19	3	0	0
Tuesday, 15th April 2014	45	13	45	13	0	45	13	0	1	0
Wednesday, 16th April 2014	25	10	27	8	0	31	4	1	4	0
Thursday, 17th April 2014	45	24	45	20	4	50	19	0	3	0
Friday, 18th April 2014	0	0	0	0	0	0	0	0	0	0
Saturday, 19th April 2014	25	9	18	7	0	15	10	0	3	0
Monday, 21st April 2014	0	0	0	0	0	0	0	0	0	0
Tuesday, 22nd April 2014	36	24	45	15	0	41	19	0	3	0
Wednesday, 23rd April 2014	31	11	31	11	0	27	15	1	2	0
Thursday, 24th April 2014	35	19	38	16	0	33	21	1	3	0
Friday, 25th April 2014	43	8	39	12	0	34	17	0	6	0
Saturday, 26th April 2014	29	18	37	7	3	22	25	2	2	0
Monday, 28th April 2014	20	14	22	12	0	23	11	2	3	0
Tuesday, 29th April 2014	49	10	50	9	0	41	18	1	5	0
Wednesday, 30th April 2014	38	14	38	14	0	33	19	1	0	0
Thursday, 1st May 2014	30	11	33	8	0	23	18	3	2	0
Friday, 2nd May 2014	49	11	46	14	0	42	18	3	4	0
Saturday, 3rd May 2014	20	19	27	12	0	24	15	2	1	0
Monday, 5th May 2014	0	0	0	0	0	0	0	0	0	0
Tuesday, 6th May 2014	55	14	51	18	0	45	24	0	3	0
Wednesday, 7th May 2014	40	12	43	9	0	42	10	1	0	0
Thursday, 8th May 2014	30	15	38	5	2	26	19	3	3	0
Friday, 9th May 2014	32	17	40	9	0	39	10	0	5	0
Saturday, 10th May 2014	19	14	27	5	0	15	17	0	2	0
TOTALS	725	308	779	232	12	682	341	24	55	0

Dial a Ride Costs 2014/15

Description	Full Year Budget
Staffing costs	202,570
Materials and consumables	7,100.00
Operational Equip	1,120
Stores Oncost Recharge	7,100.00
Mechanics Recharge	14,000.00
Fuel	31,500.00
Tyres	2,100.00
MOT	420.00
Transport Charge	3,710.00
Motor Insurance	3,150.00
Telephone Rental	1,500.00
Radio Licence	150.00
Capital Charges	21,050.00
Bus Operators Grant and Contract	- 41,810
Fares Income	-54,380.00
Total	199,280.00

REDDITCH BOROUGH COUNCIL**OVERVIEW AND SCRUTINY
COMMITTEE**

13th January 2015

**PROPOSALS FOR CHANGE BY TUDOR GRANGE ACADEMY SHORT, SHARP
REVIEW – RESPONSE TO THE GROUP’S RECOMMENDATIONS**

Relevant Portfolio Holder	Councillor Phil Mould, Portfolio Holder for Leisure and Tourism.
Portfolio Holder Consulted	No, though he did participate in the Executive Committee’s decision about the group’s first recommendation.
Relevant Director	Kevin Dicks, Chief Executive.
Ward(s) Affected	No specific ward relevance.
Non-Key Decision	

1. SUMMARY OF PROPOSALS

This report provides an update on the decisions that have been taken on the recommendations that were made by the Proposals for Change by Tudor Grange Academy Short, Sharp Review.

2. RECOMMENDATIONS

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

3. KEY ISSUES**Background**

- 3.1 The Proposals for Change by Tudor Grange Academy Short Sharp Review was launched in August 2014. The review was undertaken at the agreement of the Overview and Scrutiny Committee in order to address concerns raised by local residents in email correspondence regarding changes that Tudor Grange Academy Redditch proposed to make to the school’s admissions process.
- 3.2 Five Members were appointed to the review; Councillors P Witherspoon (Chair), C Gandy, P Hill, D Thain and N Wood-Ford. The review was completed in November 2014.
- 3.3 At the end of the review Members proposed three recommendations. The first of these recommendations requested that the Chief Executive of Redditch Borough Council write to the Secretary of State for Education and the Minister of State for Schools to request that specific guidance be provided to schools regarding changes to the age range of pupils when operating in a three tier education system. This recommendation was approved by the Council’s Executive Committee on 16th December 2014.

**OVERVIEW AND SCRUTINY
COMMITTEE**13th January 2015

- 3.4 Updates on the progress that is made in implementing this recommendation and any responses received will be provided in the Overview and Scrutiny Quarterly Recommendation Tracker report.
- 3.5 The other two recommendations proposed by the group required action by Worcestershire County Council. The Overview and Scrutiny Committee endorsed both of these recommendations in November 2014 and a copy of the report was subsequently sent to relevant Officers at Worcestershire County Council.
- 3.6 The relevant lead County Council Officer, under delegated powers, has considered the group's proposals and the Officer's decision on the two recommendations is detailed in Appendix 1 to this report.

Financial Implications

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

Legal Implications

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

Service / Operational Implications

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

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.

5. APPENDICES

Appendix 1 – Response from Worcestershire County Council.

AUTHOR OF REPORT

Name: Jess Bayley, Democratic Services Officer
Email: jess.bayley@bromsgroveandredditch.gov.uk
Tel.: (01527) 64252 Ext: 3268

APPENDIX 1**Proposals for Change by Tudor Grange Academy Short, Sharp Review**
Response from Worcestershire County Council

The following information has been received from Worcestershire County Council in response to recommendations 2 and 3 made by the Proposals for Change by Tudor Grange Academy Short, Sharp Review in December 2014.

Recommendation 2: We recommend that Worcestershire County Council should consult with Borough Councillors alongside County Councillors when commissioning educational services (within the remit of the Head of Learning and Achievement).

Response:

Worcestershire County Council is reaching the end of the consultation for the commissioning process that was discussed with the scrutiny group in September 2014. It would be difficult at this late stage to involve Borough Councillors in the consultation process.

However, under the commissioning framework the Council will have a changing relationship with local schools. Worcestershire County Council is keen to explore new opportunities to involve Councillors, including Borough Councillors in Redditch, in this process. Worcestershire County Council recognises that local Councillors have invaluable knowledge about their local communities and can help in developing good working relationships with schools. To ensure that Councillors can make a constructive contribution Worcestershire County Council would be keen to start to engage with local Councillors in the early spring in 2015.

Recommendation 3: Worcestershire County Council, as the local education authority, should produce written guides about the education system and the process that needs to be followed when changes are made to schools. These guides should be produced in plain English and should be made available for parents and other interested stakeholders to access.

Response:

Members are asked to note that written guidance on this subject is already produced by the Department for Education (DfE) and this is available for the public to obtain from the department's website.

There are mixed education systems in Worcestershire. As such, whilst a three-tier education system is in place in the Borough there are many parts of the county where a two-tier system is in operation. Worcestershire County Council needs to be careful to ensure that information provided on the Council's website caters to the needs of all students and parents in the whole of the county.

The Council is currently in the process of meeting with local schools to discuss potential changes to those schools. As part of this process the schools are responsible for liaising with parents and pupils. By producing written guidelines there is a risk that Worcestershire County Council would be duplicating the schools' communications which could lead to some confusion. Therefore, whilst recognising the importance of communications, Officers at Worcestershire County Council would suggest that instead schools should be encouraged to communicate in an effective manner with parents.

**OVERVIEW AND SCRUTINY
COMMITTEE**

13th January 2015

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 the request of the Overview and Scrutiny Committee Members monitor the implementation of scrutiny recommendations on a quarterly basis. The latest update on progress with the implementation of scrutiny recommendations is attached at Appendix 1.
- 3.2 Wherever possible an estimated date for the final implementation of outstanding recommendations has been provided.
- 3.3 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.
- 3.4 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.
- 3.5 The Committee is asked to note that once recommendations have been implemented they will be removed from the tracker, though any updates contained

**OVERVIEW AND SCRUTINY
COMMITTEE**13th January 2015

in previous editions of the report will remain available to view on the Council's website.

Financial Implications

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

Legal Implications

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

Service / Operational Implications

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

Customer / Equalities and Diversity Implications

- 3.9 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 Tracker.

Appendix 2 – Grant Application Form 2015/16 – Help me be Financially Independent.

Appendix 3 – Stronger Communities Grant Application Form

AUTHOR OF REPORT

Name: Jess Bayley, Democratic Services Officer



Email: jess.bayley@bromsgroveandredditch.gov.uk

Tel.: (01527) 64252 Ext: 3268

Appendix 1: Overview and Scrutiny Recommendation Tracker

Project / recommendation and date proposed	Action	Team responsible	Date for completion	Rating	Comments
Access for Disabled People (August 2012)					
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> <p>As of 16th December 2014 Officers were waiting for the Kingfisher Shopping Centre to change the access outside Shopmobility, which had been the subject of the planning application. However, Officers have not been advised when this work is likely to be completed.</p>

Arts and Culture (April 2013)					
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. Property Services are finalising the budget to create the exhibition space at the Palace Theatre, with the work being scheduled for completion by the end of March 2015. The Arts in Redditch (AIR) Network has just finished their second highly successful Pop Up Art Gallery at the Kingfisher Centre from 20th to 30th November 2014, supported by the Arts Development Service. Over 7,000 people visited during this period.
Arts and Culture (April 2013)					
Recommendation 9	The “Creative Redditch” artwork to be used on the next bus shelter to be installed in the town centre.	Community Safety	To be confirmed	☹	There are no plans to install Euroshell type bus shelters that could display the work in town centre at this time. As previously reported to the Committee Officers had explored the option for the creative Redditch artwork to be used on the shutter for the former Poundstretcher unit. However, in December 2014 Officers reported that the prospects for using the Creative Redditch piece at the former PoundStretcher store appeared to be slim.
Landscaping (April 2014)					
Recommendation 4	Data for landscaping cases to be reported per ward area to Members on an annual basis. This will initially be trialled 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.

Landscaping (April 2014)					
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.		<p>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.</p> <p>Officers have further reported that as there is no grant funding available at this stage it is difficult to progress with this proposal.</p>
Landscaping (April 2014)					
Recommendation 7	Officers to investigate how to dispose of logs in a way that would maximise income for the Council.	Environmental Services	Officers are suggesting that no further action should be taken.		<p>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.</p> <p>Officers have further reported that timber sales are continuing of the materials the Council produces. Officers do not feel that processing the timber further is a viable option at this time in view of the volume the Council produces.</p>

Abbey Stadium (June 2014)					
Recommendation 1 Follow –up recommendation (September 2014)	The potential for a trust to manage Council leisure facilities including the Abbey Stadium to be investigated further. 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 a) Therapeutic services b) A sauna/steam room.	Leisure Services Leisure Services	The final quarter of 2014/15 The final quarter of 2014/15	☹️	Officers are expecting to have an initial review completed by the final quarter of 2014/15 and will report back to Members in due course.
Abbey Stadium (June 2014)					
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	The exact date remains to be confirmed and subject to completion of recommendation 1 and the additional recommendation above.	☹️	The Overview and Scrutiny Committee's Work Programme has been amended accordingly.
Abbey Stadium (June 2014)					
Recommendation 6	Retail offers and marketing displays at the Abbey Stadium to be expanded.	Leisure Services	Completed	😊	The displays are now in situ at the Abbey Stadium.

Voluntary and Community Sector (July 2014)					
Recommendation 1c	The template for the Council's grants application form to be reviewed.	Community Services	Completed	☺	This has been updated for 2014/15 grants programme. The process will be on going as Officers are always looking to make improvements. Copies of the blank templates for the main and smaller grants are attached at appendices 2 and 3.
Voluntary and Community Sector (July 2014)					
Recommendation 1d	Action Points to be recorded at meetings of the Grants panel.	Community Services and Democratic Services	Completed	☺	Action Points will be taken during meetings of the Grants Panel when Members will be scoring applications. The first meeting when this arrangement was implemented took place on 17th November 2014.
Voluntary and Community Sector (July 2014)					
Recommendation 2a	Formal training to be provided to Members of the Grants Panel.	Community Services and Democratic Services	Completed.	☺	New members of the grants panel are invited to meet with the Grants Officer to give an overview of the process. All panel members are invited to VCS networking events giving them a chance to meet potential fundees. Panel members are encouraged to give feedback from meetings in order to improve the process.
Voluntary and Community Sector (July 2014)					
Recommendation 2b	Members of the Grants Panel to visit groups in receipt of funding as part of the Monitoring process wherever possible.	Community Services	Completed and on going	☺	Panel members are being invited to visit projects and events that are funded via the grants programme. Any feedback will be included in the monitoring process.

Voluntary and Community Sector (July 2014)					
Recommendation 4	The Council to consider employing an apprentice to support the work of the Grants Officer.	Community Services and HR.	To be confirmed.	☹️	There has been a delay in recruiting to this post, partly due to long-term staff sickness absence. Officers are hoping to recruit to an apprentice post, to be shared between Community Services and the Policy team, early in the New Year.
Voluntary and Community Sector (July 2014)					
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.
Voluntary and Community Sector (July 2014)					
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.	February 2015.	☹️	Officers will be looking to implement a working group by the end of February 2015, and will be putting together a couple of options on this in order to ensure that it is useful for those who would take part.
Voluntary and Community Sector (July 2014)					
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	February 2015	☹️	Officers are working with IT and the local Voluntary and Community Sector groups to ensure this space shares important and valuable information. Officers are looking to begin to populate this space by Feb 2015.

Voluntary and Community Sector (July 2014)					
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.
Voluntary and Community Sector (July 2014)					
Recommendation 7b	A taster list of volunteering opportunities to be advertised on the Orb.	HR	Completed	😊	Officers are working with Communications Team to get a page on the ORB (the Council's intranet) for all staff to be able to research volunteering opportunities local to them.
Voluntary and Community Sector (July 2014)					
Recommendation 8	A new staff award to be introduced recognising the voluntary work carried out by staff.	Office Services	The implementation of this recommendation has been delayed due to practical issues identified by Officers. The Chair of the Task Group would hope that the communications campaign referred to in the comments	☹️	At the last meeting of the Committee when the tracker was considered Members agreed that this matter should be discussed further with the Chair of the Task Group to as a number of problems were identified by officers regarding the feasibility of implementing the recommendation. The Chair of the Task Group has been approached about this issue. She is suggesting that staff should be urged in Oracle newsletters to come forward to report the volunteering that they are involved in as part of an internal communications campaign. This could be used as the basis for nominations to the staff awards in 2015/16.

			section (to the right) could be implemented early in the New Year).		
Voluntary and Community Sector (July 2014)					
Recommendation 9	<p>The Council to consider working with businesses and VCS groups to establish a “Redditch Hour” on social media platforms.</p> <p>On 28th November the following additional recommendation was agreed on this subject:</p> <p>“the Executive Committee ask the Bromsgrove and Redditch Network (BARN) to facilitate the launch of a Redditch Hour on social media.”</p>	Town Centre Partnership	To be confirmed	☹	<p>The Redditch 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>BARN has been contacted about the potential for them to take a lead on facilitating the launch of a Redditch Hour on social media. However, at the time of writing a response to this correspondence had not yet been received.</p>
Voluntary and Community Sector (July 2014)					
Recommendation 10	A Voluntary Sector event to be held and to include a prize giving ceremony.	Community Services to work with Voluntary and Community Sector groups.	To be confirmed.	☺	Officers are looking to engage with local groups to get feedback on this type of event. They are aiming to complete this consultation by March 2015.

Football Provision Task Group (September 2014)					
Single recommendation	The evidence considered by the Football Task Group relating to the requirement for specific pitch arrangements for mini and junior football be taken into account during the period of the emerging local plan when opportunities arise for the improvement or development of pitches.	Planning	To be confirmed	☹	The Leisure team have put together a playing pitch strategy which identifies their needs across the Borough, and this evidence has fed into the compilation of policies within Local Plan 4 which is currently at examination in public, hopefully prior to its adoption. This will lead to planning applications being determined in accordance with this strategy in order to ensure appropriate and adequate provision of facilities across the Borough.
Proposals for Change by Tudor Grange Academy Short, Sharp Review (November 2014)					
Single Recommendation	The Chief Executive of Redditch Borough Council should write to the Secretary of State for Education, the Right Honourable Nicky Morgan MP, and the Minister of State for Schools, the Right Honourable David Laws MP, to request that specific guidance be issued to schools about changing the age range of their pupils in a three-tier education system. This guidance should address the process that must be followed in cases where a school unilaterally decides to make changes that will impact on other schools in the local authority area and / or within a school pyramid.	Chief Executive	January 2015	☹	The letter was in the process of being drafted at the time of writing.

APPENDIX 2

Grant Application Form 2015/16 Help me to be financially Independent 10k Grant

www.rebbitchbc.gov.uk



The grant programme will make financial contributions to support certain voluntary and community groups in Redditch that help to further the Council's aims and that actively assist the community to enjoy a better quality of life.

Before completing this application form, please make sure you have read the guidance notes. If there is insufficient space in any of the boxes to answer the question fully, please continue on a separate sheet marked with your organisation's name and relevant question number.

STRATEGIC GRANT FUNDING PRIORITIES

Your application needs to show how it meets our strategic grant funding priorities. You can use this form to apply for grants in the category explained below.

50k - Investing grants - Maximum grant of 10k for each project submitted

Key Project Support Area - For delivery of on-going support for local services to include outcomes that:

- Provide services that support local disadvantaged residents.
- Offering local volunteering opportunities.
- Work closely with partner/counterpart organisations.
- Delivering services that reflect the needs of residents.
- Empower and up-skill residents to learn and access support via the Internet.
- Provide training/up skilling opportunities' for Staff & Volunteers.

Important information:

All approved grant funding will be paid in instalments which will be agreed by both RBC grant officers and successful grant fundees on approval of funding amount.

All grant recipients will be required to attend monitoring workshops and provide regular updates.

For more information about this grant please contact Donna Hancox – Voluntary Sector Grants Coordinator – 01527 64252 ext 3015 or email: donna.hancox@redditchbc.gov.uk

Redditch Borough Council Grant Application Form

1. Name of group or organisation	
Address and postcode	
Telephone	
Email address	
Website	

2. Contact Name	
Position in group/organisation	
Daytime telephone if different from above	
Email address if different from above	

3. What sort of group/organisation is yours? (tick all that apply)		
Registered charity	Charity number:	
Company limited by guarantee	Company number:	
Community group	Constituted voluntary organisation	<input type="checkbox"/>
Another type of not-for-profit organisation (please explain)		
Are you a branch of, or affiliated to, a larger organisation or federation? Please explain.		

4. Is your group/organisation a member of a local infrastructure body (eg BARN, Community Action, CVS, Community First, etc)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, which one(s)?		
If not, please tell us why not.		

5. Is your group or organisation formally constituted? We cannot fund organisations that do not have a formally ratified constitution.

YES		If yes please provide a copy of your constitution with your application.
NO		If your organisation is not formally constituted, then for this particular round you are ineligible to apply for a grant. You can get support and information on how to develop a constitution from BARN please ring Ann Sowton on 01527 60282. For further information please see the supporting guidance which explains why your organisation needs to be formally constituted.

6 How much are you applying for?

£10,000 for the provision of on-going support for local services : *Maximum of 2 applications in each category per organisation (see grants policy 2012/13)*

2015/16 £

Project name:

7. How did you hear about this grant?

Press release in you local newspaper?	
Leaflet, if so where did you see this?	
County Council web pages?	
Local VCS Network?	
Other, please state	

8. Are you applying for funding for your own organisation alone, or on behalf of a consortium or partnership?

Funding for own organisation.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
As the lead body for a consortium or partnership	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<p>If you are the lead body for a consortium or partnership, who are your partners?</p> <p>Please be clear in your answers below whether you are referring to the lead body or the partnership/consortium.</p>		

10. Please explain WHY it is important that the council supports the on-going delivery of local services, already being delivered in the town.

10. Please explain your experience and /or track record of delivering your service to local residents. Also tell us about how you intend to build capacity, build your volunteering base.

11. Please detail WHAT services you will provide: Outline of services – detail hours – expected demographics for delivery.

12. Delivery Plan

WHERE, WHEN, and HOW and with WHOM will you deliver the proposed services

13. How will you manage the services please provide please provide management structure, project plan, and financial plan for the proposed services (attach as appendices)

14. What is the **added value** the project will bring to the Borough in delivering the proposed services?

15. Sustainability

How do you plan to ensure that your services are sustainable at the end of the 2014/15 grants programme. Please include in your answer

How are you going to improve and develop your service

What are your fundraising plans and targets

What are your strategies for implementing the personalisation agenda into your service

16. Please explain what difference your project/event will make to your service users/community?

17. Please identify the outcomes for your proposed services

--

18. a) Do you intend to involve service users in developing and managing your services?
b) How do you practise equal opportunities for service users and ensure your services are open and accessible to all, including hard-to-reach communities and individuals?

--

19. How do you evaluate the success of your work?

--

20. If you are an organisation or group that works with vulnerable adults, children and young people and their families, please send us a copy of your policy and procedures.

21. Describe how you will publicise that Redditch Borough Council is part-funding your organisation and how your service users and other funders will know this.

22. To receive a grant from Redditch Borough Council, your organisation must have its own bank or building society account in the name of the organisation as shown in your governing document. Cheques and other withdrawals must be signed by at least two people who are not related to each other.

Please confirm that you comply with this condition.

23. We cannot assess this application without your accounts. **Please include a copy of your most recent approved accounts**, signed and dated by your chair, secretary or treasurer and by your auditor or independent examiner where appropriate. The accounts you send should not be more than 12 months old. If your organisation's financial year-end coincides with the period in which you are sending us your application then send us your previous accounts and a copy of your most recent management accounts.

If you currently receive funding from us and have already sent us your most recent annual accounts, please just send a copy of your most recent management accounts.

Have you attached your accounts and/or management accounts?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Recent Annual Accounts already sent in <div style="border: 1px solid black; padding: 5px; width: fit-content;"> Accounts sent to: Name Directorate </div>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Validation Number (If you have one)	<input style="width: 100%; height: 30px;" type="text"/>	

24. If you have more than 12 months' worth of expenditure in reserves or savings, you should use these to reduce the size of grant requested in the first year. If you do not plan to do this, please explain below why not (eg explain what any restricted reserves are for).

How much do you have in unrestricted reserves/savings?	£ <input style="width: 100%;" type="text"/>
How much do you have in restricted reserves?	£ <input style="width: 100%;" type="text"/>
What are these reserves being held for? 	

25. Income for the project/activities for which you are seeking grant funding– state source below eg County Council, Big Lottery Cash4Clubs, Awards for All; etc.	2015-16 (applied for)	Project the funding will support
Grant requested from the Borough Council on this form...	£	
	£	
	£	
	£	
	£	
	£	
	£	
	£	
TOTAL	£	

26. Which of these policies and procedures do you have in place? We may ask to see any policies or procedures which you indicate you have in place or are developing.			
Policy or Procedure	Yes	No	Will develop by (state date)
Business Plan			
Confidentiality policy			
Complaints procedure			
Equal opportunities & diversity policy			
Criminal Records Bureau (DBS) checks for staff & volunteers - https://www.gov.uk/government/.../disclosure-and-barring-service			
Safe recruitment practices, including enhanced CRB checks for staff & volunteers working with children, young people or vulnerable adults (if applicable). See guidance notes.			
Policy and procedures for safeguarding vulnerable adults and children and young people			
Health & Safety policy & procedures			
Who is the organisations named Health & Safety Officer			
Disciplinary & Grievance procedures			
Written financial procedures			
PQASSO or other quality standard (state which one and to what level): http://www.ces-vol.org.uk/index.cfm?pg=42			
Others (please state):			
Procedure for the management of allegations against staff, including volunteers,			

Please note: In line with Redditch Borough Council's practice we will be publishing all successful grant applicants & the funding approved on the Council website.

Certification

Terms and Conditions:

- I certify that the information contained in this application, and in any documentation submitted in support of the application, is truthful and accurate to the best of my knowledge. I understand that any misleading statements (whether deliberate or accidental) in this form will render this application invalid and may make the organisation named as the lead in this application ineligible to receive funding.
- I acknowledge that the grant of any funding in relation to this programme is conditional upon signing a grant agreement with the Borough Council.
- I certify that, if funding is provided, it will only be used for the purposes specified in this application.
- I will immediately inform the relevant Borough Council Grant Coordinator if my organisation and/or partners foresee difficulties in carrying out the work which the Borough Council's funding will support.

I confirm that the organisation/group/partnership/consortium named in this form has authorised me to sign this application on their behalf.

Signed	Date
Name (in block capitals)	
Position within the Organisation (eg manager)	
Counter-signed	Date
Name (in block capitals)	
Position within the Organisation (must be chair or a trustee)	

Please return this form and the budget spreadsheet by [4pm on Friday 7th November 2014](#). The form must be returned by registered post or delivered by hand to Reception @ The Town Hall

Please address your application to:
Grant Application
Grants Team
Leisure, Environment and Community Services
Redditch Borough Council
Town Hall
Walter Stranz Square
Redditch, B98 8AH

For office use only

Grant Ref Number:	Assessed by:	Work inspected by/on:
Date received:	Panel recommendation: <i>Grant of £</i>	Ledger code:
Date ack. sent:		Cheque/BACs raised:

supported by

REDDITCH BOROUGH COUNCIL



www.redditchbc.gov.uk

Stronger Communities Grant Application Form (one off activity) 1st Round

**Welcome to Redditch Borough Council's
Community Grant Programme – 2015/16**

The Grants programme is intended to help voluntary and community groups in the Redditch Area who help the community to enjoy a better quality of life. Grants will support one-off or one year activity.

Before completing this application form, please read the guidance notes, as these will help you fill in the form. If you are filling it in by hand and there is insufficient space in any of the boxes to answer the question fully, please continue on a separate sheet marked with your organisation's name and relevant question number. You can expand the boxes if you are filling it in on your computer.

GRANTS SUPPORTING INFORMATION

The supporting information for each of the grants available provides the overall outcomes for that grant as a guideline for your application. Below is a definition for an outcome. Please consider this when you come to provide evidence in your application for this grant.

Identified Outcome/s: The changes, benefits, learning or other effects that are experienced by an individual as a result of taking part in the planned activities.

Grant Fund Available	Theme/priority	Example projects
<p>Giving Grants Maximum bid of £500.00 per project submitted</p>	<p>For delivery of projects that that have a clearly identified need within the community working in partnership with Community groups Redditch Borough Council can support this grassroots sector.</p> <p>These groups will not need to be formally constituted but will be required to have a recognised role within the community they represent</p>	<p>Community groups invited to bid for up to £500 for delivery of community projects at each round. Projects/events that encourage and initiate participation of all sections of the local community.</p>

These grants are in place to help build Stronger Communities. We are inviting Community organisations and groups to bid for up to £500.00 for the delivery of projects/events that benefit the Communities of Redditch.

To be successful, a **group** must:

- Carry out positive work in the community

a project must:

- address a community issue
- support and encourage community involvement.
- its outcomes strengthen local communities
 - ideally be innovative in its approach.

Redditch Borough Council Grants Application Form

1. Name of your group/ organisation	
Address and postcode	
Telephone	
Email address	
Website (if you have one)	

2. Contact name of person filling in form	
Position in group/organisation	
Daytime telephone if different from above	
Email address if different from above	

3. Give a short introduction about the Event/project/activity you are looking to host?

4. How much money are you applying for?
Maximum £500

5. How did you here about this grant?	
Press release in you local newspaper?	
Leaflet, if so where did you see this?	
Council web pages?	
Local VCS Network?	
Other, please state	

6. What are the main activities of your group/organisation?

7. What will your group/organisation use the grant for?
<p>When do you hope your project will start and how long will it last?</p> <p>Start Finish</p>

8. How do your activities match up to the identified outcomes outlined for the grants funding to which you are applying? (please read the identified outcomes near the beginning of this form) Please use this box to showcase your project.

9. Who will benefit from these activities and what difference do you hope your project will make to them?

10. How many people will be supported with this grant?

a) Number:

b) Please state the approximate number of users in each age range:

0 – 18 19 – 64 65 – 74 75 plus

Please indicate the diversity of your project:

White British	<input type="text"/>	White and Black Caribbean	<input type="text"/>	Indian	<input type="text"/>
White Irish	<input type="text"/>	White and Black African	<input type="text"/>	Pakistani	<input type="text"/>
White Other	<input type="text"/>	White and Asian	<input type="text"/>	Bangladeshi	<input type="text"/>
Chinese	<input type="text"/>	Mixed Other	<input type="text"/>	Asian Other	<input type="text"/>
Caribbean	<input type="text"/>	African	<input type="text"/>	Black Other	<input type="text"/>

Other ethnic group: Please describe.....

11. In which District do your clients live? Please give percentages for each district

Redditch:	Feckenham:
Astwood Bank:	Outside Redditch:

12. How does your organisation ensure it gives equal opportunities for all – including service users, potential users and volunteers?

--

13. Are your staff and volunteers DBS checked? (Disclosure & Barring Service).

Yes	No	Not applicable
<p>If No or Not Applicable, please explain why not:</p> <p>Disclosure and Barring Service (DBS) checks (previously CRB checks) - https://www.gov.uk/disclosure-barring-service-check/tracking-application-getting-certificate</p> <p>If you work with children, young people or vulnerable adults, do you obtain 'enhanced checks'?</p> <p>Yes / No / Don't know what these are.</p> <p>If you are an organisation that works with children and young people, do you have safeguarding policy and procedures?</p> <p>Yes/No</p>		

14. Is your group or organisation formally constituted? Please provide details if you are, if not then please contact Ann Sowton below for more details.		
YES	<input type="checkbox"/>	If yes please provide a copy of your constitution with your application.
NO	<input type="checkbox"/>	If your organisation is not formally constituted you can get support and information to do this from BARN. Contact BARN on 01527 60282

15. What sort of group or organisation is yours? Please tick the box which best describes your group/organisation.			
Registered Charity (please give the reg. number):	<input type="checkbox"/>	Company limited by guarantee	<input type="checkbox"/>
Community or self-help group	<input type="checkbox"/>	Other (please explain below)	<input type="checkbox"/>

16. Does your group/organisation have a management committee or board of trustees? If it has, how many people are on it, and how often does it meet? If it does not then how does your group formally reach agreement?

17. To receive a grant from Redditch Borough Council your organisation must have its own bank or building society account in the name of the organisation as shown in your governing document. Cheques and other withdrawals must be signed by at least two people who are not related to each other.
Please confirm that you comply with this condition.

18. Please state if your organisation is newly set up with no financial information available. (go to question 20 if yes)	Yes	No
What was your group's total gross income, as stated in your most recent accounts?	£	
What was its total expenditure in the same year?	£	
What surplus/deficit was there that year?	£	
Which financial year was this? eg 2011/12	Year:	
What are your current reserves + savings?	£	

19. If you have more than 12 months worth of expenditure in reserves or savings, you should use these to reduce the size of grant requested. If you do not plan to do this, please explain below why not (eg explain what any reserves are for).

20. Income for the project/activities for which you are seeking a grant – state source below eg County Council, Cash4Clubs, Awards for All; etc.	2014-15 (applied for)
Grant requested from the Borough Council on this form...	£
	£
	£
	£
TOTAL	£

21. Expenditure for the project/activities for which you are seeking a grant. List the main items of expenditure and add up the total.	2014-15 (estimated)
	£
	£
	£
	£
	£
	£
	£
	£
	£
Total	£

22. If you hope to continue this project after one year, what are your fundraising plans to support this project when this grant finishes?

Please ask a senior Trustee or Management Committee member to read the declaration and sign the form on behalf of your organisation.
In line with Redditch Borough Council practice we will be publishing successful grant applications on Redditch Borough Council's website.

Declaration

I confirm that the organisation/group named in this form has authorised me to sign this application on their behalf, and that the information contained in this application is correct, to the best of my knowledge. I confirm that any grant received will be used solely for the purposes specified in the application.

**** If emailing application please scan this page with signature.**

Signature	
Name of person signing This must be different from the person who completed the form and should be a senior trustee eg Chair	
Position in Organisation	
Date	

Please return this form and the budget spreadsheet by:

2nd Round Deadline - 4pm Friday 13th June 2014

We cannot accept incomplete, late or faxed applications, hand-deliver your application to Main Reception at The Town Hall, or post it by recorded delivery in advance of the deadline to the address shown below:

Please address your application to:

Grant Application
Grants Team
Leisure, Environment and Community Services
Redditch Borough Council
Town Hall
Walter Stranz Square
Redditch, B98 8AH
01527 64252 ext: 3015

Alternatively you can email your completed application to

grants.team@redditchbc.gov.uk

****If emailing please remember to scan the declaration page with signature.**

If you hand deliver your application, please ask the Reception staff to date and time stamp your envelope.

For office use only

Grant Ref Number:	Assessed by:	Work inspected by/on:
Date received:	Panel recommendation: Grant of £	Ledger code:
Date ack. sent:		Cheque/BACs raised:



Executive

Committee

Tuesday, 16 December 2014

MINUTES

Present:

Councillor Bill Hartnett (Chair), Councillor Greg Chance (Vice-Chair) and Councillors Brandon Clayton, Phil Mould, Mark Shurmer, Yvonne Smith and Debbie Taylor

Also Present:

Councillors Carole Gandy, Pattie Hill and Pat Witherspoon

Officers:

Jess Bayley, Clare Flanagan, Sue Hanley, Sam Morgan and Jayne Pickering

Committee Services Officer:

Debbie Parker-Jones

69. APOLOGIES

Apologies for absence were received on behalf of Councillors Juliet Brunner and John Fisher.

70. DECLARATIONS OF INTEREST

There were no declarations of interest.

71. LEADER'S ANNOUNCEMENTS

Additional Papers

Members' attention was drawn to the Additional Papers pack which contained the minutes of the meeting of the Worcestershire Regulatory Services Shared Services Joint Committee held on 27th November 2014. It was noted that there were no recommendations to be considered.

.....
Chair

Executive Committee

Tuesday, 16 December 2014

Time To Change Pledge

Following Full Council's endorsement of the Time To Change Pledge on 8th December, the Leader signed a display presentation board for the Council's Pledge.

Work Programme

It was noted that the Review of Financial Resilience report which had originally appeared on the Executive Work Programme for the meeting that evening had not been required and had therefore been deleted.

The Landscape Improvements to the Town Centre Phase II report which was listed on the Work Programme for the 20th January 2015 meeting had been delayed and would at this stage remain on the Work Programme without a set date.

Taliban attack on school in Peshawar, Pakistan

Members noted with great shock and sadness the Taliban attack which had taken place earlier that day on an army school in Peshawar, North-west Pakistan, in which over 100 children and members of staff had lost their lives.

Redditch had a large Pakistani community and Members sent their sincere sympathies and condolences to the families of those who had been injured or killed in the terrorist attack.

The Leader requested that a letter be sent from himself and the Mayor to Redditch Central Mosque and the High Commission for Pakistan in London expressing the Council's deep sadness at the news.

72. MINUTES

RESOLVED that

the minutes of the meeting of the Executive Committee held on 25th November 2014 be agreed as a correct record and signed by the Chair.

73. PROPOSALS FOR CHANGE TO TUDOR GRANGE ACADEMY SHORT, SHARP REVIEW - FINAL REPORT

Councillor Pat Witherspoon, Chair of the Proposals for Change by Tudor Grange Academy Short, Sharp Review group, presented the group's final report. She was accompanied by Councillors Carole Gandy and Pattie Hill who also took part in the Review.

Executive Committee

Tuesday, 16 December 2014

The report proposed three recommendations, only the first of which needed to be approved by the Executive Committee as this required action by the Chief Executive. Recommendations 2 and 3 had already been referred direct to Worcestershire County Council and the Executive Committee was therefore asked to note those proposals. The Overview and Scrutiny Committee had endorsed all three recommendations.

The following were noted as the key objectives of the Review:

- To understand the proposals by Tudor Grange Academy to extend the age range of pupils;
- To assess the potential impact on schooling arrangements in the Borough if the proposals were to be implemented; and
- Through investigation of this proposal and the basis on which academy schools operate, to support Ward Councillors and residents in understanding how they can best contribute most effectively to the debate and decision on this issue.

It was specifically noted that the group was not tasked with determining whether the changes proposed by Tudor Grange Academy Redditch (TGAR) should be implemented, the outcome of which Members were not able to influence. Members were also not asked to reach any conclusions about three-tier and two-tier education or which system would be preferable for the Borough in the long-term.

Evidence had been gathered from a range of sources including representatives of Tudor Grange Academy Redditch (TGAR); Karen Lumley MP; Councillor Rebecca Blake, the Redditch Democratic Alliance, local schools and representatives of the Redditch School Changes Action group

The group concluded that TGAR had followed, and in part exceeded, the proper process set out by the government when proposing and consulting on changes to their school admissions. However, the process set down by the government did not address the specific needs of schools and school pyramids in a three-tier education system and it was felt that this needed to be updated to reflect those considerations.

Whilst it was the group's view that TGAR had good intentions with the proposed changes, feedback received from other schools in the town indicated that ideally more action could have been taken when consulting on the changes. Examples of other schools in the area which had consulted informally with parents about a potential change from a three-tier to a two-tier system had shown that

additional steps outside the formal process could have been implemented which would have helped address local concerns.

It was felt that uncertainty surrounding the future of other schools in the pyramid created confusion and in some cases anger amongst parents about the proposed changes. Members felt this uncertainty contributed to the decision by some schools to consult on their own changes which in turn potentially created greater uncertainty. Poor communication, by both TGAR and the County Council, was also found to have compounded confusion amongst parents.

The speed with which the consultation was announced and the lack of significant discussions with other schools prior to TGAR's announcement about the proposed changes led stakeholders to conclude that the proposals were a fait accompli. It was felt that when proposing changes all schools should communicate their rationale to key stakeholders and the extent to which feedback would inform any outcomes of the process.

The group had been informed by the lead officer for the County Council that Worcestershire County Council lacked the power and resources to undertake a whole scale review of the education system in the Borough. Recent legislation had provided academy schools with significant powers and any review conducted by the local education authority could not make decisions that would be binding for academy schools. The group felt that whilst the County Council could not determine the outcomes of TGAR's proposed changes to their admissions policy, as the local education authority, they could have taken more action to co-ordinate consultation responses and to clarify the process that needed to be followed.

The group had attempted to consult with ward Councillors for the TGAR catchment area but were disappointed with the lack of responses received. As such, the group could not form any conclusions about the needs of ward Councillors and had therefore suggested that in future group leaders strongly urge their members to respond when consulted by a scrutiny Task Group.

It was noted that TGAR had originally proposed that the changes would come into effect from September 2015, and that given the nature of the changes these were eligible to be fast tracked. However, in light of feedback received to the consultation, the school Governing Body had, at a meeting on 13th August 2014, decided that they would instead be submitting a business case to the Education Funding Agency (EFA) by September 2014, with the intention to implement any changes from September 2016. It was understood that a decision had not yet been made by the EFA or Regional Schools Commissioner for the West Midlands regarding the school's proposals.

Executive Committee

Tuesday, 16 December 2014

The Executive welcomed the report and thanked the group for its hard work on this. In relation to the disappointment expressed by the group on the low number of questionnaires submitted by Borough Councillors, and the suggestion that in future the political group leaders take an active role in encouraging their members to respond to any scrutiny consultation, the Leader stated that he would be happy to encourage his members provided he was made aware that such consultation was taking place, which was not the case on this occasion.

RESOLVED that

- 1) **the Chief Executive of Redditch Borough Council should write to the Secretary of State for Education, the Right Honourable Nicky Morgan MP, and the Minister of State for Schools, the Right Honourable David Laws MP, to request that specific guidance be issued to schools about changing the age range of their pupils in a three-tier education system. This guidance should address the process that must be followed in cases where a school unilaterally decides to make changes that will impact on other schools in the local authority area and / or within a school pyramid; and**

RESOLVED to note that Worcestershire County Council had been asked by the Overview and Scrutiny Committee to:

- 2) **consult with Borough Councillors alongside County Councillors when commissioning educational services (within the remit of the Head of Learning and Achievement); and**
- 3) **To produce written guides about the education system and the process that needs to be followed when charges are made to schools. These guides should be produced in plain English and should be made available for parents and other interested stakeholders to access.**

74. CONSOLIDATED REVENUE & CAPITAL MONITORING REPORT QUARTER 2 2014/15

Members considered the consolidated revenue and capital outturn position for the period April to September 2014.

Officers stated that whilst there was currently a shortfall of £212k in identified savings these would be achieved by vacancy management and other savings during the financial year.

Heads of Service and managers were continuing to look at where savings could be made and whilst carry forwards in budgets could be made available to Heads of Service under delegated authority, Heads of Service would be looking at where savings could be made to ensure that only necessary underspends were carried forward.

The financial commentary detailed in the report in relation to the £740k asbestos underspend was noted, together with the proposed virements from the asbestos budget to address other overspends within the Capital Programme. The £77k requested from Housing Revenue Account reserves to fund the demolition of Upper Norgrove House based on health and safety concerns was also noted.

RESOLVED that

- 1) **the current financial position on Revenue and Capital as detailed in the report be noted;**
- 2) **the following virements for the Housing Revenue Account (HRA) Capital Programme be approved:**

the Asbestos budget be reduced by £290K to fund the following Capital Schemes:

**£50K Kitchen Upgrades
£200K to Rewiring
£40K to Window Replacements; and**

- 3) **£77K be released from the HRA reserves to fund the demolition of Upper Norgrove House.**

75. BUDGET POSITION STATEMENT

Officers provided Members with an oral update on the latest budget position for 2015/16.

Members were advised that whilst there was not currently a balanced budget for the medium term, a 3-year sustainable budget plan would be presented to Full Council in February 2015. This was a similar position to many other local authorities. Officers added that there was a general assumption that by 2019/20 Councils would have to be self-funding.

The original predicted budget shortfall for 2015/16 had been £2,314m, with further predicted shortfalls for 2016/17 and 2017/18 of £432k and £886k respectively. The latest projected shortfalls stood at £462k for 2015/16, which included a one-off use of £500k from reserves, £818k for 2016/17 and £970k for 2017/18.

Executive Committee

Tuesday, 16 December 2014

The figures included a £300k reduction in pension costs as a result of an increase in the number of permitted payment years, total New Homes Bonus of £802k, minimum annual bid of £30k to continue Essential Living Fund Support should funding for this be withdrawn from the County Council and an assumed annual Council Tax increase of 1.9%.

It was assumed that there would be a reduction of approximately £500k in the Government Grant from 2014/15, the final figure for which should be made known within the following week or so, and a pay increase of 2.2%. Any cuts in funding from the County Council would hopefully be made known early in 2015, and Officers had stressed to the County Council that they needed to be informed of any cuts as soon as possible.

Officers advised that a great deal of work would be carried out over the following few weeks to produce a sustainable 3-year budget for Executive Committee on 3rd February 2015. This would then be considered by the Overview and Scrutiny Committee on 17th February, prior to Full Council on 23rd February. More detail would be included in the budget on how the proposed £645k of Strategic Purpose savings would be made, and from which services and transformation projects savings had been made.

Officers stated that the Council's external auditors, Grant Thornton, were comfortable with the approach being taken on the budget for 2015/16 and for the following 2 years.

Members thanked Officers and the Portfolio Holder for their work on the budget and were pleased to hear that Grant Thornton were comfortable with the current position. A measured approach had been taken with the budget in recent years, the results of which were now being seen.

RESOLVED that

the position be noted.

76. OVERVIEW AND SCRUTINY COMMITTEE

The Committee received the minutes of the meeting of the Overview and Scrutiny Committee held on 10th November 2014.

It was noted that there were no recommendations to consider.

RESOLVED that

the minutes of the meeting of the Overview and Scrutiny Committee held on 10th November 2014 be received and noted.

77. WORCESTERSHIRE REGULATORY SERVICES SHARED SERVICES JOINT COMMITTEE

The Committee received, under Additional Papers, the minutes of the meeting of the Worcestershire Regulatory Services (WRS) Shared Services Joint Committee held on 27th November 2014.

It was noted that there were no recommendations to consider.

Members noted that Capita had withdrawn from the strategic partnership procurement process and that WRS Officers would now be determining the shape of future service delivery. Whilst there had been some disappointment expressed at the meeting at Capita's withdrawal, the level of service provided and high reputation gained by WRS had been noted.

The Leader advised that subsequent to the WRS meeting it had been announced that Steve Jorden, Head of Worcestershire Regulatory Services, had obtained a promotion as Head of Paid Service at South Hams District Council and West Devon Borough Council, and would be leaving his current post in the New Year. It was agreed that a letter be sent on behalf of the Executive to express their sincere thanks to Mr Jorden for the work he had undertaken in delivering an excellent Regulatory Services for all in Redditch and wishing him success in his new position.

RESOLVED that

the minutes of the meeting of the Worcestershire Regulatory Services Shared Services Joint Committee held on 27th November 2014 be received and noted.

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

There were no outstanding referrals to consider.

79. ADVISORY PANELS - UPDATE REPORT

Councillor Chance advised that the Economic Theme Group under the Local Strategic Partnership, which had replaced the Economic Advisory Panel, had met on a couple of occasions and was proving to be very successful forum. The membership included

**Executive
Committee**Tuesday, 16 December 2014

representatives from local businesses, the Heart of Worcestershire College and Borough Councillors.

RESOLVED that

the report be noted.

80. ACTION MONITORING

Members were advised that no update on the information requested at the 8th September 2014 meeting in relation to the Finance Monitoring Report 2014/15 April to June (Quarter 1) was yet available.

Officers undertook to find out the details for the questions raised and to report back to all members of the Committee on this.

RESOLVED that

the report be noted.

The Meeting commenced at 7.00 pm
and closed at 8.40 pm

.....
Chair

EXECUTIVE COMMITTEE LEADER'S WORK PROGRAMME

2 February 2015 to 29 May 2015

(published as at 2nd January 2015)

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.

REDDITCH BOROUGH COUNCIL

*making
a
difference*

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).

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

The Executive Committee's meetings are normally held every four weeks at 7pm on Tuesday evenings at the Town Hall. They are open to the public, except when confidential information is being discussed. If you wish to attend for a particular matter, it is advisable to check with the Democratic Services Team on (01527) 64252, ext: 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
Housing Revenue Account, rent and capital 2015-16 Key: No	Executive 20 Jan 2015 Council 26 Jan 2015		Report of the Executive Director Finance and Resources and Head of Housing	Liz Tompkin, Head of Housing, Sam Morgan, Financial Services Manager Tel: 01527 64252 ext 3304, Tel: 01527 64252 ext 3790
Designation of a Neighbourhood Plan area - Feckenham Key: No	Executive 20 Jan 2015		Report of the Head of Planning and Regeneration	Ruth Bamford, Head of Planning and Regeneration Tel: 01527 64252 ext 3219
Medium Term Financial Plan 2015-16 - 2017-18 Key: No	Executive 20 Jan 2015		Report of the Executive Director Finance and Resources	Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207
Council Tax Base and Non-Domestic Rates base Key: Yes	Executive 20 Jan 2015		Report of the Executive Director Finance and Resources	Sam Morgan, Financial Services Manager Tel: 01527 64252 ext 3790
Land at Easemore Road - Disposal Key: No	Executive 20 Jan 2015 Council 26 Jan 2015		Report of the Head of Customer Access and Financial Support	Amanda de Warr, Head of Customer Access and Financial Support Tel: 01527 64252

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
Redditch Borough Council's Voluntary & Community Sector Grant Programme 2015/16 - Funding Recommendations Key: Yes	Executive 20 Jan 2015		Report of the Head of Community Services	Donna Hancox, Voluntary Sector Grants Co-ordinator Tel: 01527 64252 ext 3015
Land at Far Moor Lane Key: No	Executive 3 Feb 2015		Report of the Head of Customer Access and Financial Support	Amanda de Warr, Head of Customer Access and Financial Support Tel: 01527 64252
Medium Term Financial Plan 2015-16 - 2017 - 18 Key: No	Executive 3 Feb 2015 Council 23 Feb 2015		Report of the Executive Director Finance and Resources	Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207
Landscape Improvements to the Town Centre Phase II Key: No	Executive, Council Not before 30th Mar 2015		Report of the Head of Planning and Regeneration	Lyndsey Berry, Town Centre Co-Ordinator/Planning Officer Tel: 01527 587002
Reorganisation and Change Policy Key: No	Executive 10 Mar 2015 Council 30 Mar 2015		Report of the Head of Transformation and Organisational Development	Deb Poole, Head of Business Transformation and Organisational Development Tel: 01527 881256

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 Monitoring October - December 2014 Quarter 3 Key: No	Executive 10 Mar 2015		Report of the Executive Director Finance and Resources	Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207
Treasury Management Strategy Key: No	Council, Executive 10 Mar 2015		Report of the Executive Director Finance and Corporate Resources	Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207
Borough of Redditch Local Plan No.4 Key: No	Executive Not before 10th Mar 2015		Report of the Head of Planning and Regeneration	Emma Baker, Development Plans Manager Tel: 01527 64252 ext 3034
Write off of Debts Key: No	Executive Before 30 Jun 2015		Report of the Executive Director Finance and Resources	Amanda de Warr, Head of Customer Access and Financial Support Tel: 01527 64252
Review of Operation of Leisure Services Key: No	Executive Council	Potential to be part exempt due to staffing and/or financial details	Report of the Head of Leisure and Cultural Services	John Godwin, Head of Leisure and Cultural Services Tel: 01527 881762

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
Job Evaluation Key: Yes	Executive			Becky Talbot, Human Resources and Development Manager Tel: 01527 64252 ext 3385
Tenancy Policy Key: No	Executive		Report of the Deputy Chief Executive and Executive Director (Leisure, Environmental & Community Services)	

Overview & Scrutiny

Committee

13th January 2014

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 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
	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 & Scrutiny

Committee

13th January 2014

	<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		
13th January 2015	10th November 2014 – Update on Actions	Relevant Lead Head of Service
13th January 2015	Housing Revenue Account Rent and Capital 2015-16 – Pre-Scrutiny	Relevant Lead Head of Service
13th January 2015	Medium Term Financial Plan 2015 – 16 – 2016 -17 – pre-scrutiny	Relevant Lead Head of Service
13th January 2015	Overview and Scrutiny Recommendation Tracker	Relevant Lead Head of Service
17th February 2015	Budget Saving Proposals – Review of Executive Committee’s proposals and agreement of any suggestions for Council	Relevant Lead Head of Service
17th February 2015	Extensions to Social Housing - Presentation	Relevant Lead Head of Service
17th February 2015	The Framework Agreement for the Provision of Debt and Budgeting Advice to be Delivered Within the Locality Areas - presentation	Relevant Lead Head of Service

Overview & Scrutiny

Committee

13th January 2014

3rd March 2015	Tackling Obesity Task Group – Final Report	Councillor Potter
3rd March 2015	Void Properties - Presentation	Relevant Lead Head of Service
June 2015	Provision of Support Networks for LGBT Community Task Group	Councillor Baker
OTHER ITEMS – DATE NOT FIXED		
	Abbey Stadium Gym Extension Business Case – Pre-scrutiny	Relevant Lead Head of Service
	Free Swimming – Further Discussion	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

