



Council

Thursday 21 May
2015
7.00 pm

Council Chamber
Town Hall
Redditch

REDDITCH BOROUGH COUNCIL

*making
difference*

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**If you have any queries on this Agenda please contact
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Council

Thursday, 21st May, 2015

7.00 pm

Council Chamber Town Hall

Agenda

Membership:

Cllrs:	Pat Witherspoon (Mayor)	Bill Hartnett Gay Hopkins
	Pattie Hill (Deputy Mayor)	Wanda King Jane Potter
	Joe Baker	Gareth Prosser
	Thomas Baker-Price	Antonia Pulsford
	Roger Bennett	Mark Shurmer
	Natalie Brookes	Rachael Smith
	Juliet Brunner	Yvonne Smith
	David Bush	Paul Swansborough
	Michael Chalk	Debbie Taylor
	Greg Chance	David Thain
	Anita Clayton	Jennifer Wheeler
	Brandon Clayton	Nina Wood-Ford
	Matthew Dormer	
	John Fisher	
	Andrew Fry	

1. Welcome	The Mayor will open the meeting and welcome all present.
2. Apologies	To receive any apologies for absence on behalf of Council members.
3. Declarations of Interest	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.
4. Mayor's Opening Remarks	To receive the Mayor's opening remarks and report on the Mayoral year. To give notice of Urgent Business accepted by the Mayor for consideration at this meeting, if any.
5. Election of the Mayor for 2015-16	To elect the Mayor for the Municipal Year 2015-16. Once the new Mayor has been elected, s/he will make the declaration of acceptance of office, receive the chain of office and take the Mayor's seat at the front of the Chamber.

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6. Election of Deputy Mayor	To elect the Deputy Mayor for the Municipal Year 2015-16. When the new Deputy Mayor has been elected, s/he will make the declaration of acceptance of office and receive the badge of office.
7. Announcements	To consider Announcements under Procedure Rule 10: a) the new Mayor's Announcements, including the Mayor's charity/ies. b) Leader's Announcements c) Chief Executive's Announcements. (Oral report)
8. Minutes (Pages 1 - 6) Kevin Dicks, Chief Executive	To confirm as a correct record the minutes of the meeting of the Council held on 30 th March 2015.
9. Returning Officer's Report (Pages 7 - 10)	To note the Returning Officer's report which sets out details of the outcome of the recent local elections.
10. Leader's Appointments	The Leader of the Council decides how the Executive powers of the Council will be carried out. Currently, Executive decisions are taken by the Executive Committee. The Leader also allocates portfolios and will announce changes to the portfolio arrangements.
11. Appointment of Committees, Panels etc and their Chairs and Vice-Chairs (Pages 11 - 22)	To consider a report outlining the proposed political balance of the Council's committees and constitution of Panels etc. The Council is also asked to appoint Chairs and Vice-Chairs to each of the Committees.
12. Outside Bodies (Pages 23 - 32)	To agree appointments to outside bodies as set out in the enclosed list.

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<p>13. Urgent Business - general (if any)</p>	<p>To consider any additional items exceptionally agreed by the Mayor as Urgent Business in accordance with the powers vested in her by virtue of Section 100(B)(4)(b) of the Local Government Act 1972.</p> <p>(This power should be exercised only in cases where there are genuinely special circumstances which require consideration of an item which has not previously been published on the Order of Business for the meeting.)</p>
<p>14. Urgent Business - Record of Decisions</p> <p>Kevin Dicks, Chief Executive</p>	<p>To note any decisions taken in accordance with the Council's Urgency Procedure Rules (Part 6, Paragraph 5, and/or Part 7, Paragraph 15 of the Constitution) as specified.</p> <p>(None to date).</p>
<p>15. -</p>	<p>Please note:</p> <p>Following the end of this meeting, all Council members, guests and members of the public who have attended the meeting are invited to join the Mayor in a reception in the Civic Suite.</p> <p>Anyone requiring copies of the papers for this meeting should contact democratic services in advance of the meeting.</p>



Council

Monday, 30 March 2015

MINUTES

Present:

Councillor Pat Witherspoon (Mayor), Councillor Pattie Hill (Deputy Mayor) and Councillors Roger Bennett, Andrew Brazier, Natalie Brookes, David Bush, Greg Chance, Brandon Clayton, John Fisher, Andrew Fry, Carole Gandy, Bill Hartnett, Gay Hopkins, Wanda King, Alan Mason, Phil Mould, Jane Potter, Mark Shurmer, Rachael Smith, Yvonne Smith, Paul Swansborough, Debbie Taylor, David Thain, John Witherspoon and Nina Wood-Ford

Officers:

Kevin Dicks, Sue Hanley and Claire Felton

Committee Services Officer:

Sheena Jones

78. APOLOGIES

Apologies for absence were received from Councillors Joe Baker, Rebecca Blake and Juliet Brunner.

79. DECLARATIONS OF INTEREST

Councillors Bill Hartnett, Pat Witherspoon, Andrew Brazier and David Thain declared an other disclosable interest Item No. 10, Planning Committee Minute No. 64, as representatives on the Board of Redditch Co-operative Homes, and left the room and took no part in the discussions in respect of this item.

80. MINUTES

RESOLVED that

The minutes of the meeting of the Council held on 23rd February 2015 be agreed as a correct record and signed by the Mayor.

.....
Chair

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Monday, 30 March 2015

81. ANNOUNCEMENTS

a) The Mayor

The Mayor gave a summary of some of the events she had attended since the previous meeting including:

- West Midlands Ambulance Service Long Service and Excellence Awards
- St Leonard's Church Snowdrop Weekend
- Mayor's Charity Skittle Evening
- Kingfisher Centre Chinese New Year Celebrations
- Special Olympics Redditch Swimming Gala
- Fly a Flag for the Commonwealth

The Mayor also thanked Councillor Pattie Hill, the Deputy Mayor for standing in for her on those occasions when she had been unable to attend an event.

The Mayor drew Members attention to the artwork displayed around the Council Chamber and explained that she had specifically asked for this to be brought before the Council as she had recently attended the Gallery and presentation event for Roadway Arts Project. This was an initiative which promoted the use of public space for art as a deterrent for anti-social behaviour and encouraged use of facilities. The first mural had been painted in 2007 and 9 pieces of artwork had been funded in the past year. The Mayor went on to say that she had been so impressed with the artwork that she wanted to take the opportunity to thank those involved. Special thanks were given to James Cooper and his team at the Council who were in attendance and it was also noted that apologies from the Police and Crime Commissioner for West Mercia and County Councillor John Smith had been received.

The Mayor also took the opportunity to remind Members to speak clearly and use microphones so that all those present were able to hearing the proceedings.

b) The Leaders Announcements

The Leader explained that he had missed the previous Council meeting due to being in London meeting the Secretary of State in respect of the Alexandra Hospital problems, which had dominated his time since that meeting. He continued to press for the release of the Senate report and for a response as to why this had not been published as originally promised. It was understood that this would not be released until after the elections. He continued to raise concerns over the hospital and has sent out several press releases, met with the Save the Alex

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campaign members, the local MP and Leaders of both Bromsgrove and Stratford councils.

The Leader had also attended the Chinese New Year Celebrations in the Kingfisher Centre, the LGBT History month event in the Library and the Redditch Special Olympics Swimming Gala.

The Leader took the opportunity to inform Members that the Council was now a member of the ~Dementia Action Alliance and was one of only 6 council in the West Midlands that had achieved this status. Special thanks were given to Lynn Jones for her efforts in helping to make the Council dementia friendly and it was agreed a letter of thanks would be sent to her.

The Leader went on to thank a number of Members who would be standing down at the May election, for their hard work and loyal service to the Council. Those Members were Councillor Michael Braley (who had already stood down), Councillors Carole Gandy, Phil Mould, Andrew Brazier and Rebecca Blake.

Councillor Gandy took the opportunity to thank all Members for their support over the years and said she had thoroughly enjoyed her time at the Council. There were a number of events which she was particularly proud of and these included the Abbey Stadium Leisure Centre, the innovative way in which the pool at the Leisure Centre was heated by the crematorium and the roundabout by the Alexandra Hospital/Woodrow Drive entrance. She praised fellow councillors for their hard work and thanked all officers for their assistance and support, giving particular reference to Sue Hanley, the Deputy Chief Executive and Kevin Dicks, the Chief Executive.

Councillors Brandon Clayton, David Bush, Gay Hopkins, Mark Shurmer and Andrew Fry also paid tribute to those Members that were standing down and thanked them for their support and service to the Council. Particular reference was made to Councillor Gandy for her long service and time as Leader.

c) Chief Executive's Announcements

The Chief Executive reminded Members that the Council was no in the pre-election period and highlighted that he had received a number of questions around purdah. He had therefore arranged for Members to receive an electronic copy of an LGA booklet which provided guidance on what was appropriate during this period. Hard copies of this booklet would also be placed in Group rooms.

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82. MEMBERSHIP OF THE COUNCIL

Council noted that Councillor Michael Braley had resigned from the Council with effect from 17th March 2015.

83. QUESTIONS ON NOTICE

There were no questions on notice on this occasion.

84. MOTIONS ON NOTICE

No motions had been submitted.

85. EXECUTIVE COMMITTEE

Members considered the minutes of the Executive Committee meeting of 10th March 2015. It was highlighted that were recommendations at Minute No. 116 on Health and Safety Policies and at Minute No. 118 on the Pay Policy Statement.

Councillors Brandon Clayton and Roger Bennett asked for clarification on the following points and officers agreed to provide the relevant information outside of the meeting:

- With reference to First Aid boxes there was no reference as to whether these would be checked and maintained on a regular basis and records kept.
- The changes to the working height regulations with effect from 6th April 2015 and whether the new procedures would include these updates.
- Minute No. 117 Land at Kingham Close/Far Moor Lane – a point of clarification as it was believed that not all the pieces of land had been discussed at PAP and a decision had therefore been made without the full information being available.

RESOLVED that

The minutes of the meeting of the Executive Committee held on 10th March 2015 be received and all recommendations adopted.

86. REGULATORY COMMITTEES

The Council received the minutes of the recent meetings of the Planning Committee and Audit, Governance and Standards Committee.

In presenting the Audit, Governance and Standards Committee minutes Councillor Roger Bennett, highlighted a typographically

error at minute no. 36 (v) Action - the date should have read April 2015.

RESOLVED that

- (a) The minutes of the meeting of the Planning Committee held on 14th January and 1st February 2015 be received and adopted: and**
- (b) The minutes of the Audit, Governance and Standards Committee held on 22nd January 2015 be received and adopted.**

(Prior to the consideration of the Planning Committee meeting minutes of 14th January 2015, Councillors Bill Hartnett, Pat Witherspoon, Andrew Brazier and David Thain declared an other disclosable interest in respect of Minute No. 63 and as such withdrew from the meeting and did not take part in discussions.)

87. OVERVIEW AND SCRUTINY COMMITTEE ANNUAL REPORT 2014-15

Councillor Jane Potter, Chair of the Overview and Scrutiny Committee, introduced its Annual Report and in doing so highlighted some of the work which had been carried out by the Committee in 2014/15. Whilst the Committee had not been able to carry out as many task and finish groups as in previous years, due to a reduction in support, the Committee had still carried out some important work and established a monitoring report to ensure that recommendations were implemented in a timely manner. The scrutiny of the budget had not been as successful as had been hoped, but this had already been addressed and improvements made to ensure it was more robust for the coming year.

The following work of the Committee was highlighted:

- Worcestershire Regulatory Services Joint Scrutiny Task Group – the Committee had taken part in this, which had included all but one of the partner authorities.
- Abbey Stadium – one of the key recommendations had been in respect of the leisure provision being provided through a Leisure Trust and it was anticipated that as this progressed the Committee would be involved in further work covering this area.
- Voluntary Sector – a key recommendation from this group was in order to make the application process more user friendly for those wishing to apply for grants was to review and streamline the application forms.
- Tudor Grange – this group had been successful in receiving a positive response from the Department of Education and the Education Team at Worcestershire County Council.

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- Tackling Obesity – the group had been disappointed with the response from the Executive Committee to its recommendations, as it was imperative that this subject was taken seriously. Further consideration would be given to this at the next Overview and Scrutiny Committee meeting.
- Crime and Disorder Panel – the Panel had held one meeting when it had looked at the important issue of domestic violence in detail.
- There was currently one task and finish group in progress, the Provision of Support networks for the LGBT community and their final report was expected in July.
- Councillor Pat Withespoon as the Council's representative on the Worcestershire Health Overview and Scrutiny Committee had also provided regular update reports on the work being carried out.

Finally, Councillor Potter thanked the Members of the Committee for their hard work and support throughout the year. She also gave her personal thanks to officers, making particular reference to Jess Bayley for her hard work and support throughout the year.

Councillor Hartnett thanked Councillor Potter for the report and the work carried out by the Committee. He was particularly pleased that the work of the Tudor Grange Short Sharp Review had received such positive feedback. He also took the opportunity to thank those Members who were not on the Committee but gave up their time to participate on task and finish groups.

88. URGENT BUSINESS - RECORD OF DECISIONS

Members were informed that there were two items which had been dealt with as urgent business and were for noting. In respect of the Grant re-advertisement the Leader informed Members that there had been a meeting of the Executive Committee immediately prior to this Council meeting when it had been agreed that the £75,000 grant money be awarded to Bromsgrove Citizens Advice Bureau in line with the decision made by the Grants Panel and it was also agreed that the underspend for 2014/15 of £13,332 be allocated to the Council's Framework Agreement.

89. URGENT BUSINESS - GENERAL (IF ANY)

There were no separate items of urgent business to consider at this meeting.

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Election of Borough Council Members for the Wards of Redditch Borough Council Summary of Results

Date of Election : Thursday 07 May 2015

Contested Elections

Abbey

Name of Candidate	Description (if any)	Number of Votes
CHALK Michael John Thomas	The Conservative Party Candidate	1,129 ELECTED
HOWARD Sharon Louise	Green Party	123
MASON Alan Titus	The Labour Party Candidate	1,044
PRESTON Scott Duncan	UK Independence Party (UKIP)	474
THOMAS Diane Elizabeth	Liberal Democrat	219

Vacant Seats: 1 Electorate: 4,675 Ballot Papers Issued: 2,999 Turnout: 64.15%

Rejected Votes: No Marks: 0 Excess Marks: 0 Voter Identity: 2 Void: 10 Rejected: 0

Astwood Bank & Feckenham

Name of Candidate	Description (if any)	Number of Votes
CLAYTON Brandon Frank	The Conservative Party Candidate	1,963 ELECTED
COOPER Gillian Ruth	The Labour Party Candidate	890
KERRY Rosemary	Green Party	187
POWERS Rachel Marie	UK Independence Party (UKIP)	501

Vacant Seats: 1 Electorate: 4,748 Ballot Papers Issued: 3,555 Turnout: 74.87%

Rejected Votes: No Marks: 0 Excess Marks: 3 Voter Identity: 0 Void: 12 Rejected: 0

Batchley & Brockhill

Name of Candidate	Description (if any)	Number of Votes
CLAYTON Anita Janet	The Conservative Party Candidate	1,314 ELECTED
HARRIS John Leonard	UK Independence Party (UK IP)	778
POUND Steven William	Green Party	159
WITHERSPOON John	The Labour Party Candidate	1,304

Vacant Seats: 1 Electorate: 5,992 Ballot Papers Issued: 3,563 Turnout: 59.46%

Rejected Votes: No Marks: 0 Excess Marks: 1 Voter Identity: 0 Void: 7 Rejected: 0

Church Hill

Name of Candidate	Description (if any)	Number of Votes
BRIDLE Peter James	UK Independence Party (UKIP)	828
GEE David Howard	Liberal Democrat	152
HUDSON Maureen Florence	The Conservative Party Candidate	1,208
WHITE Kevin	Green Party	129
WITHERSPOON Patricia June	The Labour Party Candidate	1,311 ELECTE

Vacant Seats: 1 Electorate: 6,212 Ballot Papers Issued: 3,638 Turnout: 58.56%

Rejected Votes: No Marks: 0 Excess Marks: 5 Voter Identity: 0 Void: 6 Rejected: 0

Crabbs Cross

Name of Candidate	Description (if any)	Number of Votes
DEVENEY Louise Mary	Green Party	170
FRY Monica Millicent	The Labour Party Candidate	675
GEE Pamela Ann	Liberal Democrat	157
HARRISON Christopher	UK Independence Party (UKIP)	647
PROSSER Gareth Stanley	The Conservative Party Candidate	1,531 ELECTE

Vacant Seats: 1 Electorate: 4,538 Ballot Papers Issued: 3,192 Turnout: 70.34%

Rejected Votes: No Marks: 0 Excess Marks: 0 Voter Identity: 0 Void: 12 Rejected: 0

Greenlands

Name of Candidate	Description (if any)	Number of Votes
PITT Anthony	Liberal Democrat	200
ROGERS Leslie	UK Independence Party (UKIP)	908
ULLAH Abdul Malik	The Conservative Party Candidate	1,032
WHEELER Jennifer Jean	The Labour Party Candidate	1,369 ELECTE
WHITE Rylma Elaine	Green Party	129

Vacant Seats: 1 Electorate: 6,396 Ballot Papers Issued: 3,650 Turnout: 57.07%

Rejected Votes: No Marks: 0 Excess Marks: 2 Voter Identity: 1 Void: 18 Rejected: 0

Headless Cross & Oakenshaw

Name of Candidate	Description (if any)	Number of Votes
BAKER-PRICE Thomas David	The Conservative Party Candidate	1,962 ELECTE
HINDLE Rita Margaret	Liberal Democrat	244
MOWATT Christopher James	The Labour Party Candidate	1,288
SWANSBOROUGH James Robert	UK Independence Party (UKIP)	871
WAUGH Alistair Derek	Green Party	215

Vacant Seats: 1 Electorate: 6,831 Ballot Papers Issued: 4,598 Turnout: 67.31%

Rejected Votes: No Marks: 0 Excess Marks: 2 Voter Identity: 0 Void: 9 Rejected: 0

Matchborough

Name of Candidate	Description (if any)	Number of Votes
BRADLEY Lee John	Green Party	101
BRUNNER Juliet Ann	The Conservative Party Candidate	1,205 ELECTE
LEWINGTON Michael John	The Labour Party Candidate	899
OLIVER Simon Brookes	Liberal Democrat	156
WALFORD Julie Ann	UK Independence Party (UKIP)	568

Vacant Seats: 1 Electorate: 4,607 Ballot Papers Issued: 2,934 Turnout: 63.69%

Rejected Votes: No Marks: 0 Excess Marks: 1 Voter Identity: 0 Void: 4 Rejected: 0

West

Name of Candidate	Description (if any)	Number of Votes
BUSH David John	Conservative Party Candidate	1,683 ELECTE
COOPER Kira Jayne	UK Independence Party (UKIP)	528
DORMER Matthew Victor	Conservative Party Candidate	1,502 ELECTE
SULLIVAN John Stephen	UK Independence Party (UKIP)	506
VENABLES Simon Edward John	Green Party	275
VICKERY Lillian	The Labour Party Candidate	730
WHITTAKER Fiona Margaret	Green Party	187
WILLIAMS Christopher Paul	The Labour Party Candidate	593

Vacant Seats: 2 Electorate: 4,511 Ballot Papers Issued: 3,304 Turnout: 73.24%

Rejected Votes: No Marks: 2 Excess Marks: 0 Voter Identity: 0 Void: 36 Rejected: 0

Winyates

Name of Candidate	Description (if any)	Number of Votes
BRADLEY Emma Louise	Green Party	163
CHEETHAM Clive James	The Labour Party Candidate	1,288
HASLAM Kathleen Anne	UK Independence Party (UKIP)	1,049
PULSFORD Antonia	The Conservative Party Candidate	1,445 ELECTE
WEBSTER Ian David	Liberal Democrat	225

Vacant Seats: 1 Electorate: 6,464 Ballot Papers Issued: 4,183 Turnout: 64.71%

Rejected Votes: No Marks: 0 Excess Marks: 3 Voter Identity: 0 Void: 10 Rejected: 0

Totals for District Election

Ballot Papers Issued	=	35,616	Votes Cast	=	38,214
Electorate	=	54,974	Votes Rejected	=	146
Turnout %	=	64.79 %			

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APPOINTMENT OF COMMITTEES ETC.

Relevant Portfolio Holder	N/A
Portfolio Holder Consulted	Yes
Relevant Head of Service	Claire Felton, Head of Legal, Equalities and Democratic Services
Ward(s) Affected	All
Ward Councillor(s) Consulted	N/A
Key Decision / Non-Key Decision	Non key

1. SUMMARY OF PROPOSALS

- 1.1 This report sets out the proposed political balance of the Council's Committees and seeks the Council's agreement to these.
- 1.2 Once the Council has agreed the political balance, the Leaders of each of the Political Groups on the Council can nominate to the places on each for their group. Councillors who are not members of a political group are appointed to Committees by the Council.
- 1.3 The Council also makes appointments to other bodies which are not required to be politically balanced. These are listed in the appendix.

2. RECOMMENDATIONS

The Council is requested to **RESOLVE** that

- 1) the Political balance of the Committees of the Council be agreed as set out in paragraph 3.5;
- 3) the arrangement where the seats on the Overview and Scrutiny Committee are not allocated in accordance with the political balance requirements be continued;
- 4) the arrangement where the seats on the Crime and Disorder Scrutiny Panel are not allocated in accordance with the political balance requirements be continued;
- 5) appointments by political group leaders to the places on each Committee etc. be noted;
- 6) the Council appoints the non-aligned Councillor to places on Committees;
- 7) the Council appoints Chairs and Vice-Chairs to the Committees and other bodies as set out in Appendix 1;

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- 8) appointments to Working Groups and other bodies listed in the appendix be agreed.

3. KEY ISSUES

Financial Implications

- 3.1 There are no financial implications arising from this report. The level of members allowances, based on the current number of positions as set out in this report, has been agreed previously by the Council.

Legal Implications

- 3.2 With the exception of the Executive Committee, the Council is required by law to allocate places on its main Committees in accordance with its political make-up. The main requirements are that:
- the number of seats on each Committee allocated to each political group reflects the proportion it holds of the total number of seats on the Council;
 - the Group with the majority of seats on the Council should hold the majority of seats on each Committee.
- 3.3 The definition of a Political Group for these purposes is that it has a minimum of 2 members. After the recent Local Election the composition of the Council is 15 Labour, 13 Conservative and 1 Councillor not in a political group.
- 3.4 The Council is able to decide not to allocate places in accordance with political balance and has done this for the Overview and Scrutiny Committee for a number of years. The convention is that the members who take the majority of seats on the Committee are not from the controlling political group. However, this decision can only take effect if no Councillor votes against it. A similar arrangement has been made for the Crime and Disorder Scrutiny Panel, which is a sub-committee of Overview and Scrutiny Committee.
- 3.5 The table overleaf shows the political balance based on current sizes of Committees:

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Committee	Total places	Labour Group Places – entitled to 22	Conservative Group Places – entitled to 19	Non-aligned Councillors Not entitled on political balance basis but Council allocates position
Audit, Governance & Standards	9	5 (4.66)	4 (4.03)	0
Licensing	11	6 (5.69)	5 (4.93)	0
Planning	9	5 (4.66)	4 (4.03)	0
Overview and Scrutiny	9	5 (4.66) Take 4	4 (2.79)	1
Crime and Disorder Panel	5	3 (2.59) Take 2	2 (2.24)	1
Total	43	Mathematical calculation results in 24 places. This reduces by 2, one each from O&S and Licensing, to balance to 22	Mathematical calculation results in 19 places. Taking an extra place on C&D sub – cttee is balanced out by releasing a place on Licensing	After allocation to groups on political balance rules there are 2 places to be allocated.

Service / Operational Implications

- 3.6 Once the Council has agreed the allocation of seats to the main Committees, the leaders of each political group will nominate members to fill them so that the business of the Council can continue to run smoothly.

Customer / Equalities and Diversity Implications

- 3.7 There are no specific implications arising from this report.

4. RISK MANAGEMENT

There are no specific high level risks arising from this report.

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5. APPENDICES

Appendix 1 - list of Committees and other bodies for appointment.

6. BACKGROUND PAPERS

None

AUTHOR OF REPORT

Name: Sheena Jones
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Appendix

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COMMITTEE MEMBERSHIPS

Note: Any unfilled Chair or Vice-Chair positions will be the subject of decision at the first meetings of the Committees concerned.

Overview and Scrutiny Committee (9)

The Constitution requires that members of political groups not forming part of the controlling political group shall be appointed Chair and Vice-Chair of the O&S Committee.

Chair: Councillor
Vice-Chair: Councillor

Councillors: Members cannot be members of the Executive Committee.

Labour Councillors
Conservative Councillors

Co-opted 2 Trade Union (UNISON) representatives members for employee-related items only.

Named All other members of the Council – non-Executive
Substitutes: For reasons of continuity, substitution is not permitted during Task and Finish reviews.

Substitute: 1 nominated TU representative per Union.
Co-optees

Crime and Disorder Scrutiny Panel (5)

The Terms of Reference of the Crime and Disorder Scrutiny Panel state that the Chair must be a member of the Overview and Scrutiny Committee and be a member of a political group not forming part of the ruling administration.

Chair: Councillor

Councillors:

Labour Councillors
Conservative Councillors

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Task and Finish Groups

There is one Group that due to continue from the last year. For the purposes of continuity it is desirable that the Memberships of existing Groups be continued into the following municipal year. It is also an expectation that Chairs of Task and Finish Groups will be Members of the Overview and Scrutiny Committee.

Provision of Support Networks for the LGBT Community Task Group – due to report July 2015. Current membership is

- Cllr Baker (Chair)
- Cllr Brookes
- Cllr Hopkins
- Cllr Thain

Regulatory Committees

Audit, Governance and Standards Committee (9)

The Committee to comprise elected Members representing all interests of the Authority. For the sake of independence, the Chair not to be a Member of the controlling political group but must be a Borough Councillor

One nominee is sought to oversee fraud monitoring and 2 to oversee risk.

Other members:

Standards:

1 non-voting Parish Council co-optee

Quasi-judicial training is required for the conduct of any Hearings.

Audit and Governance:

1 independent non-voting co-opted member

Chair: Councillor

Vice –Chair: Councillor

Councillors: Labour
Conservative

Named Substitutes: Must have received required training.

Chairing of Sub-Committee will vary according to the circumstances of the Hearing.

Labour Chair for Hearing about Conservative member / Conservative Chair for Hearing about Labour member.

Chair: Councillor

Vice-Chair: Councillor

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Councillors: Labour
Conservative

Named
Substitutes: Not permitted.

Employment Appeals Committee (5)

5 members per hearing – not required to be proportional but representation from both groups is preferred. The Committee will be selected as and when necessary, in consultation with the Chair, from all members of the Council. Training in Quasi-Judicial meetings required. Normally evening meetings, but may occasionally need to meet in the daytime for longer hearings.

Chair:
Vice-Chair:

Councillors Labour
Conservative

Named
Substitutes: Substitution rules do not apply.

Corporate Health, Safety and Welfare Committee (1)

1 RBC Member representative

1 BDC Member representative

To discuss corporate Health and Safety issues.

An internal RBC Officer meeting with Member representation / daytime meetings.

Councillor:

Licensing Committee (11)

Must be no less than 10 and no more than 15

Required, via its Sub-Committees, to deal with applications lodged under the provisions of the Licensing Act 2003 and Gambling Act 2005; and also, via other Sub-Committee(s) to act as Taxi and other Licensing Regulatory Committee. Members can be members of the Executive Committee. There may be daytime and evening meetings of the sub-committee for personal and premises licenses. The taxi/other licensing sub-committee usually meets in the daytime.

Chair:
Vice-Chair:

Councillors: Labour
Conservative

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Named Subject to appropriate training, all other members of the Council.
Substitutes:

Licensing Sub-Committees – A. Personal / Premises / Gambling Act (3 plus reserve)

3-Member Panels drawn from the Licensing Committee

General membership to be agreed by Officers from the membership of the Licensing Committee, in consultation with the relevant Chair, as required per application and currently to include a 4th Reserve Member.

Sub-Committee core membership - 3 Members normally to hear Licensing Act / Gambling Act applications, plus one Reserve:

Councillors:

Licensing Sub-Committees – B. Taxis / Sex Establishments / Other (5)

Labour, Conservative from the Licensing Committee

Mostly daytime meetings. Members must receive training in Quasi-Judicial meetings before they can sit or substitute.

Chair: Ex officio Chair of the Licensing Committee

Vice-Chair:

Councillors: Labour
 Conservative

Named

Substitutes: Substitute Members to be drawn, as required, from list of trained and available Members. Training will be provided as soon as possible to cover any deficit .

PLANNING COMMITTEE (9)

Labour, Conservative

Can be members of the Executive Committee. Members must receive relevant formal training before they can sit or substitute. Training to be updated annually and/or when significant legal, policy or procedural change occurs.

Chair:

Vice-Chair:

Councillors: Labour
 Conservative

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Named
Substitutes:

MEETINGS UNDER SHARED / JOINT ARRANGEMENTS

Shared Services Board (4)

3 Labour, 1 Conservative

To oversee the shared services, joint working and alternative working arrangements of the Council

Chair: Councillor Hartnett RBC, Councillor (BDC)
(previously Leaders by office, who alternate according to meeting venue, other becoming Vice-Chair)

Vice-Chair: As above

RBC Councillors: Labour
Conservative

Fixed membership only

Named 3 named Substitutes – Councillors
Substitutes: All Members are invited to attend and observe

Worcestershire Shared Services Joint Committee

To oversee the shared Regulatory Service.

Chair: To be appointed by the Committee

Vice-Chair: As above

RBC Councillors: 2 appointments from Redditch Borough Council. At least one RBC Member must be a member of the Executive Committee.
Labour
Conservative

Named Substitutes: 2 – one should be a member of the Executive Committee
Substitutes: All Members are invited to attend and observe.

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OTHER MEETINGS

EXECUTIVE ADVISORY PANELS

Advisory Panels are less formal meetings and share memberships from both Executive and Overview & Scrutiny (O&S) members. Potential conflicts of interest should therefore be taken into account for O&S members of Advisory Panels in future scrutiny of resultant Executive decisions. They often meet early evening.

They exist to work up firm proposals on behalf of, and as specified by, the Executive and/or Majority Group(s), as appropriate. They are therefore led by the relevant Portfolio Holder(s).

The panels are not required to be Party proportional, but have been established on those terms to date – the figures are a guide only.

Economic Theme Group (5)

3 Labour, 2 Conservative

To met with representatives of the business community as part of the local strategic partnership arrangements.

Housing Advisory Panel (5)

3 Labour, 2 Conservative

To advise the Executive Committee on Housing-related matters. Membership to include relevant Portfolio Holder as Chair.

Chair: Relevant Portfolio Holder

Vice-Chair:

Councillors: Labour
Conservative

Planning Advisory Panel (“PAP”) (5)

3 Labour, 2 Conservative

To consider all matters associated with the preparation of Development Plan documents or other documents in the local Development Framework. Membership to include relevant Portfolio Holder as Chair.

Chair: Relevant Portfolio Holder

Vice-Chair:

Councillors: Labour
Conservative

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MISCELLANEOUS OTHER MEETINGS:**Constitutional Review Working Party (5)**

3 Labour, 2 Conservative

To provide a pool of senior Executive Committee and O&S Members to assist the Chief Executive and Monitoring Officer with the rolling development of the Constitution and its associated documents; also to consider the development of the Localism agenda. Should ideally include Group Leaders, Portfolio Holder and Senior members of both Executive and O&S Committees.

Chair:

Vice-Chair:

Councillors: Labour
Conservative

Named

Substitutes: Any member of the Council.

Grants Panel (5)

3 Labour, 2 Conservative

To recommend to the Executive Committee grant awards. Members should not have interests which would prevent their membership / close involvement with bodies applying for grant.

Chair:

Vice-Chair:

Councillors: Labour
Conservative
Named

Substitutes: Substitutions do not apply.

Holocaust Memorial Steering Group (5)

3 Labour, 2 Conservative

To organise an annual Holocaust Memorial Event

Chair: Councillor

Vice-Chair: Councillor

Councillors: Labour
Conservative

Named Substitutes not required.

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Member Support Steering Group (5)

3 Labour, 2 Conservatives

To develop and implement a Member Development Programme and review Members' Support arrangements, including IT. Can be any member of the Council – should include both Party Group Member Development Champions .

Chair:

Vice-Chair:

Councillors Labour
 Conservative

Named

Substitutes: All other members of the Council.

Redditch Matters Editorial Panel (3)

2 Labour, 1 Conservative

To act as a consultative body for Officers in respect of the content of the Council magazine.

Chair:

Vice-Chair:

Councillors: Labour
 Conservative

Named

Substitutes: Any member of the Council.

REDDITCH BOROUGH COUNCIL**Annual Council**21st May 2015**BOROUGH COUNCIL REPRESENTATIVES ON
OUTSIDE BODIES**

The various Bodies listed below have requested the Council to appoint persons to them.

Notes: The Council has agreed that:

- 1) more senior Members should be appointed to represent the Council on significant bodies, such as the Council Leader on Regional bodies, and relevant Portfolio Holders as relevant to their Portfolio..
- 2) other Outside Bodies appointments, where senior Members, such as the Council Leader and relevant Portfolio Holders are not required to represent the Council, to be determined by Council.

STRATEGIC APPOINTMENTS

Body	2014/15 Representative(s)	Notes / Terms	Nominees for 2015/16
Local Government Association General Assembly	Cllr B Hartnett	1 Representative for 2014/15 (must be a Councillor) Term : 1 year No liability issues identified.	
West Mercia Police and Crime Panel	Cllr Y Smith (as of Council on 15th Sept.14 Cllr B Hartnett (Substitute as of Council on 8th Dec.14)	1 representative (Relevant Portfolio Holder) and 1 substitute Term: 1 year No liability issues identified	
West Midlands Employers	Cllr P Witherspoon	1 Nominated Representative. Either Relevant Portfolio Holder responsible for Resources and / or Employment or alternatively, the Leader of the Council. Term: To each RBC AGM No liability issues envisaged.	

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Assembly of the District Councils' Network	Cllr B Hartnett (as Leader of the Council)	1 Nomination To represent the Council on the Assembly of this body which is a voice for District Councils within the Local Government Association. The Assembly of the DCN comprises the Leaders of the Member Authorities or equivalent. Term : 1 year No liability issues identified.	
Improvement and Efficiency Social Enterprise (IESE)	Leader of the Council	1 Council Voting Delegate (Leader) to be nominated.	
Greater Birmingham and Solihull Local Enterprise Partnership (GBSLEP)	Cllr J-P Campion, Wyre Forest DC (Cllr B Hartnett) (substitute)	1 (plus 1 Substitute)	
GBSLEP – Joint Committee (Local Supervisory Board)	Leader Ex-officio for Redditch Borough Council. Deputy Leader Ex-officio for Redditch Borough Council	1 Member (Leader) from each constituent Authority plus substitute	
GBSLEP – Joint Committee (Local Transport Board)	Councillor J. P. Campion representing, Bromsgrove, Redditch & Wyre Forest Councils. Cllr P Mould(substitute representative)	1 Member plus 1 substitute to represent the 3 North Worcestershire Councils. Must be the Leader or nominated substitute.	

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<p>GBSLEP - Local Enterprise Partnership - EU Structural and Investment Fund Strategy Committee (ESIF)</p>	<p>Cllr John Fisher (Substitute as of Council on 8th Dec.14) Bromsgrove District Cllr Mike Webb (Representative as of Cabinet on 7th Jan.15)</p>	<p>1 Representative and 1 Substitute from the three North Worcestershire Districts.</p>	
<p>Worcestershire Local Enterprise Partnership (LEP)</p>	<p>Councillor Sherrey, Bromsgrove District Council</p>	<p>1 representative on behalf of the 3 North Worcestershire authorities – required by LEP constitution.</p>	
<p>Worcestershire LEP Area EU Structural and Investment Fund Strategy Committee (ESIF)</p>	<p>Cllr John Fisher (Substitute as of Council on 8th Dec.14) Bromsgrove District Cllr Mike Webb (Representative as of Cabinet on 7th Jan. 15)</p>	<p>1 Representative and 1 Substitute to represent the three North Worcestershire Districts.</p>	
<p>Corporate Parenting Steering Group (Worcestershire County Council)</p>	<p>Cllr Y Smith as of Council on 15th Sept. 14 following change in Portfolio Holder</p>	<p>1 RBC Representative (elected) <u>Must be relevant Portfolio Holder</u> Until next RBC Annual Meeting. (Monthly meetings – approx. 2 hrs each time – generally Friday mornings – 9.30a.m. start) No liability issues identified.</p>	
<p>Redditch Partnership (Local Strategic Partnership)</p>	<p>Leader by Office</p>	<p>1 Member Representative Leader Term : 1 year No liability issues identified.</p>	

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North Worcestershire Community Safety Partnership	Cllr Y Smith	1 representative and one named substitute Term: 1 year Terms of Reference indicate the representative should be the relevant Portfolio Holder, for each district Council has a place on the Partnership Board as an Invitee to Participate. No liability issues identified.	
Waste Management Board (Lead Officer – Guy Revans)	Cllr Debbie Taylor (as relevant Portfolio Holder)	1 representative (Representative must be a Councillor and relevant Portfolio Holder Term : 1 year <u>Note: Meets Friday mornings - 4 times per year</u> No liability issues identified	
Worcestershire Care & Repair Performance Board	Cllr M Shurmer	1 RBC Representative (elected) Until next RBC Annual Meeting. (Normally to be Housing Portfolio Holder) Liability issues to be determined. No information to hand at present time. Unlikely to be an issue.	
Worcestershire Local Transport Body (WLTB)	Cllr P Mould (Representative) As of Council on 8/12/14 Cllr J. Champion – now substitute – noted at Council on 8 th Dec.14	1 representative from North Worcestershire Councils plus one substitute.	

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<p>Health Overview and Scrutiny Committee (Worcestershire County Council)</p>	<p>Cllr P Witherspoon</p>	<p>1 representative (Must be a member of Redditch Borough Council's Overview and Scrutiny Committee).</p> <p>Term : 1 year.</p> <p>Comprises 8 County Councillors and 6 District Councillors who take on the role of scrutinising the local NHS and be consulted with by the NHS on any proposed substantial changes to local health services.</p> <p>Liability issues to be determined but <u>unlikely to be an issue</u>.</p>	
<p>Redditch Highways & Transportation Forum Members Discussion Group (Worcestershire County Council)</p>	<p>Cllr A Mason Cllr J Brunner</p>	<p>Up to 2 Representatives (Must be Councillors)</p> <p>Term: To RBC AGM</p> <p>Role is that of non-voting observers only.</p> <p>No liability issues identified.</p>	
<p>Worcestershire Local Access Forum (Worcestershire County Council)</p>	<p>Cllr A Mason</p> <p>Membership comprises 1 County Council Member; one Member drawn from North District Councils : Redditch or Wyre Forest; and one Member drawn from the Southern Districts = Malvern Hills, Worcester or Wychavon.</p> <p>Bromsgrove DC no longer participate.</p>	<p>1 nomination for further election (must be a Councillor)</p> <p>Term : 1 year</p> <p>(<u>Note</u>: Would be beneficial if the representative had a keen interest in countryside access and recreation issues.)</p> <p><i>Redditch BC 2013/14</i> <i>Wyre Forest 2014/15 (not taken up)</i> <i>Redditch BC 2015/16</i></p> <p>Liability issues to be determined. No information to hand at present time. <u>Unlikely to be an issue</u>.</p>	

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Redditch Children's Centres Advisory Board (Contact Officer: Judith Willis)	Cllr P Hill	1 Representative (must be a Councillor) Term : 1 year Informally advised that there are unlikely to be any liability issues for members of the Advisory Board.	
Town Centre Partnership (Lead Officer – Lyndsey Hadley)	Cllr A Mason Cllr A Brazier	2 Representatives (must be Councillors – one from each Political Group) Term : 1 year No liability issues identified.	
Age Concern Redditch and District Board	Cllr Witherspoon *Chief Executive is authorised to appoint Officer representatives.	1 Councillor plus 1 Officer * Term : 1 year Advised that Age Concern is a Limited company and an official representative from the Council cannot be a full Trustee / Director. Representation is therefore that of a co-opted non-voting Board Member.	
Disability Action Redditch	Cllr N Brookes (+ 1 Conservative vacancy)	2 Representatives Must be Councillors Term : 1 year Advised advisory and representative only, no decision-making role. No liability issues identified.	
Eadie Mews Trust (Formerly known as the Smallwood Almshouses Trust)	Cllr Fry (to AGM 2017)	1 Nomination (must be a Councillor). Term: 4 years (or to each AGM if preferred) Nature of representation: to represent the Borough Council but note Trustee status. No indemnity referred to.	No nomination required unless wish to review.

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		Liabilities of Trustees therefore presumed to be governed by Charities legislation.	
Feckenham Education Endowment (Blue Coat School)	Cllr J Potter	<p>1 Representative</p> <p>Need not be a Councillor</p> <p>Term: 4 years to AGM 2018, although the Council may review representation.</p> <p>No specific information on nature of representation or liabilities but letter confirming limited annual funds available for donation and capital invested with the Charity Commission. Regular financial advice taken and auditing of accounts.</p>	No nomination required unless wish to review.
Federation of Burial and Cremation Authorities (FBCA) – Executive Committee	Cllr Debbie Taylor	<p>1 nomination must be a Councillor</p> <p>Potential appointment for relevant Portfolio Holder but not a requirement. Nominations to be submitted by mid-June <u>at the latest</u> for submission to their AGM in September for consideration.</p> <p>Term : 3 years</p> <p>No liability issues identified.</p>	No nomination required unless wish to review.
Redditch Co-operative Homes	Cllrs A Brazier, B Hartnett, D Thain and P Witherspoon	<p>4 Nominations (must be Councillors)</p> <p>Term : 1 year</p> <p>Nature of representation: to primarily represent the Organisation and not the Borough Council. Notified in 2014 that only 4 nominations were now required.</p> <p>Liability appears appear to be limited providing there are no breaches of duty or trust.</p>	

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Redditch Arts Council	Cllrs Brazier, Fisher and Mould	3 Representatives Must be Councillors Term : 1 year No liabilities identified / unlikely to be any liabilities.	
Redditch One World Link Executive Committee	Cllr Mason and Cllr R Smith Mr E Ebanks (non-elected representative (one non-elected representative vacancy))	4 Representatives 2 Councillors, 1 Council Officer and 2 non-elected representative Nominations should not include the Mayor who is a Member ex-officio*. Term : 1 year Liability appears to be limited, provided there are no breaches of duty or trust.	
St Stephen's Church, Redditch Project Group (Lead Officer – Lyndsey Berry)	Cllr P Witherspoon	1 Member Representative (Must be a Councillor) Term: not specified by Group but suggest AGM to AGM Day time meetings. Full nature of role and issues of liability not determined. Advised in 2010 the Group was seeking legal advice regarding measures to indemnify Project Group members. No update received to date.	
Tardebigge Relief in Need and Sickness Charity	Cllr Fry to AGM 2015 Cllr D Thain (to AGM 2018)	(2 Representatives - (Must be Councillors) Term : 4 years. (or to each AGM if preferred) The Charity is governed in accordance with the Charity Commission Scheme and strict rules apply.	

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PATROL Traffic Penalty Tribunal (Civil Parking Enforcement)	Cllr P Mould (Deputy – Cllr Braley)	1 Representative plus 1 Deputy (must be Councillors) Term: AGM to AGM No liabilities identified / unlikely to be any liabilities.	
'Where Next' Association	Cllr W King Cllr G Hopkins	2 Representative must be Councillors – <i>2 places variation previously agreed</i> Term : 1 year to Council's AGM Nature of representation: to represent the Borough Council. Liability appears to be limited.	

NOTES:

- 1) This list does not include all Council appointments to outside bodies, since some are made at other times during the year, or less frequently than once per year.
- 2) Nominations marked "Not required" because current memberships are mid-term, may still be reviewed if the Council wishes, and may clearly need to be reviewed where Council membership has changed.
- 3) The Council has delegated authority to the Chief Executive to make Officer appointments as appropriate; and to fill Member vacancies, in consultation with Party Group Leaders, where the full Council has agreed which party(ies) is/are due which places.
- 5) This list does not contain reference to places on those bodies which are occupied by the Mayor by virtue of his/her official capacity, namely:-

Twinning Bodies:

The Mayor is appointed to the following bodies by office:

Friends of Auxerre (FoA) – President

Friends of Gruchet-le-Valasse (FroG) – President.

Redditch One World Link (ROWL - Mtwara Twinning) – President

