



Executive Committee

Tue 25 Nov
2014
7.00 pm

Committee Room 2
Town Hall
Redditch

REDDITCH BOROUGH COUNCIL

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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
Debbie Parker Jones
Democratic Services Officer**

**Town Hall, Walter Stranz Square, Redditch, B98 8AH
Tel: 01527 64252 Ext: 3257
e.mail:d.parkerjones@bromsgroveandredditch.gov.uk**



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7.00 pm

Committee Room 2 Town Hall

Agenda

Membership:

Cllrs: Bill Hartnett (Chair) Phil Mould
 Greg Chance (Vice-Chair) Mark Shurmer
 Juliet Brunner Yvonne Smith
 Brandon Clayton Debbie Taylor
 John Fisher

<p>1. Apologies</p>	<p>To receive the apologies of any Member who is unable to attend this meeting.</p>
<p>2. Declarations of Interest</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.</p>
<p>3. Leader's Announcements</p>	<p>1. To give notice of any items for future meetings or for the Executive Committee Work Programme, including any scheduled for this meeting, but now carried forward or deleted; and</p> <p>2. any other relevant announcements.</p> <p>(Oral report)</p>
<p>4. Minutes (Pages 1 - 10) Kevin Dicks, Chief Executive</p>	<p>To confirm as a correct record the minutes of the meeting of the Executive Committee held on 28th October 2014.</p> <p>(Minutes attached)</p>
<p>5. Public Service Network Compliance (Pages 11 - 16) Deb Poole, Head of Business Transformation and Organisational Development</p>	<p>To consider a report from the Head of Transformation and Organisational Development, on action required to comply with the Public Services Network and seeking a release of funds to achieve this.</p> <p>(No Direct Ward Relevance)</p>

<p>6. Council Tax Support Scheme 2015/16 (Pages 17 - 20) Amanda de Warr, Head of Customer Access and Financial Support</p>	<p>To consider the enclosed report seeking approval of the proposed Council Tax Support Scheme for 2015/16, which is based on the draft scheme approved by the Executive Committee on 28th October.</p> <p>All Wards</p>
<p>7. Land Adjacent to the Alexandra Hospital - disposal (Pages 21 - 28) Amanda de Warr, Head of Customer Access and Financial Support</p>	<p>To consider the enclosed report seeking approval to declare land at Nine Days Lane surplus and readiness to market and the transfer of access rights to the Homes and Communities Agency (HCA).</p> <p>Please note that there is an exempt appendix to this report which has been circulated to members of the Committee only.</p> <p>(Abbey Ward)</p>
<p>8. Home Improvement Agency (Pages 29 - 32) Judith Willis, Head of Community Services</p>	<p>To consider a request for delegated authority to accept a tender for the re-letting of the Home Improvement Agency contract.</p> <p>(No Direct Ward Relevance)</p>
<p>9. Joint Property Vehicle Full Business Case (Pages 33 - 46) Jayne Pickering, Executive Director, Finance and Resources</p>	<p>To consider a report updating the Committee on the Joint Property Vehicle initiative.</p> <p>Due to the size of the document the full business case has been printed as a separate document and copies have been placed in Group Rooms for Councillors. It is also published with the agenda on the Council's website.</p> <p>(No Specific Ward Relevance)</p>
<p>10. Overview and Scrutiny Committee (Pages 47 - 58) Kevin Dicks, Chief Executive</p>	<p>To receive the minutes of the meeting of the Overview and Scrutiny Committee held on 21st October 2014</p> <p>There are two recommendations in the minutes, at minute no's 40 and 41. The recommendations at minute no. 40, Fees and Charges pre-scrutiny, were considered by the Executive at its previous meeting on 28th October.</p> <p>(Minutes attached)</p>

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<p>11. Shared Services Board (Pages 59 - 62) Kevin Dicks, Chief Executive</p>	<p>To receive the notes of the meeting of the Shared Services Board held on 6th November 2014.</p>
<p>12. Minutes / Referrals - Overview and Scrutiny Committee, Executive Panels etc. Kevin Dicks, Chief Executive</p>	<p>To receive and consider any outstanding minutes or referrals from the Overview and Scrutiny Committee, Executive Panels etc. since the last meeting of the Executive Committee, other than as detailed in the items above.</p>
<p>13. Advisory Panels - update report (Pages 63 - 64) Kevin Dicks, Chief Executive</p>	<p>To consider, for monitoring / management purposes, an update on the work of the Executive Committee's Advisory Panels and similar bodies, which report via the Executive Committee. (Report attached)</p>
<p>14. Action Monitoring (Pages 65 - 66) Kevin Dicks, Chief Executive</p>	<p>To consider an update on the actions arising from previous meetings of the Committee. (Report attached)</p>

<p>15. Exclusion of the Public</p>	<p>Should it be necessary, in the opinion of the Chief Executive, to consider excluding the public from the meeting in relation to any items of business 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 I of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, 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 (<i>to be specified</i>) of Part 1 of Schedule 12 (A) of the said Act, as amended.”</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>may need to be considered as ‘exempt’.</p>
<p>16. Environmental Services Transformation and Shared Services Restructure</p> <p>(Pages 67 - 112)</p>	<p>To consider the report and business case relating to the proposed restructure of Environmental Services.</p>
<p>17. Confidential Minutes / Referrals (if any)</p>	<p>To consider confidential matters not dealt with earlier in the evening and not separately listed below (if any).</p>