



Overview and Scrutiny Committee

Monday, 10th
November, 2014
6.30 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.
- 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:
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If you have any queries on this Agenda or any of the decisions taken or wish to exercise any of the above rights of access to information, please contact

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

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Welcome to today's meeting.

Guidance for the Public

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

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Fire/ Emergency instructions

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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

Monday, 10th November, 2014

6.30 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

1. Apologies and named substitutes	To receive apologies for absence and details of any Councillor (or co-optee substitute) nominated to attend this meeting in place of a member of this Committee.
2. Declarations of interest and of Party Whip	To invite Councillors to declare any Disclosable Pecuniary Interests or Other Disclosable Interests they may have in items on the agenda, and to confirm the nature of those interests, and any Party Whip.
3. Budget to Strategic Purposes - Overview (Pages 1 - 18) Jayne Pickering, Executive Director, Finance and Resources	To enable Members to review and scrutinise the costs associated with the strategic purposes of the Council. (Report attached) All Wards

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4. Exclusion of the Press and Public

Should it be necessary, in the opinion of the Borough Director, during the course of the meeting to consider excluding the public from the meeting on the grounds that exempt information is likely to be divulged, it may be necessary to move the following resolution:

“That, under S.100 (A) (4) of the Local Government Act 1972, the public be excluded from the meeting for the following matter(s) on the grounds that it/they involve(s) the likely disclosure of exempt information as defined in the relevant paragraphs (to be specified) of Part 1 of Schedule 12 (A) of the said Act”.

These paragraphs are as follows:

Subject to the “public interest” test, information relating to:

- Para 1 – any individual;
- Para 2 – the identity of any individual;
- Para 3 – financial or business affairs;
- Para 4 – labour relations matters;
- Para 5 – legal professional privilege;
- Para 6 – a notice, order or direction;
- Para 7 – the prevention, investigation or prosecution of crime;

and may need to be considered as ‘exempt’.

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BUDGET TO STRATEGIC PURPOSE OVERVIEW

Relevant Portfolio Holder	Cllr John Fisher
Portfolio Holder Consulted	Yes
Relevant Head of Service	Jayne Pickering (Exec Director)
Wards Affected	All
Ward Councillor Consulted	None specific

1. SUMMARY OF PROPOSALS

To enable Members to review and scrutinise costs associated with strategic purposes and the current summary position for the financial plan.

2. RECOMMENDATIONS

The Overview and Scrutiny Committee is asked to consider the costs associated with the delivery of the strategic purposes and to identify any areas of cost that require further scrutiny.

3. KEY ISSUES**Financial Implications**

- 3.1 As members are aware Council in February 2014 agreed a one year budget for 2014/15. This was due to the transformational changes that officers are working on which will generate savings for future years which could not be detailed earlier in the year.
- 3.2 Officers are continuing to work through the detail of their budgets across the Council's strategic purposes, with a number of costs having already been identified for further detailed work. Managers were also developing savings which were as a result of reducing waste in their systems (unnecessary procedures and processes which currently cost the Council money), and were reducing the cost of the enabling services (services that did not add value to the Council's customers). Heads of Service were also looking at how they could deliver their services differently by bringing in alternative service providers or providing more service for a reduced cost. These proposals will be factored into future reports to be considered by Overview and Scrutiny.
- 3.3 The current position for 2015/16 is a shortfall of approximately £1.7m. The exact Government Grant settlement will not be made available to the Council until later in December, however it is assumed that this will not be significantly different to the current estimate. There are a number of specific areas that officers are investigating to realise reductions in cost to meet the shortfall including:

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- Alternative delivery of leisure services across the Borough
- Redesigning of the structure associated with the new “place” arrangements
- Reviewing corporate costs

3.4 It is estimated that the position for the following two years will not improve with further reductions to Government Grant being projected. If there was a further 10% cut in Support Grant this would equate to around £200k.

3.5 There are a number of assumptions included in the budget projections:

- 1% pay award estimate relation to inflationary increase. This will be subject to the National negotiation that the Council is signed up to.
- General inflationary increases in relation to contract arrangements
- Inclusion of the provisional settlement for 2014/15 and 2015/16
- 3% increase in fees and charges (where appropriate)
- Increased pension contributions as agreed with the actuary to reduce the pension fund deficit over a 21 year period
- An estimation of the New Homes Bonus income for 2015/16
- Additional income estimated in relation to the Business Rates receivable by the Council

Transformation

3.6 The significant reductions in funding are not anticipated to improve for a number of years and therefore officers have looked at alternative ways to deliver savings whilst improving services to the community. As previously reported the services provided by the Council are undergoing transformational change using a different approach to assessing the value provided by the service. This work will focus on the purpose of services to the community and will aim to realise savings and protect those services that create value to our customers.

3.7 Officers will continue to review the financial position of the authority within a framework of financial principles. These are:

- Reduce Waste in a system (Stop it now)
- Design a new system to reduce waste and cost
- Reduce the costs associated with enabling service provision rather than those that create the value to the customer.

3.8 There are three levels of costs associated with services delivered by the Council;

- Create Value – these are the costs to deliver front line service, those which create real value to the customer

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- Add Value – these costs provide support to those services on the front line. They add value to the customer but do not directly deliver the service
- Enable – there are a number of costs that relate to the enabling functions across the Council. These include the management and support services that provide advice and support to the services who add and create value. As part of the financial principles officers are looking at the ratio of the cost of the enabling function compared with those that create value with the aim to align resources to those that provide the most value to our customers.

3.9 Strategic Purposes.

The Council has 6 Strategic Purposes;

- Provide Good Things for me to See, Do and Visit
- Keep my Place Safe and Looking Good
- Help me be Financially Independent
- Help me find Somewhere to Live in my Locality
- Help me live my life independently
- Help me Run a Successful Business

3.10 In addition costs associated with the enabling services (supporting the organisation) form part of the total costs of the Council.

3.11 Appendices 1 - 6 include the 2014/15 budgets for every service undertaken by the Council aligned with the Strategic Purposes. In addition the enabling costs are shown. It is worth noting that the service areas reflect statutory descriptions for service provision from the accounting system and may not always seem reflective of some of the services provided by the Council. In addition the allocation to the Strategic Purposes is based on the data we have available to best fit the service against the purpose.

3.12 The budgets are shown as gross expenditure less income. It is worth noting that any shared service budgets include both the cost and the income chargeable to Bromsgrove District Council.

3.13 It is proposed that the Board identify a number of service areas whereby short scrutiny exercises can be undertaken to detail the value of the spend against the demand for the service by our community. Members are asked to consider the information and request any further information from officers.

Measures

3.14 Measures show how the services we provide link to the purposes of the Council and reflect how we are meeting demand and customer expectation in those services. The aim is to clearly demonstrate that

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the measures drive the costs of the Council to ensure we are focusing our funds on those areas that require additional support. It is anticipated that measures will be reported to the Executive shortly, however should members wish they can discuss the measures with the relevant Heads of Service.

Service / Operational Implications

- 3.15 The MTFP will enable services to be maintained and, where achievable, improvements to the community.

Customer / Equalities and Diversity Implications

- 3.16 Consideration of the budget at an early stage will ensure that any resulting consultation can be undertaken with the public.

4. RISK MANAGEMENT

To mitigate the risks associated with the financial pressures facing the Authority regular monitoring reports are presented to both officers and Members to enable proactive action being undertaken to address any areas of concern.

5. APPENDICES

- Appendix 1 – Enabling Services
- Appendix 2 – Provide Good things for me to see, do and visit
- Appendix 3 - Help me be Financially Independent
- Appendix 4 – Help me run a successful business
- Appendix 5 – Keep my place safe and looking good
- Appendix 6 – Help me to find somewhere to live in my Locality
- Appendix 7 – Help me live my life independently

AUTHOR OF REPORT

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ENABLING SERVICES

	NET BUDGET 2014/15 £
Management - Meeting Rooms	86,860
Chief Executive	83,930
Legal Services	272,550
Corp Strategy	86,480
Finance	459,110
Payments	77,930
Audit Services	108,710
Members & Committee Services	172,670
Electoral Services	68,730
Head Of Legal, Equal & Dem Services	47,680
P A & Directorate Support	167,230
Executive Director Leisure, Environment, Community	65,230
Business Transformation	64,210
Print Facilities	158,320
Central Switchboard	77,380
Leisure & Cultural Management	71,339
Customer Service Centres	491,242
Print & Reprographic Unit	73,190
IT Services	759,550
Head Of Business Transformation	47,580
Head Of Leisure & Cultural Services	47,960
IT Licenses	154,111
Executive Director Finance and Resources	57,620
Communications	58,780
Payroll	78,660
Head Of Planning & Regeneration	48,860
Head Of Customer Services	46,160
Executive Director Planning and Regeneration	29,950
Human Resources	392,090
Environmental Serv Management	48,950
Head Of Community Services	49,560
Head Of Environmental Services	49,430
Asset Maintenance	140,510
Public Buildings	156,810
Income & Recovery	150,920
Administrative Buildings	931,228
Caretakers	43,064
Post Room/Messenger Service	83,380
Inland Revenue Offices	-5,000
Business Dev Manager	27,352
Business Development Services	59,649
Redditch Partnership	45,550
Cleaners	119,160
Surplus Property	32,730

In Curtilage Car Parking	4,800
Local Democracy Week	1,000
Corporate Traineeships	20,820
Corporate Staff Costs	189,140
Democratic Rep & Management	1,000
Corporate Expenses	997,266
Corporate Activities	7,000
Procurement	41,485
Corporate Subscriptions	25,930
Register Of Electors	49,220
Election	113,080
Members Services	164,870
Civic Expenses	9,890
Civil Emergency Planning	15,000
Climate Change	12,720
Energy Conservation	11,280
Stores Oncost Account	146,960
Mechanics Oncost	209,340
Vehicle Workshop	72,570
Pooled Vehicles	3,650
Surestart Support	43,110
Insurance Premiums	624,216
Sports Services Manager	49,482
Cultural Services Manager	59,896
Sports Dev Management	91,536
Arts & Events Management	39,100
Parks & Green Spaces M'Ment	64,832
L'Scape & Cntryside/Waste Mngt	561,110
TOTAL	9,917,708

PROVIDE GOOD THINGS FOR ME TO SEE DO AND VISIT

	NET BUDGET 2014/15 £
Abbey Stadium	113,408
Abbey Resaleable Equipment	-150
Reddicard	-25,651
Arrow Valley C'Side Centre	15,980
Stitch Meadows	-5,000
Redditch Leisure Events	60,410
Pitcheroak Golf Course	15,863
Arrow Vale Sports Centre	14,920
A/Vale Resaleable Equipment	-150
Arrow Vale Fitness Suite	14,950
Kingsley Sports Centre	97,241
Kingsley Resaleable Equipment	-100
Playing Fields/Changing Rooms	85,577
Play Areas	132,998
Arts Project	8,170
Palace Theatre	297,365
Palace Theatre Bar	-43,185
Rbc Sports Development	31,779
Forge Mill Museum	188,293
Forge Mill Museum Shop	-7,275
Bordesley Meadows	9,800
Forge Mill Events	-6,500
Needles Coffee Bar	-1,854
Batchley C C	12,863
Hawthorn Rd C C	-4,660
Winyates Barn M R	31,753
Matchborough East M R	27,290
Salop Road M R	250
Woodrow M R	18,480
Oakenshaw M R	11,506
Windmill M R	-1,685
Matchborough West M R	2,310
Winyates Green M R	-2,252
Church Hill C C	17,900
Bryant Place	5,930
Redi (Learn Direct)	34,426
Sponsorship	-25,000
Rbc Christmas Lights	22,000
Street Lighting	10,580
Civil Parking Enforcement	-5,500
Pay & Display Car Parks	490
Civic Suite	3,541
Allotments	-3,966

TOTAL 1,153,145

HELP ME BE FINANCIALLY INDEPENDENT

	NET BUDGET 2014/15 £
Benefits	714,450
Local Taxation	325,510
Building Control	147,340
Hra Rent Rebates	-342,250
Non Hra Rent Rebates	5,900
Rent Allowances	-272,330
Council Tax	-137,060
TOTAL	441,560

HELP ME RUN A SUCCESSFUL BUSINESS

	NET BUDGET 2014/15 £
Economic Development	161,100
Estates Unit	203,080
Asset Disposal	10,000
M'Ment Of Investment Props	-1,520
Investment Properties	42,099
Business Centres	35,800
Other Land Holdings	80
Comm. Related Asset Property	-339,380
Former Market	1,890
Market	-38,590
Illuminated Signs	-1,300
Grants To Vol Sector	282,160
Business Rates	-103,820
Regulatory Payments	583,800
Health Administration	-17,500
Licensing	-45,960
Taxi Licensing	-126,510
TOTAL	645,429

KEEP MY PLACE SAFE AND LOOKING GOOD

	NET BUDGET 2014/15 £
Cleansing Team	914,440
Underpass Maint Operative	5,720
L'Scape & Countryside	39,370
Landscape Team	1,363,130
Landscape Team - Cemeteries	75,510
Engineering And Design	124,470
Development Management	333,130
Development Plans	199,280
Land Drainage	197,400
Bus Shelters General	18,990
Street Naming And Numbering	12,000
Waste Collection Team	957,590
Recycling	18,850
Waste Collection General	10,430
Street Cleans General	2,000
Abandoned Vehicles	-1,320
Enforcement Officers	92,510
Travellers & Unauth Campers	14,090
Rbc Bereavement Services	-373,202
Grazing Project	9,890
Pks Open Space & Leisure Netwk	592,402
L'Scape & Countryside Maint	-70,430
Ex-Housing Landscape Costs	205,130
Anti-Social Behaviour	159,400
Community Safety	92,010
Cctv Operating Costs	377,454
Non Adopted H'Ways Inspection	75,000
TOTAL	5,445,244

HELP ME FIND SOMEWHERE TO LIVE IN MY LOCALITY

	NET BUDGET 2014/15 £
Housing Policy	192,270
Hsg Options	484,420
Homelessness Grant	98,910
Bed And Breakfast Payments	3,500
Loans To Hsg Assoc	-400
Leased Dwellings	1,030
Land Charges	-22,920
Planning Applications	-181,130
Local Development Framework	89,200
Local Plans	4,000
Building Control Service	-120,720
TOTAL	548,160

HELP ME LIVE MY LIFE INDEPENDENTLY

	NET BUDGET 2014/15 £
Lifeline - Support	-84,660
Care & Repair	50,000
Shopmobility Gen.Running Costs	63,030
Concessionary Fares	86,000
Dial-A-Ride	192,010
TOTAL	1,066,290

