



# Overview and Scrutiny Committee

Tuesday, 9th June, 2015  
7.00 pm

Committee Room Two  
Town Hall  
Redditch



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**If you have any queries on this Agenda please contact  
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# Overview and Scrutiny Committee

Tuesday, 9th June, 2015

7.00 pm

Committee Room 3 Town Hall

## Agenda

### Membership:

Cllrs:	Jane Potter (Chair)	Gareth Prosser
	Gay Hopkins (Vice-Chair)	Paul Swansborough
	Joe Baker	Jennifer Wheeler
	David Bush	Nina Wood-Ford
	Andrew Fry	

<p><b>1. Apologies and named substitutes</b></p>	<p>To receive apologies for absence and details of any Councillor (or co-optee substitute) nominated to attend this meeting in place of a member of this Committee.</p>
<p><b>2. Declarations of interest and of Party Whip</b></p>	<p>To invite Councillors to declare any Disclosable Pecuniary Interests or Other Disclosable Interests they may have in items on the agenda, and to confirm the nature of those interests, and any Party Whip.</p>
<p><b>3. Minutes</b> (Pages 1 - 6)</p>	<p>To confirm the minutes of the most recent meeting of the Overview and Scrutiny Committee as a correct record.</p> <p>(Minutes attached)</p> <p><b>(No Specific Ward Relevance)</b></p>
<p><b>4. Leisure Services Pre-Scrutiny Briefing Report - Stage 1</b> (Pages 7 - 18)</p> <p>John Godwin, Head of Leisure and Cultural Services</p>	<p>To consider a report setting out the scope that was provided by Officers to external consultants regarding the future operation of Leisure Services.</p> <p>(Report attached)</p> <p><b>(No Specific Ward Relevance)</b></p>
<p><b>5. Feedback from the Overview and Scrutiny Training</b></p> <p>Councillor Jane Potter</p>	<p>To consider feedback from the Overview and Scrutiny training held on 9th June 2015 and to determine whether any of the subjects raised during the training are suitable for further scrutiny.</p> <p>(Report to follow).</p> <p><b>(No Specific Ward Relevance)</b></p>

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<p><b>6. Overview and Scrutiny Recommendation Tracker</b>  (Pages 19 - 28)</p>	<p>To consider the latest updates on work undertaken to implement outstanding Overview and Scrutiny recommendations.  (Report attached)  <b>(No Specific Ward Relevance)</b></p>
<p><b>7. Executive Committee Minutes and Scrutiny of the Executive Committee's Work Programme</b>  (Pages 29 - 34)</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.  (Minutes attached and Work Programme to follow).  <b>(No Specific Ward Relevance)</b></p>
<p><b>8. Overview and Scrutiny Work Programme</b>  (Pages 35 - 38)</p>	<p>To consider the Committee's current Work Programme, and potential items for addition to the list arising from:</p> <ul style="list-style-type: none"><li>• The Forward Plan / Committee agendas</li><li>• External publications</li><li>• Other sources.</li></ul> <p>(Report attached)</p>
<p><b>9. Task Groups - Progress Reports</b>  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.  The current reviews in progress are:</p> <p>a) Provision of Support Networks for the LGBT Community Task Group – Chair, Councillor Joe Baker.</p> <p>(Oral reports)</p>
<p><b>10. Health Overview and Scrutiny Committee</b>  Councillor Pat Witherspoon</p>	<p>To receive a verbal update on the recent work of the Worcestershire Health Overview and Scrutiny Committee.  (Verbal report)</p>

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## 11. Exclusion of the Press and Public

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

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

These paragraphs are as follows:

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

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

and may need to be considered as ‘exempt’.





# Overview and Scrutiny Committee

Tuesday, 7th April, 2015

## MINUTES

### Present:

Councillor Jane Potter (Chair), and Councillors Carole Gandy, Alan Mason, Paul Swansborough and Pat Witherspoon

### Also Present:

Councillor Andrew Brazier

### Officers:

K Dicks and S Singleton

### Democratic Services Officers:

J Bayley and A Scarce

### 94. APOLOGIES AND NAMED SUBSTITUTES

An apology for absence was received from Councillor Andrew Fry.

### 95. DECLARATIONS OF INTEREST AND OF PARTY WHIP

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

### 96. MINUTES

#### RESOLVED that

**the minutes of the meeting held on 3rd March 2015 be confirmed as a correct record and signed by the Chair.**

### 97. FUTURE MANAGEMENT OF REDDITCH MARKET - PRE-SCRUTINY

The Chair reminded Members that they had agreed to hold this extra meeting at an earlier time in order to pre-scrutinise the Future Management of Redditch Market report. She expressed her disappointment in the content of the report and commented that this was not what the Committee had been expecting. Instead, she

.....  
Chair

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explained that she had understood that the Committee would be given the opportunity to pre-scrutinise the consultant's report.

Officers explained that at the Portfolio Holders' Briefing it had been agreed that the consultant's report would not be considered until a later date. In the meantime rather than go out with a full procurement exercise Officers had been asked to go for a period of soft market testing. Members were assured that the Overview and Scrutiny Committee would be given the opportunity to pre-scrutinise the subsequent report on the future of the market, which it was anticipated would contain more specific recommendations including the consultants' report, if Members so wished.

Members of the Committee expressed serious concerns around the decision which had been made, and suggested that this demonstrated that little regard had been shown for the role of the Overview and Scrutiny function in this decision. It was also commented that this would mean further delay to the process. Members noted that the delay was disappointing, particularly given that this meeting of the Committee had been arranged specifically to look at the consultant's report. Whilst the Committee agreed that they had no objection to the soft market testing taking place, Members concurred that it was still important for them to see the consultant's report.

Officers explained that an approach had been made by the Redditch Town Centre Partnership with a view to putting forward a proposal to take over the running of the market. If the procurement exercise, as suggested within the consultant's report, had been followed it might have precluded action in response to the partnership's suggestion. Whilst the Council wished to ensure that all the criteria within the report were met, it was important to ensure that the Council consider all options available.

It was highlighted that the areas raised within the report were those which had been brought forward by the Market Task Group over two years before. Members commented that it was imperative that this matter was brought to a satisfactory and speedy conclusion in order for all those concerned to move forward and the necessary improvements be made to the market as quickly as possible. In particular, concerns were expressed about the continuing impact of delays on existing market stall holders.

## **RECOMMENDED that**

- 1) the Overview and Scrutiny Committee be allowed to see a copy of the consultant's report; and**



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- 2) the Executive Committee note the Overview and Scrutiny Committee's disappointment with the way in which this report had been handled and the disregard shown to the Committee in failing to permit them access to a copy of the consultant's report.

## 98. TASK GROUP REVIEWS - DRAFT SCOPING DOCUMENTS

The Chair explained that this proposal had been brought forward as a starting point for discussion and that it might be more appropriate for the investigation to be carried out by the Committee as part of its Work Programme, with the addition of special meetings in the new municipal year if necessary. The following points were raised during the subsequent discussions:

- It was important that the Committee received details of the background to the choice of consultant and details of the terms of reference which they had been provided with.
- The reasons for the consultation and any conflicts of interest within the Leisure Team.
- Any presentations provided by the Head of Service and Consultants needed to be carried out independently.
- The different options available in respect of a Leisure Trust.
- The areas which had been considered by the Abbey Stadium Task Group.
- Sight of the report which would be considered by the Executive Committee being received in a timely manner. Members were concerned that previously when they had tried to carry out pre-scrutiny work the report had not been made available to them until 24 hours prior to their meeting due to restrictions over the Overview and Scrutiny Committee's access to final reports.
- The importance of the Committee having a clear understanding of the facts in respect of this matter.

Officers explained that in order to pre-scrutinise items on the Executive's Work Programme it was not always necessary for them to receive the actual report. This work could for example be carried out by a number of briefings. However, it was accepted that this was difficult when items were not necessarily included on the Work Programme in a timely manner and therefore this was being addressed by senior management.

Members discussed the potential timescale for the work to be carried out by the Committee and after further discussion it was

**RESOLVED that**

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- 1) the Head of Leisure and Cultural Services be invited to the next meeting of the Committee to present the terms of reference and specification in respect of the consultation;
- 2) the consultants be invited to attend a subsequent meeting to present on the subject of its findings; and
- 3) the Committee carry out pre-scrutiny of the final report prior to it being considered by the Executive Committee.

99. **TACKLING OBESITY TASK GROUP - FEEDBACK FROM THE EXECUTIVE COMMITTEE**

Officers explained that the Tackling Obesity Task Group's report had been considered by the Executive Committee and its response was attached as an appendix to the report. The Executive Committee had noted the recommendations and suggested that the report's findings be referred to partner organisations. Officers had provided five options within the body of the report and it was now in the gift of the Committee, as the parent body, to decide what, if any, further action to take. It was highlighted to Members that there were only two recommendations which would be suitable for consideration by partner organisations as the third and fourth recommendations required action from the Council.

The Chair expressed her disappointment at what appeared to be the Executive Committee's lack of commitment to what was a serious issue within the Borough. Members commented on the lack of response received from the Redditch and Bromsgrove Clinical Commissioning Group (CCG). It was suggested that it might be appropriate for the report to be presented to the Health and Wellbeing Board as the CCG was a member. Concerns were expressed that if the report was presented to the Redditch Community Wellbeing Group no further action would be taken. However, it was highlighted that, as detailed in the report, a lot of good work was being carried out and the Redditch Community Wellbeing Trust would be in a good position to disseminate the information to other partners.

Further discussion followed in respect of monitoring the outcomes of the work. Members agreed it was important that the Committee received feedback from the organisations that it referred the report on to for further action.

**RESOLVED that**

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- 1) **the Tackling Obesity Task Group's final report be presented at meetings of the Redditch Community Wellbeing Trust and the Health and Wellbeing Board; and**
- 2) **the Redditch Community Wellbeing Trust and the Health and Wellbeing Board be asked to respond to recommendations 1 and 2 of the Tackling Obesity Task Group's final report and to provide the Overview and Scrutiny Committee with feedback after considering the report.**

As this was the last Overview and Scrutiny Committee meeting of the municipal year the Chair took the opportunity to thank all Members and Officers for their support. Particular reference was made to thank Councillor Carole Gandy who had confirmed she would be standing down at the local elections in May 2015.

The Meeting commenced at 4.35 pm  
and closed at 5.23 pm



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**LEISURE SERVICES BRIEFING REPORT: STAGE 1**

Relevant Portfolio Holder	Councillor Pat Witherspoon, Portfolio Holder for Leisure and Tourism
Portfolio Holder Consulted	No
Relevant Head of Service	John Godwin, Head of Leisure and Cultural Services
Ward(s) Affected	No specific ward relevance.
Non-Key Decision	

**1. SUMMARY OF PROPOSALS**

This report provides further information about the scope that was provided by Officers to external consultants regarding the future operation of Leisure Services.

**2. RECOMMENDATIONS**

The Committee is asked to **RESOLVE:**

- 1) the report be noted; and
- 2) to identify relevant issues arising from this report which require further scrutiny, if any, in relation to the future operation of leisure services.

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

- 3.1 The Overview and Scrutiny Committee launched a Task Group review of the Abbey Stadium in 2013. Following consideration of the findings from this review it was agreed by the Executive Committee in June 2014 that:
  - a) the Council should explore the options for a leisure trust to manage some or all of its facilities, including the Abbey Stadium; and
  - b) the Overview and Scrutiny Committee should be given the opportunity to pre-scrutinise any final business case relating to the future operation of some or all of the Council's leisure facilities, including the Abbey Stadium, prior to its submission to the Executive Committee.
- 3.2 In April 2015 the Overview and Scrutiny Committee received a completed scoping document which proposed that a Task Group review should be launched to investigate both current service provision and future options for the delivery of leisure services in the Borough. The Committee did not eventually decide to launch a Task Group review of this subject. However, it was agreed that detailed pre-scrutiny of an item listed on the Executive Work Programme, entitled '*Review of*

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*Operation of Leisure Services*", should be adopted in line with previous decisions on this subject.

- 3.3 The Committee agreed to undertake this pre-scrutiny work in stages as whilst Members felt that every element of the debate was important, they agreed it would not be appropriate for all Officers to be present at every meeting due to the potential for conflicts of interest:

Meeting 1: To invite the Head of Leisure and Cultural Services to the next meeting of the Committee to present the terms of reference and specification issued to external consultants regarding the future operation of leisure services.

Meeting 2: To invite the consultants who had been commissioned to produce a report to attend the subsequent meeting of the Committee to discuss their findings.

Meeting 3: To consider the final *Review of Operation of Leisure Services* report and to make recommendations to the Executive Committee on this subject (if considered appropriate).

- 3.4 This report comprises the first stage of the pre-scrutiny process. Contained within the report is further information about the specification that Officers provided to external consultants. The attached documents are:

Appendix 1 – Email setting out the Council's requirements.

Appendix 2 – The consultants' offer.

- 3.5 Members are asked to note that if there is a desire to continue with the phased approach proposed in April an additional meeting of the Committee will need to take place in late June. This is because a date has now been set for the consideration of the *Review of Operation of Leisure Services* by the Executive Committee on 14th July and there is only one other scheduled meeting due to take place prior to that date.

**Financial Implications**

- 3.6 There are no financial implications directly arising from this report.

**Legal Implications**

- 3.7 There are no legal implications directly arising from this report.

**Service / Operational Implications**

- 3.8 The appendices relate to scope for consideration of the future operation of leisure services.

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**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 – Email setting out the Council’s requirements.

Appendix 2 - . The consultants’ offer.

**AUTHOR OF REPORT**

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**Amanda Scarce**

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**Subject:** FW: Leisure & Cultural Service Review of Bromsgrove District & Redditch Borough Councils

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**From:** John Godwin  
**Sent:** 20 March 2014 09:15  
**To:** Tom Pinnington ([tom@thesportsconsultancy.com](mailto:tom@thesportsconsultancy.com))  
**Subject:** Leisure & Cultural Service Review of Bromsgrove District & Redditch Borough Councils

Tom –

As discussed can you give me an indicative scope and price for the following piece of work, I imagine that most of it will be done as a desk top exercise and be based upon previous experiences/reviews with some work on the local issues to be considered and budget info:

- BDC & RBC are looking at possible options for the future delivery of the leisure & cultural services department to ensure services are maintained whilst achieving service improvement and saving to meet the Councils' financial positions.
- The Council wishes to commission a report that covers the possible options available ranging from maintaining the status quo through to externalising the whole service either via a competitive process or in house trust, with a variety of options in between to establish which option best suits the local needs, will improve what we offer, fits strategic purpose but reflects the budget position.
- We would want to know the pros & cons of each approach, the legal route and framework required Inc. costs, the service benefit that the industry can evidence, examples of others who have done this, timescales for changes and latterly the indicative saving that could be achieved dependent upon the service mix and options selected immediately and over a 5 year period.
- A list of services that could be included in an option and the justification for the approach will be required Inc. a scoring matrix that is clearly understandable and robust enough for member scrutiny.
- The preferred option that is developed should also show key considerations for members and senior officer around process, key decisions and implementation and show what needs to be achieved to ensure the option is sustainable and improves services. Examples would be pension costs, maintenance etc.
- Governance and contractual arrangements will be key so a strong section on the various options and what they offer elected members will also be required as will any legal implications for charitable status etc.

I think this covers what we are referring to but I've also included a very rough list of services that I have considered as possible ones for inclusion plus a very, very rough overview of a leisure trust so you can see the kind of thing that I have been considering.

Any concerns please let me know.

Thanks

John

PS – How soon could this be sorted?

John Godwin  
Head of Service  
Leisure & Cultural Services  
Bromsgrove District & Redditch Borough Councils

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Proposed Direct Services Inc.	Potential Direct Services Inc.		Proposed Indirect Services Inc.	Residual Services Ex.
Abbey Stadium	Sanders Park		Playing Pitch Bookings	Committee Room Bookings - external
Dolphin Centre (new)	Arrow Valley Lake Park		Learning On Line	Sponsorship
DU Sites	Morton Stanley Park		Sports Strategy Advice and professional opinion	Open & Green Space Management
Palace Theatre Inc PYT	Lickey Park, King George Inc Perryfields, St Chads		Marketing, Web Management & Business Support	Play Provision
Community Centres	Business Centres Management & Delivery		Volunteering Co-ordination	
Golf Course	Cleaning & Caretaking Services		Contract Management of funding arrangements for: BMX AVCC Sailing Club Sports Clubs Victoria Ground? Amphlett Hall	Biodiversity & Volunteering
Museum & Abbey Ruins	Facility Management – BDC		Christmas Lights	Planning Feedback (Play and OS)
Allotments RBC & BDC	Public Toilets (BDC)			
Sports Dev	Changing Rooms			
Arts Dev				
Events				


Growth Areas:  
Libaries at B'grove & Redditch



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Via Email

3 April 2014

### **Leisure Management Options Appraisal – Proposal**

Dear John

Further to our recent correspondence, as promised, we have prepared a proposal to complete an options appraisal assessing the future delivery of the leisure and culture services of Bromsgrove District and Redditch Borough Councils.

The Sports Consultancy's team members have a great deal of experience undertaking leisure options appraisals and leading leisure procurement projects, having worked recently for a number of local authorities, including:

- London Borough of Southwark
- Surrey Heath Borough Council
- London Borough of Southwark
- Guildford Borough Council
- Woking Borough Council
- St Albans City Council
- States of Guernsey
- Birmingham City Council
- London Borough of Dagenham
- Preston City Council
- Waverley Borough Council.

Chris Marriott, our Director responsible for our leisure options appraisals and leisure management procurement, will lead our work, with support from fellow Director, Simon Molden. Both have worked together with all of the clients listed above on similar commissions. Their CVs are attached as an appendix. If helpful, we can provide references from any of these clients. We would also bring in The VAT Consultancy to provide some specific advice on the VAT considerations of the trust options.

#### **Our understanding of your requirements**

The Councils are considering the future of their leisure and culture portfolios against the background of the need to make budgetary savings and the aspiration to achieve service improvements.

You wish for all future management options to be considered as part of a report, exploring the implications of:

1. Retaining the services in-house (the status quo)
2. Outsourcing to an existing operator
3. Setting up a new trust.

The report will provide a robust interrogation of each option in terms of the following criteria:

- a. Most appropriate scope of facilities and services to include
- b. Likely financial savings available to the Councils over a 10-year period, taking into account operational improvements and any support service rationalisation, as well as VAT and NNDR savings
- c. Potential for service improvement
- d. Management and staffing
- e. Legal framework and governance
- f. Track record and strength of covenants
- g. Council control and influence
- h. Contractual documentation governing the agreement between the Council and contractor (e.g. legal agreement, service specification, asset management responsibilities matrix, performance management system)
- i. Implementation plan
- j. Cost of set up
- k. Likely appetite from potential service providers.

### **Timescale**

We envisage that the majority of the appraisal can be undertaken by our team as a desktop review, and can be completed within 4 weeks of formal appointment, assuming the necessary background information can be provided on appointment.

### **Outputs**

We will complete a "Stage One" report supplemented by financial business plans for each delivery option.

We do not envisage the need for input at this stage from lawyers; in terms of receiving value for money for the Councils' investment, it is perhaps better to seek any further legal advice in "Stage Two" (i.e. implementation – not within the scope of this study) when the preferred option has been agreed.

### **Information requirements**

To ensure we can make a quick start, we would request the following information from the Councils:

1. A full schedule of all services and facilities to be considered
2. Historic financial performance for the past 3 years, as well as 2014/15 budget
3. Condition surveys of main facilities (if available)
4. Future asset plan (including any planned or necessary facility works to be undertaken)
5. Staffing list
6. Support services and central costs (legal, financial, marketing, property etc.).

**Proposed fee**

We can complete the options appraisal for a fixed fee of [REDACTED] plus an allowance for reasonable expenses, charged at cost.

**Next steps**

We can commence the study immediately on appointment. In the meantime, if you have any questions or if you need to discuss any amendments to this proposal, please do not hesitate to contact me.

Yours sincerely



**Tom Pinnington**  
**Director (Venues & Events)**

Tel: +44 (0)20 7323 0007

Mobile: +44 (0)7747 007053

E-mail: [tom@thesportsconsultancy.com](mailto:tom@thesportsconsultancy.com)

Appendix A: Project team CVs





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**QUARTERLY MONITORING RECOMMENDATIONS TRACKER**

Relevant Portfolio Holder	Councillor John Fisher, Portfolio Holder for Corporate Management
Portfolio Holder Consulted	No
Relevant Head of Service	Claire Felton, Head of Legal, Equalities, and Democratic Services
Ward(s) Affected	No specific ward relevance.
Non-Key Decision	

**1. SUMMARY OF PROPOSALS**

This report provides an update on the action that has been taken to implement recommendations made through the scrutiny process since the previous quarterly update was provided.

**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. In cases where an action requested through a scrutiny recommendation has been resolved the recommendation has been recorded as being completed.
- 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 in 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.

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- 3.5 The Committee may conclude that, based on the update provided by Officers, it is no longer feasible to implement the action proposed in a recommendation. In these cases Members may want to agree to remove the recommendation from the tracker report and to ask Officers to take no further action.
- 3.6 The Committee is asked to note that once recommendations have been implemented they will be removed from the tracker, though any updates contained in previous editions of the report will remain available to view on the Council's website.

**Financial Implications**

- 3.7 There are no direct financial implications directly 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 – Recommendations Tracker.

**AUTHOR OF REPORT**

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## Overview and Scrutiny Recommendation Tracker



Project / recommendation and date proposed	Action	Team responsible	Date for completion	Rating	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><u>Previous update:</u> 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><u>June 2015 update:</u> As of 6th May 2015 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>

<b>Arts and Culture (April 2013)</b>					
Recommendation 4	Exhibition space to be introduced in the Palace Theatre and the Abbey Stadium	Leisure Services	September 2015	☺	<p><u>June 2015 update:</u> The Arts Development Service has worked with Property Services, the Palace Theatre team and the Arts in Redditch Network (AIR) to introduce a new exhibition space at the theatre. It will open on Tuesday 8th September. Three artists will exhibit for two months at a time, with their work being sold through the theatre. The exhibition space will be advertised in the theatre brochure.</p> <p>AIR delivered their third highly successful Pop Up Art Gallery at the Kingfisher Centre from 20th to the 31st May 2015, supported by the Arts Development Service. Over 7,000 people visited during the last gallery.</p>
<b>Arts and Culture (April 2013)</b>					
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	☹	<p><u>Previous update:</u> 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.</p> <p><u>June 2015 update:</u> Since the last update the landlord of the former Pound Stretcher store</p>

					on Alcester Street has complied with direction from Planning Enforcement to repair damaged glazing on the shop front and there is felt to be some scope to work with them further to enhance the shop front appearance possibly through the use of artwork such as the "Creative Redditch" piece. This proposal has not yet been costed and so the feasibility remains under consideration by officers at this point.
<b>Landscaping (April 2014)</b>					
Recommendation 4	Data for landscaping cases to be reported per ward area to Members on an annual basis. This will initially be trialled to find out whether Members wish to continue to receive the information.	Environmental Services	Completed	☺	<p><u>June 2015 update:</u> Officers have developed a report to allow this data to be reported and Members were sent a copy of the information relating to their wards at the start of the new municipal year.</p> <p>Members have been asked to notify Officers if they feel that this data is useful and if they would like to continue to receive it.</p>
<b>Abbey Stadium (June 2014)</b>					
Recommendation 1  Follow –up recommendation (September 2014)	<p>The potential for a trust to manage Council leisure facilities including the Abbey Stadium to be investigated further.</p> <p>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</p>	<p>Leisure Services</p> <p>Leisure Services</p>	Summer 2015	☹	<p><u>June 2015 update:</u> A report on this subject is listed on the Executive Work Programme. Currently it is anticipated that this report will be presented in the Summer 2015 with the opportunity for Overview and Scrutiny to pre-scrutinise the options appraisal.</p>

	Stadium should be investigated further a) Therapeutic services b) A sauna/steam room.				
<b>Abbey Stadium (June 2014)</b>					
Recommendation 2	The O&S Committee to pre-scrutinise the final business case for trust management of Council leisure facilities.	Leisure Services and Democratic Services	June and July 2015	☹️	<u>June 2015 update:</u> The Overview and Scrutiny Committee agreed to adopt a phased approach to pre-scrutinising the business case. This will begin with an interview with the relevant Head of Service in June 2015 to be followed by a request to interview the consultants who prepared the management options appraisal.
<b>Voluntary and Community Sector (July 2014)</b>					
Recommendation 4	The Council to consider employing an apprentice to support the work of the Grants Officer.	Community Services and HR.	To be confirmed.	☹️	<u>Previous update:</u> 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.  <u>June 2015 update:</u> A decision has been taken to postpone recruiting to this post until summer 2015 due to long-term staff absence in relevant departments.

<b>Voluntary and Community Sector (July 2014)</b>					
Recommendation 6	An informal working group of Officers to be established to share information about services working with VCS groups and volunteers.	Community Services to co-ordinate.	Completed.	😊	<u>June 2015 update:</u> To date this action has been undertaken in respect of financial and debt advice services available from the Voluntary and Community Sector groups and volunteers.
<b>Voluntary and Community Sector (July 2014)</b>					
Recommendation 6a	Dedicated space to be introduced on the intranet to share information about the work services are doing with VCS groups.	Community Services to co-ordinate	To be confirmed	😐	<u>June 2015 update:</u> Officers have started work with IT and the local Voluntary and Community Sector groups to ensure this space shares important and valuable information. There is currently a delay in populating this space due to a long term staff absence. This will be re-visited once the service is fully staffed.
<b>Voluntary and Community Sector (July 2014)</b>					
Recommendation 7a	The staff volunteering policy to be refreshed and promoted.	HR	To be confirmed	😐	<u>April and June 2015 update:</u> Officers have confirmed that the policy will be refreshed and promoted. However, a number of HR policies which have direct implications for staff are due to be issued and will be prioritised.

<b>Voluntary and Community Sector (July 2014)</b>					
Recommendation 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.		<p><u>Previous update:</u> 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.</p> <p>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.</p> <p><u>June 2015 update:</u> An article appeared in the May 2015 staff newsletter encouraging staff to inform the Communications team about their volunteering experiences. Examples reported to the team may be promoted in future editions of staff newsletters.</p>
<b>Voluntary and Community Sector (July 2014)</b>					
Recommendation 10	A Voluntary Sector event to be held and to include a prize giving ceremony.	Community Services to work with Voluntary	To be confirmed.		<u>June 2015 update:</u> Officers are planning to engage with local groups to get feedback on this type of event. Due to a long term staff



		and Community Sector groups.			absence, this work and feedback from the consultation will be provided once the service is fully staffed.
<b>Football Provision Task Group (September 2014)</b>					
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	☹	<u>April and June 2015 update:</u> 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.
<b>Committee Recommendation – Shopmobility Funding (January 2015)</b>					
	Officers were asked to approach the Kingfisher Shopping Centre in respect of contributing further funding for the Shopmobility scheme.	Community Services	Officers have undertaken the action requested by Members.	☹	<u>June 2015 update:</u> The Kingfisher Management have declined to provide any additional funding to the £30k per annum they currently contribute, alongside their in-kind contribution of utility costs and non-rent. However Officers will continue to work in partnership with the council to look at other possibilities to support the facility going forward.





# Executive

## Committee

Tuesday, 14 April 2015

### MINUTES

**Present:**

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

**Officers:**

Matthew Bough, Clare Flanagan, Sue Hanley and Steve Singleton

**Committee Services Officer:**

Debbie Parker-Jones

**126. APOLOGIES**

There were no apologies for absence.

**127. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**128. LEADER'S ANNOUNCEMENTS**

Additional Papers

One set of Additional Papers had been circulated which contained a minute extract from the meeting of the Overview and Scrutiny Committee held on 7th April 2015 in relation to the pre-scrutiny of the Redditch Market report. These would be considered with the Redditch Market report which appeared at item 6 of the main agenda pack.

Work Programme

It was noted that the Equal Opportunity Policy report which was due to be considered at the meeting that evening had been deferred until June to ensure the trade unions had opportunity to consider this.

.....  
Chair

**129. MINUTES****RESOLVED that**

**the minutes of the meetings of the Executive Committee held on 10th March and 30th March 2015 be agreed as correct records and signed by the Chair.**

**130. OVERVIEW AND SCRUTINY COMMITTEE**

The Committee received the minutes of the meeting of the Overview and Scrutiny Committee held on 3rd March 2015.

It was noted that there were no recommendations to consider as the recommendation at Minute No. 87 relating to the Tackling Obesity Task Group – Final Report had been dealt with by the Executive as its last meeting.

**RESOLVED that**

**the minutes of the meeting of the Overview and Scrutiny Committee held on 3rd March 2015 be received and noted.**

**131. REDDITCH MARKET**

The Committee received a report which sought approval for the North Worcestershire Economic Development & Regeneration Service to invite informal expressions of interest from market operators for the future management of Redditch Outdoor Market. Officers highlighted an error in recommendation 2.1 of the report, which stated Bromsgrove Outdoor Market instead of Redditch Outdoor Market.

The results of any expressions of interest received would be reported to a future meeting of the Executive Committee. Those results, together with the outcomes of soft market testing and the views of existing market operators, would help inform decisions on the future management of the Market and whether or not to procure an external market operator.

Members noted the recommendations of the 7th April 2015 Overview and Scrutiny Committee and the Committee's request to be allowed to see a copy of the consultant's report.

It was noted that Officers had explained at the Overview and Scrutiny meeting that it had been agreed at the Portfolio Holders' Briefing that the consultant's report would not be considered until later in the process, when there was a decision for Members to make on the future operation and management of the market. As

Members were not being asked to make any such decision at this stage it was felt premature to circulate or consider the report.

The consultant's report would be considered by Members at the appropriate time and consultation on any options would take place with the public and market traders, in the best interests of the market. A Member commented that they would be interested to know the cost of the consultant's report.

**RESOLVED that**

- 1) North Worcestershire Economic Development & Regeneration Service invite informal expressions of interest from market operators for the future management of Redditch Outdoor Market;**
- 2) a report on the outcome of the process be brought to a future meeting of the Executive Committee; and**
- 3) the recommendations from the 7th April 2015 Overview and Scrutiny meeting in relation to the pre-scrutiny of the Redditch Outdoor Market report be received and noted.**

**132. REDDITCH BOROUGH COUNCIL MORTGAGE RESCUE SCHEME**

Members were asked to approve a Local Mortgage Rescue Scheme ('the Scheme') for the Council.

Officers presented the report and advised that the Scheme would be a last resort for those who were being threatened with repossession and facing homelessness.

Members noted the financial elements of the Scheme detailed in the report. A budget of £500k had been included in the Housing Revenue Account for 2015/16 to facilitate the purchase of suitable properties and associated ancillary costs.

Members thanked Officers for the work they had put into developing the Scheme and were proud that the Council had this in place.

**RESOLVED that**

**Redditch Borough Council's Mortgage Rescue Scheme – Policy and Procedure, as detailed at Appendix 1 to the report, be approved.**

# Executive Committee

Tuesday, 14 April 2015

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## 133. WORCESTERSHIRE REGULATORY SERVICES JOINT COMMITTEE

The Committee received the minutes of the meeting of the Worcestershire Regulatory Services Shared Services Joint Committee held on 19th February 2015.

It was noted that there were no recommendations to consider.

One of the Members who had been present at the meeting stated that there had been a lively debate at Minute No. 38/14 (Creating and Delivering a Sustainable Regulatory Partnership for Worcestershire), relating to membership and voting changes.

### **RESOLVED that**

**the minutes of the meeting of the Worcestershire Regulatory Services Shared Services Joint Committee held on 19th February 2015 be received and noted.**

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

The Committee received, under Additional Papers, the minute and recommendations of the 7th April 2015 Overview and Scrutiny Committee in relation to the Committee's pre-scrutiny of the Redditch Market report. This was considered under agenda item 6 – Redditch Market (Minute No. 131 refers).

### **RESOLVED that**

**the minute and recommendations of the meeting of the Overview and Scrutiny Committee held on 7th April 2015 be received and noted.**

## 135. ADVISORY PANELS - UPDATE REPORT

It was noted that the next meeting of the Planning Advisory Panel had, owing to a clash with the Staff Awards, previously been re-scheduled and would be taking place the following evening, Wednesday 15th April 2015.

### **RESOLVED that**

**the report and update be noted.**

**Executive**  
Committee

Tuesday, 14 April 2015

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The Meeting commenced at 7.00 pm  
and closed at 7.23 pm

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Chair





# Overview & Scrutiny

Committee

9th June 2015

## WORK PROGRAMME

(Report of the Chief Executive)

Date of Meeting	Subject Matter	Officer(s) Responsible for report
<b>ALL MEETINGS</b>	<b>REGULAR ITEMS</b>	<b>(CHIEF EXECUTIVE)</b>
	Minutes of previous meeting  Consideration of the Executive Committee Work Programme  Consideration of Executive Committee key decisions  Call-ins (if any)  Pre-scrutiny (if any)  Referrals from Council or Executive Committee, etc. (if any)  Task Groups / Short, Sharp Review Groups - feedback  Committee Work Programme	Chief Executive  Chief Executive  Chief Executive  Chief Executive  Chief Executive  Chief Executive  Chief Executive
	<b>REGULAR ITEMS</b>  Update on the work of the Crime and Disorder Scrutiny Panel.  Quarterly Tracker Report	Chair of the Crime and Disorder Scrutiny Panel  Relevant Lead Head(s) of Service

# Overview & Scrutiny

Committee

9th June 2015

	<p><b>REGULAR ITEMS</b></p> <p>Updates on the work of the Worcestershire Health Overview and Scrutiny Committee</p> <p>Bi-Annual Monitoring Report – Redditch Sustainable Community Strategy</p>	<p>Redditch Borough Council representative on the Health Overview and Scrutiny Committee</p> <p>Relevant Lead Head(s) of Service</p>
<b>OTHER ITEMS - DATE FIXED</b>		
<b>9th June 2015</b>	Feedback from Overview and Scrutiny Training	Councillor Potter
<b>9th June 2015</b>	Leisure Services Pre-Scrutiny – Stage 1: Overview of the Council's requirements	Relevant lead Head of Service
<b>June / July 2015</b>	Leisure Services Pre-scrutiny – Stage 2: Overview of Consultants' Requirements	Relevant lead Director
<b>Summer 2015</b>	Leisure Services Pre-scrutiny – Stage 3: consideration of the <i>Review of Operation of Leisure Services</i> report	Relevant lead Director
<b>7th July 2015</b>	Provision of support Networks for the LGBT Community Task Group – final report	Councillor Baker
<b>September / October 2015</b>	Committee Discussion – agreeing preferred approach to budget scrutiny for the 2016/17 budget setting process.	Relevant lead Director

# Overview & Scrutiny

Committee

9th June 2015

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<b>OTHER ITEMS – DATE NOT FIXED</b>		
	Redditch Outdoor Market Report – Pre-scrutiny	Relevant lead Head of Service

