



Overview and Scrutiny Committee

Tuesday, 1st September,
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, 1st September, 2015

7.00 pm

Committee Room 2 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>1. Apologies and named substitutes</p>	<p>To receive apologies for absence and details of any Councillor (or co-optee substitute) nominated to attend this meeting in place of a member of this Committee.</p>
<p>2. Declarations of interest and of Party Whip</p>	<p>To invite Councillors to declare any Disclosable Pecuniary Interests or Other Disclosable Interests they may have in items on the agenda, and to confirm the nature of those interests, and any Party Whip.</p>
<p>3. Minutes (Pages 1 - 10)</p>	<p>To confirm the minutes of the most recent meeting of the Overview and Scrutiny Committee as a correct record.</p> <p>(Minutes attached)</p> <p>(No Specific Ward Relevance)</p>
<p>4. Budget Scrutiny 2015/16 - Discussing Approach for the Year</p> <p>Jayne Pickering, Executive Director, Finance and Resources</p>	<p>To discuss and agree the Overview and Scrutiny Committee's requirements in relation to scrutiny of the Council's budget.</p> <p>(Report to follow)</p> <p>All Wards</p>
<p>5. Task Group Reviews - Draft Scoping Documents</p> <p>(Pages 11 - 18)</p> <p>Councillor Jane Potter</p>	<p>To consider any scoping documents provided for possible Overview and Scrutiny review.</p> <p>The following draft scoping document has been received:</p> <ul style="list-style-type: none"> Leisure Services Options Short, Sharp Review – proposed by Councillor Jane Potter. <p>(Report attached)</p> <p>(No Specific Ward Relevance)</p>

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<p>6. Overview and Scrutiny Recommendation Tracker (Pages 19 - 30)</p>	<p>To consider the latest quarterly scrutiny recommendation tracker and progress that has been made since the previous meeting with implementing these recommendations.</p> <p>(Report attached).</p> <p>(No Specific Ward Relevance)</p>
<p>7. Executive Committee Minutes and Scrutiny of the Executive Committee's Work Programme (Pages 31 - 50)</p>	<p>To consider the minutes of the latest meeting(s) of the Executive Committee and also to consider whether any items on the Executive Committee's Work Programme are suitable for scrutiny.</p> <p>(Minutes attached).</p> <p>(No Specific Ward Relevance)</p>
<p>8. Overview and Scrutiny Work Programme (Pages 51 - 54)</p>	<p>To consider the Committee's current Work Programme, and potential items for addition to the list arising from:</p> <ul style="list-style-type: none">• The Forward Plan / Committee agendas• External publications• Other sources. <p>(Report attached)</p> <p>(No Specific Ward Relevance)</p>
<p>9. Task Groups - Progress Reports Councillor Gareth Prosser</p>	<p>To consider progress to date on the current reviews against the terms agreed by the Overview and Scrutiny Committee.</p> <p>The current reviews in progress are:</p> <p>a) Joint Worcestershire Increasing Physical Activity Task Group – Redditch Borough Council representative, Councillor Gareth Prosser.</p> <p>(Verbal report)</p> <p>(No Specific Ward Relevance)</p>
<p>10. Health Overview and Scrutiny Committee Councillor Nina Wood-Ford</p>	<p>To receive a verbal update on the recent work of the Worcestershire Health Overview and Scrutiny Committee.</p> <p>(Verbal report)</p> <p>(No Specific Ward Relevance)</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’.

(No Specific Ward Relevance)



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MINUTES

Present:

Councillor Jane Potter (Chair), Councillor Gay Hopkins (Vice-Chair) and Councillors Joe Baker, David Bush, Andrew Fry, Pattie Hill (substituting for Councillor Nina Wood-Ford), Gareth Prosser and Jennifer Wheeler

Also Present:

Councillors Tom Baker-Price, Natalie Brookes and Wanda King

Officers:

S Hanley, J Pickering and S Singleton

Democratic Services Officers:

J Bayley and A Scarce

16. APOLOGIES AND NAMED SUBSTITUTES

Apologies for absence were received from Councillors Paul Swansborough and Nina Wood-Ford, with Councillor Pattie Hill attending as substitute for Councillor Wood-Ford.

17. DECLARATIONS OF INTEREST AND OF PARTY WHIP

Councillor David Bush declared a pecuniary interest as Director of Oakside Property Limited in respect of minute no 24, the Executive Minutes and Work Programme. In particular this interest related to an item listed on the Work Programme; Applying Article 4 directions to the Council's schedule of locally listed buildings. He left the room and took no part in the discussions in respect of this item.

18. MINUTES

In respect of the exempt minute from 24th June Officers highlighted that the management team had spoken with local authority representatives and not trust representatives as stated.

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Chair

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RESOLVED that

Subject to the amendment detailed in the preamble above, the minutes of the meetings held on 9th June 2015 and 24th June 2015 be confirmed as correct records and signed by the Chair.

19. PROVISION OF SUPPORT NETWORKS FOR THE LGBT COMMUNITY TASK GROUP - FINAL REPORT

The Chair invited the Chair of the Task Group, Councillor Joe Baker, to present the Provision of Support Networks for the LGBT Community Task Group's final report to the Committee. Councillor Baker provided information which highlighted the relevance of the Task Group at a local level, as the data detailed within the report referred to issues nationally. He also gave the Members of the Task Group who were present, Councillors Natalie Brookes and Gay Hopkins, the opportunity to share with the Committee what the work of the Group had meant to them.

During the presentation Councillor Baker highlighted each recommendation and provided background information as to why each was appropriate and the positive results which could be achieved from their implementation. A display had also been provided by the group as an example of the positive aspects that could be incorporated into any future LGBT History month, as detailed in recommendation 3. Councillor Baker acknowledged the valuable contribution of the partners who had helped to organise the event in 2015 and praised them for making arrangements under difficult circumstances. However, in future years it was suggested that the event should be used as an opportunity to celebrate the LGBT community as well as to provide guidance and support to Members of the community where needed.

Following the presentation Councillor Baker responded to questions from Members in respect of the following:

- Training for frontline staff to ensure they had a better understanding of the problems faced by members of the LGBT community.
- The Stonewall Education Equality Index and work which was already being carried out within some schools in the Borough, including the work carried out by the Community Safety team.
- The production of a leaflet to advertise support networks for the LGBT community living locally and the option for this to be sponsored to assist with the cost.

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- The use of County Councillors' divisional funds and the option for the LGBT Support Services Redditch to apply for grant funding from both the Council and the national lottery.
- Whether ethnic groups had also been consulted as part of the group's investigation.
- The promotion of the health and wellbeing implications and the importance of raising awareness of the support and assistance that was already available.

Councillor Baker thanked his fellow Members of the group for their hard work and support in producing this report, with thanks also to the Democratic Services Officer.

The Chair in turn thanked the group for an excellent report and presentation which had provided Members with some useful information and insight into the LGBT community and the problems its members faced on a daily basis.

RECOMMENDED that

- 1) Redditch Borough Council should participate in the Stonewall Workplace Equality Index every year;**
- 2) Worcestershire County Council should take part in the Stonewall Education Equality Index.**

Worcestershire County Council should also encourage schools to take part in the Stonewall School Champions Programme and / or to use the Birmingham LGBT Schools Toolkit;

- 3) there should be a greater celebration of the positive history of the LGBT community during the annual LGBT History Month celebrations with a focus on the specific theme in each given year. This should include holding events at the Palace Theatre;**
 - a) in the long-term Redditch Borough Council should commit to introducing a budget to support LGBT History Month;**
- 4) a leaflet advertising the support networks available for the LGBT community in Redditch, should be produced.**
 - a) Redditch Borough Council should support any groups that produce this literature by allowing such leaflets to be made available for residents to collect in public**

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venues, such as Redditch Town Hall, and making this information available to view on relevant web pages of the Council's website;

- 5) the specific mental health needs of the LGBT community should be addressed in equalities training provided to frontline Council staff. This should be covered in one of the equalities briefing sessions that the policy team is due to deliver in forthcoming months; and
- 6) local partners should help to promote the following to members of the LGBT community, including on the Redditch and Bromsgrove Wellbeing website:
 - a) gay and bisexual men are eligible for free Hepatitis B vaccinations available at the Arrowside Sexual Health Clinic;
 - b) lesbian and bisexual women are entitled and should be encouraged to attend cervical screening tests.

20. FUTURE MANAGEMENT OF REDDITCH OUTDOOR MARKET - PRE-SCRUTINY

The Chair invited Officers to present the report and in so doing he advised members that the Redditch Outdoor Market was one of three markets managed and operated through North Worcestershire Economic Development Regeneration (NWedr), a shared service hosted by Wyre Forest District Council, which had been established under a Collaboration Agreement in May 2011. The other markets were in Bromsgrove and Kidderminster and the NWedr Client Management Group had instructed officers to explore options for the future operation and management of all three markets. As part of this process, the consultancy arm of the National Association of British Market Authorities (NABMA) had been commissioned to provide a review and advice on the respective markets.

The report presented to Members included that report together with a summary of the options and highlighted the recommendations which had been brought forward following an Overview and Scrutiny Task Group investigation carried out in 2012/13. A number of the scrutiny group's recommendations, which had been approved by the Executive Committee, remained to be implemented. It was considered that those recommendations would be best taken forward through the market being operated by an external provider.

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Officers summed up by explaining to Members that the Executive Committee would be asked to consider three options as set out within the body of the report. Officers also responded to questions from Members in respect of the following areas:

- How the project would be managed and details of the other markets involved, including whether they would also be managed by the same external operator.
- The shared service arrangement and options available when the agreement comes to an end.
- The procurement process and the detail which would be included within the specification.
- The conclusions reached by the Task Group and the need for improvements to be made as soon as possible.
- The merits of option three as detailed within the report, which Members urged the Executive Committee to endorse.

Following further debate it was

RECOMMENDED that

the conduct of a procurement and contracting process to select and appoint a contractor to manage Redditch Outdoor Market be delegated to Wyre Forest District Council in consultation with the Chief Executive and the Portfolio Holder for Planning, Regeneration, Economy and Transport.

21. REVIEW OF THE OPERATION OF LEISURE SERVICES - PRE-SCRUTINY

Officers introduced the report and in so doing reminded Members that this was the final element of the Committee's three stage approach to pre-scrutiny of this item. For the meeting a covering report was presented, which followed detailed scrutiny of the options appraisal at the previous meeting.

It was highlighted that potential savings had been built into the Medium Term Financial Plan which were reliant upon alternative models for the provision of the leisure service, details of which were included within the report. Members were informed that there had been limited dialogue with staff and the trades' unions, in respect of the options available, pending a decision being made as to the next stage of the process.

Officers also drew Members' attention to a number of limitations which needed to be fully considered by the Executive Committee

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should it wish to consider pursuing an alternative delivery model based on the options appraisal. Particular attention was drawn in this respect to the scope of the services that would be included and the need for sufficient detail to be available in respect of costs and capacity required to deliver on the options. The recommendations which were being presented for the Executive Committee's consideration were therefore open and gave no specific steer as to a preferred option. It was highlighted that in respect of an alternative delivery model officers would need to commission external support and advice in order to undertake a further, more comprehensive business case with an estimated cost of between £25,000 and £30,000.

In respect of the savings which had been built into the Medium Term Financial Plan, these would be met through balances for 2014-15. However, the projected savings for future years would need to be addressed through the budget setting process which would take place later in the year.

Following presentation of the report Members discussed the following areas in more detail:

- The potential for more detailed information to be made available in order for an informed decision to be made.
- The mix of service to be included in any trust model and other types of model that could be considered.
- The inclusion of £150k savings within the budget for 2014/15.
- The external support required (and its cost) should an alternative model be given further consideration.
- The nature of the transformation work which was referred to within the report and the impact that this could have in the longer term. It was anticipated that the results of some of this work would be available within 3-4 months.
- Any control which would be retained by the Council should the trust option be considered and the impact this would have on potential savings.
- The impact on staff should the trust model be considered including the cost of such things as TUPE, pension and any redundancies. Whilst it was understood that all staff would be transferred to a trust, there was the potential for that trust to carry out a review of staffing and any costs from that would be met by the trust.
- Further work being carried out in respect of the "on costs" to support services, such as legal and finance, should the trust model be considered. It was acknowledged that these had not been included within the work that had been carried out for the

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options appraisal and could make a significant difference to the decision which was being made.

The Committee debated in detail the different courses of action that it was able to recommend in order to assist the Executive Committee in making what Members acknowledged was a difficult decision. After further discussion it was

RECOMMENDED that

further information should be provided on each of the following models for the management and delivery of leisure services, covering the consequences for the organisation, including staffing, before a decision is made by the Executive Committee and Council on this subject:

- a) management and service delivery by a newly established trust;
- b) management and service delivery by an existing leisure trust; and
- c) retaining a streamlined, in house leisure service.

22. SCRUTINY PROPOSALS - SUGGESTED REVIEWS

Officers confirmed that following completion of the Provision of Support Networks for the LGBT Community Task Group there was the capacity for the Committee to undertake further Task Group or Short, Sharp Reviews if it so wished. Members noted that in order to propose a Task Group or Short, Sharp Review exercise a completed scoping document would need to be completed setting out potential objectives for a review. It was suggested that all Members give this some thought prior to the following meeting, which was due to be held on 1st September 2015.

23. PROPOSED JOINT SCRUTINY TASK GROUP - INCREASING PHYSICAL ACTIVITY IN WORCESTERSHIRE

Officers informed Members that this report provided an overview of a proposal which had been received from Worcestershire County Council to undertake a joint scrutiny review in respect of increased physical activity rates in Worcestershire. The draft terms of reference had been included for Members' consideration.

All the district Councils in Worcestershire had been invited to participate. It was confirmed that Bromsgrove District Council had already agreed to participate and the proposal would be considered by Worcester City Council at its meeting on 12th July 2015. If the

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Committee chose to participate any representative appointed needed to be a member of the Committee and would be expected to provide regular verbal updates on the progress of the investigation.

The Chair commented that the review could have implications for services delivered by the Borough Council. The review also linked to recent work undertaken by scrutiny Members to assess obesity levels in the Borough and could have a positive impact on the health of residents. For these reasons there was general agreement that it would be useful for Redditch to participate in the joint scrutiny exercise.

RESOLVED that

- 1) the Council participate in the Joint Scrutiny of Increasing Physical Activity in Worcestershire; and**
- 2) Councillor Gareth Prosser be nominated to represent the Council on the Joint Scrutiny investigation.**

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

Officers had no updates in respect of the Minutes and informed Members that they were able to scrutinise any item on the Work Programme if they so wished. The Chair highlighted that there were very few items on the Work Programme and questioned whether further items would be added. However, Officers confirmed that they were unaware of any further items which would be coming forward.

Further information was requested in respect of the item "Applying Article 4 directions to the Council's schedule of locally listed buildings". In particular, Members were keen to obtain clarification about the purpose of this item.

(Prior to discussion of the item Councillor David Bush declared a pecuniary interest as Director of Oakside Property Limited in Applying Article 4 directions to the Council's schedule of locally listed buildings. He left the room during its consideration and did not take part in the discussions.)

RESOLVED that

the Executive Committee Minutes of 9th June 2015 and the latest Executive Work Programme be noted.

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25. OVERVIEW AND SCRUTINY WORK PROGRAMME

Members were reminded that there were a number of items where presentations had been requested, following the scrutiny training exercise and the relevant officers had been contacted. Once they had confirmed their availability the Work Programme would be amended to record the dates for these presentations. Dates had also been confirmed in respect of the various elements of budget scrutiny, which would be included within the Committee's work programme for the following meeting.

The Chair informed Members that the Worcestershire Health and Wellbeing Board had referred the Tackling Obesity Task Group's findings to the Health Improvement Group (HIG). The Board had felt that the Health Improvement Group was most appropriate to receive such a report. Consideration of the group's findings was scheduled to take place at a meeting of the HIG in December 2015.

26. HEALTH OVERVIEW AND SCRUTINY COMMITTEE

In Councillor Wood-Ford's absence, it was confirmed that the next meeting of the Worcestershire Health Overview and Scrutiny Committee was not due to take place until 15th July 2015.

The Meeting commenced at 7.00 pm
and closed at 9.05 pm

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LEISURE SERVICES OPTIONS – PROPOSED SHORT, SHARP REVIEW

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 Members with an opportunity to consider a proposal that has been received for Members to undertake a Short, Sharp Review of options for the future delivery of Leisure and Cultural Services at the Council.

2. RECOMMENDATIONS

The Committee is asked to **RESOLVE** to approve one of the following options:

- 1) **Subject to any changes agreed during the meeting, the proposed Leisure Services Options Short, Sharp Review be launched.**
- 2) **Members consider options for the future delivery of Leisure and Cultural services at a forthcoming meeting (or meetings) of the Overview and Scrutiny Committee.**
- 3) **No further action be taken by Overview and Scrutiny Members in respect of this matter.**
- 4) **Alternative action, to be identified and clearly specified during the meeting, be taken in relation to this matter.**

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

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- 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 a completed scoping document was received by the Overview and Scrutiny Committee 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 decide to launch this review and instead agreed that detailed pre-scrutiny of an item listed on the Executive Work Programme, entitled '*Review of Operation of Leisure Services*', should be adopted in line with previous decisions on this subject.
- 3.3 The item listed on the Executive Work Programme was subsequently subject to pre-scrutiny discussions at three consecutive meetings of the Overview and Scrutiny Committee on 9th June, 24th June and 7th July 2015 respectively. During these meetings Members considered the findings contained in an options appraisal of leisure services that had been produced by external consultants together with a significant amount of information about the Council's leisure and cultural services.
- 3.4 The Executive Committee considered the *Review of Operation of Leisure Services* report at a meeting on 14th July 2015. During this meeting Members were advised that the options appraisal was not a formal business case and that a significant amount of further work would be required in order to identify a suitable model for the future delivery of leisure services at the Council. The Executive Committee therefore agreed that further work was required prior to a decision on the future delivery of leisure and cultural services being taken.
- 3.5 In this context Councillor Jane Potter is proposing that a Short, Sharp Review should be undertaken to investigate the options that are available to the Council in terms of future delivery models for leisure and cultural services. The objectives for this proposed review, together with an explanation as to why Councillor Potter feels that this subject should be scrutinised further, are detailed in Appendix 1 to this report.
- 3.6 The Overview and Scrutiny Committee is asked to consider four potential responses to this proposal. The Committee could choose to launch a Short, Sharp Review, though may decide that this subject is more suitable for further discussion at Committee meetings or that no further action is required. Alternatively, based on discussions during the meeting, Members may identify another course of action to take which has not been detailed in this report.

Financial Implications

- 3.7 The final decision regarding the future management of leisure services could have significant financial implications for the Council. For this reason Councillor Potter is proposing that the financial implications of each of the service delivery models

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should be considered as part of the exercise to enable Members to make an informed decision on this subject.

- 3.8 It has been proposed that the deadline for this review should be December 2015. This should ensure that, subject to the Executive Committee's approval, the financial implications of the recommendations can be taken into account as part of the Council's budget setting process.

Legal Implications

- 3.9 Councillor Potter is proposing that the governance arrangements for each model of service delivery be taken into account if a review of this subject is launched.

Service / Operational Implications

- 3.10 At present there are no Task Group reviews taking place in Redditch and the one exercise Members are involved in, the Increasing Physical Activity in Worcestershire Task Group, is a joint exercise hosted by Worcestershire County Council. There is, therefore, Officer capacity to support this review.

Customer / Equalities and Diversity Implications

- 3.11 A key objective of the review is to consider the best model of service delivery to ensure that customers receive good quality leisure and cultural services.

4. RISK MANAGEMENT

No risks have been identified.

5. APPENDICES

Appendix 1 – Leisure Services Options Short, Sharp review – Scoping Document.

AUTHOR OF REPORT

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Scrutiny Proposal Form

(This form should be completed by sponsoring Member(s), Officers and / or members of the public when proposing an item for Scrutiny).

Note: The matters detailed below have not yet received any detailed consideration. The Overview and Scrutiny Committee reserves the right to reject suggestions for scrutiny that fall outside the Borough Council's remit.

Proposer's name and designation	Councillor Potter	Date of referral	01/09/15
Proposed topic title	Leisure Services Options Short, Sharp Review		
Link to national, regional and local priorities and targets	<p>Redditch Borough Council Strategic Purposes:</p> <ul style="list-style-type: none"> • Provide good things for me to do, see and visit. • Help me live my life independently (including health and activity). <p>Redditch Sustainable Community Strategy</p> <ul style="list-style-type: none"> • Health inequalities - with particular focus on smoking, obesity alcohol/drugs, and mental health. 		
Background to the issue	<p>The Overview and Scrutiny Committee launched the Abbey Stadium Task Group in 2013/14, which focused on improvements that could be made to the venue. In response to the findings in this review the Executive Committee agreed that the Council should explore options for all or some of the Council's leisure and cultural services to be managed by a trust. External consultants were subsequently tasked with undertaking an options appraisal in relation to the future operation of the Council's leisure services. The findings of this options appraisal together with a report from officers have been the subject of detailed pre-scrutiny in recent months. Overview and Scrutiny Members therefore have significant background knowledge in respect of this subject.</p> <p>On 14th July 2015 the Executive Committee considered the options appraisal, an officer overview of the findings in this appraisal and points raised by the Overview and Scrutiny Committee. Based on all of the information that had been provided the Executive Committee concluded that further work was required prior to a decision on the future delivery of leisure and cultural services.</p> <p>I feel that an Overview and Scrutiny Short, Sharp Review could make a valuable contribution in relation to this additional work. Scrutiny Members can gather extra evidence which Officers may</p>		

	<p>not have the time or resources to obtain. We can also provide a fresh and objective perspective and I believe we could really help the Council to identify a suitable way forward in relation to this matter. Good scrutiny can help the Council and this is what I aim to do through this exercise.</p> <p>The future operation of the Council's leisure and cultural services is an important matter for the Council to address. The final decision on this matter could have significant financial implications for the Council as well as improving the offer for residents. There could also potentially be implications for staff, depending on the decision that is made. It would therefore be best to ensure that a well informed decision is made on this subject as soon as possible so that staff can appreciate the position moving forward.</p> <p>As part of the review I am suggesting that Members should consider different operating models for the delivery of leisure and cultural services. However, I am not proposing that the group consider the option of delivering services in house as I believe that Officers are in a better position to consider this option due to their expertise. I am also not proposing that the Council consider retaining a streamlined service as I think that this could be achieved through service transformation which the Council is already working on and therefore I do not think further investigation of this would add any value.</p>
<p>Key Objectives Please keep to SMART objectives (Specific, Measurable, Achievable, Relevant and Timely)</p>	<ol style="list-style-type: none"> 1) To consider the general requirements of the following different options in terms of future operational arrangements for leisure and cultural services. <ul style="list-style-type: none"> • External delivery by an external leisure operator or existing trust; • Creation of a new leisure trust. • Commissioning/outsourcing parts of leisure and cultural services. • A local authority trading company (Teckal). • A joint delivery vehicle (public). • A joint delivery vehicle (private). • A mutual delivery model. 2) To review the financial implications for the Council of all of the delivery models. 3) To assess the implications of each delivery model for the quality of services delivered to the customer. 4) To consider the governance arrangements that would apply in relation to each model. 5) To consult with other local authorities about the operational models that they have adopted for the delivery of leisure and cultural services.

	<p>6) To identify suitable delivery models for leisure and cultural services. This should include considering whether different delivery models may be suitable for different elements of leisure and cultural services.</p>
<p>How long do you think is needed to complete this exercise? (Where possible please estimate the number of weeks, months and meetings required)</p>	<p>The aim is to complete this review by December 2015. This should ensure that the findings of the group and any recommendations, if approved, can be taken into account in advance of the Council's budget being set for the following year in February 2016.</p> <p>Any findings would need to be available in a timely manner order to be taken into account by Officers undertaking additional work as requested by the Executive Committee in July 2015. It is for this reason that I am proposing that a Short, Sharp Review of this subject should be undertaken rather than a full Task Group investigation.</p>

Please return this form to: Jess Bayley or Amanda Scarce, Democratic Services Officers, Redditch Borough Council, Town Hall, Walter Stranz Square, Redditch, B98 8AH
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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> <p><u>September 2015:</u> no further updates had been provided by the date of publication.</p>



Arts and Culture (April 2013)					
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> <p><u>September 2015 update:</u> Officers have confirmed that the Council remains on track to introduce an exhibition space in the Palace Theatre on 8th September.</p>
Arts and Culture (April 2013)					
Recommendation 9	The “Creative Redditch” artwork to be used on the next bus shelter to be installed in the town centre.	Community Safety	To be confirmed	☹	<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</p>

					<p>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 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.</p> <p><u>September 2015 update:</u> The Community Safety Team is working with the Town Centre Coordinator to assess the feasibility of installing the “Celebrating Redditch” piece and other artwork on or inside the windows of a vacant shop unit on Alcester Street, close to the Palace Theatre.</p> <p>If feasible, the installation will complement a proposal from the Town Centre Partnership to take on this unit to provide space for small businesses. This proposal is subject to the award of business rate relief for the premises.</p>
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Voluntary and Community Sector (July 2014)					
Recommendation 4	The Council to consider employing an apprentice to support the work of the Grants Officer.	Community Services and HR.	To be confirmed.		<p><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.</p> <p><u>June and September 2015 update:</u> A decision has been taken to postpone recruiting to this post until autumn 2015 due to long-term staff absence in relevant departments.</p>
Voluntary and Community Sector (July 2014)					
Recommendation 6a	Dedicated space to be introduced on the intranet to share information about the work services are doing with VCS groups.	Community Services to co-ordinate	To be confirmed		<p><u>June and September 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.</p>
Voluntary and Community Sector (July 2014)					
Recommendation 7a	The staff volunteering policy to be refreshed and promoted.	HR	Partly completed.		<p><u>September 2015 update:</u> The Staff Volunteering Policy has now been updated. Officers are in the process of considering the best way to promote this updated policy to staff.</p>

Voluntary and Community Sector (July 2014)					
Recommendation 8	A new staff award to be introduced recognising the voluntary work carried out by staff.	Office Services	The implementation of this recommendation has been delayed due to practical issues identified by Officers.		<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> <p><u>September 2015:</u> No further updates had been provided by the date of publication.</p>

Voluntary and Community Sector (July 2014)					
Recommendation 10	A Voluntary Sector event to be held and to include a prize giving ceremony.	Community Services to work with Voluntary and Community Sector groups.	To be confirmed.		<u>June and September 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 absence, this work and feedback from the consultation will be provided once the service is fully staffed.
Landscaping data recommendation (June 2015)					
Single recommendation	Members proposed that Officers no longer be required to provide landscaping data for each ward on an annual basis to elected Members, as proposed in the fourth recommendation from the Landscaping Task Group in April 2014.	Environmental Services	Completed.		<u>September 2015:</u> This recommendation has been implemented with immediate effect.
LGBT Task Group Recommendations (July 2015)					
Recommendation 1	Redditch Borough Council should participate in the Stonewall Workplace Equality Index every year.	Policy team	September 2016		<u>September 2015 update:</u> Forms need to be submitted by organisations participating in the Workplace Equality Index during the calendar year before the index is published. Due to the limited time available prior to the deadline for the 2016 index a decision has been taken to postpone participation until next year. The Chair of the Task Group was consulted about this proposal.

<p>Recommendation 2</p>	<p>Worcestershire County Council should take part in the Stonewall Education Equality Index. Worcesterstershire County Council should also encourage schools to take part in the Stonewall School Champions Programme and / or to use the Birmingham LGBT Schools Toolkit.</p>	<p>Worcestershire County Council</p>	<p>To be confirmed.</p>		<p><u>September 2015 Update</u></p> <p>As agreed by the Executive Committee the Leader of the Council wrote to the Leader of Worcesterstershire County Council in July 2015 to request that this recommendation be considered and approved.</p> <p>A positive response was received from the Leader of Worcesterstershire County Council on 3rd August 2015. This noted that the deadline for participation in the Stonewall Education Equality Index 2015 has now passed. Consideration will be given as to whether to participate in the index in 2016. The response also noted that some schools already participate in LGBT support schemes. Therefore advice is being sought as to the best way forward in respect of this element of the recommendation.</p>
<p>Recommendation 3</p>	<p>There should be a greater celebration of the positive history of the LGBT community during the annual LGBT History Month celebrations with a focus on the specific theme in each given year. This should include holding events at the Palace Theatre.</p>	<p>LGBT Support Services Redditch and LGBT Hate Crime Forum.</p>	<p>February 2016.</p>		<p><u>September 2015 Update:</u></p> <p>The next LGBT History Month is due to take place in February 2016.</p> <p>The chair of the Task Group presented the group's findings for the consideration of the Worcesterstershire LGBT Hate Crime Forum on 18th August. There appeared to be general consensus that the community should work together on the next LGBT History month 2016 .</p>

Recommendation 3a	In the long-term Redditch Borough Council should commit to introducing a budget to support LGBT History Month.	Policy and Finance teams	February 2016 (date of the next LGBT history month).	☺	<u>September 2015 Update:</u> The Executive Committee agreed to introduce a budget of £200 for LGBT History Month. This budget is mainly intended to help pay for room hire at venues such as the Room Upstairs at the Palace Theatre. The budget should also cover the price of a stall for the LGBT community at Morton Stanley Festival from 2016 onwards.
Recommendation 4	A leaflet advertising the support networks available for the LGBT community in Redditch, should be produced.	LGBT Support Services Redditch	On-going.	☺	<u>September 2015 Update</u> LGBT Support Services Redditch has already started to produce a leaflet to promote the support networks available to the community.
Recommendation 4a	Redditch Borough Council should support any groups that produce this literature by allowing such leaflets to be made available for residents to collect in public venues, such as Redditch Town Hall, and making this information available to view on relevant web pages of the Council's website.	Policy team	Subject to completion of recommendation 4 above.	☺	<u>September 2015 Update</u> The Executive Committee has indicated that they would be happy for the Council to display this type of leaflet, subject to inclusion of appropriate material within the documentation.
Recommendation 5	The specific mental health needs of the LGBT community should be addressed in equalities training provided to frontline Council staff. This should be covered in one of the equalities briefing sessions that the policy team is due to deliver in forthcoming months.	Policy team	To be confirmed	☺	<u>September 2015 update:</u> Relevant Officers have been advised about this proposal and have been asked to incorporate this session into the Council's forthcoming equalities training sessions.

Recommendation 6	<p>Local partners should help to promote the following to members of the LGBT community, including on the Redditch and Bromsgrove Wellbeing website:</p> <p>a) gay and bisexual men are eligible for free Hepatitis B vaccinations available at the Arrowside Sexual Health Clinic;</p> <p>b) lesbian and bisexual women are entitled and should be encouraged to attend cervical screening tests.</p>	Redditch Community Wellbeing Trust	After 15th September 2015		<p><u>September 2015 update:</u></p> <p>Arrangements have been made for the Chair of the Task Group, Councillor Joe Baker, to attend a meeting of the Redditch Community Wellbeing Trust on 15th September. The outcomes of this meeting will be reported for Members' consideration in the next quarterly tracker update.</p>
Redditch Outdoor Market (July 2015)					
Single Recommendation	The Council adopt Option 3; the conduct of a procurement and contracting process to select and appoint a contractor to manage Redditch Outdoor Market be delegated to Wyre Forest District Council in consultation with the Chief Executive and the Portfolio Holder for Planning, Regeneration, Economy and Transport.	North Worcestershire Economic Development and Regeneration Unit	To be confirmed.		<p><u>September 2015 Update:</u></p> <p>This recommendation was approved by the Executive as part of a package of decisions on this subject. The North Worcestershire Economic Development and Regeneration Unit are currently working on implementing these recommendations.</p>



Executive Committee

Tuesday, 14 July 2015

MINUTES

Present:

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

Also Present:

Councillors Joe Baker, Natalie Brookes and Wanda King (for Minute No. 16).

Officers:

Jess Bayley, Kevin Dicks, Clare Flanagan, Sue Hanley, Sam Morgan, Dean Piper, Steve Singleton and Amanda de Warr

Committee Services Officer:

Debbie Parker-Jones

11. APOLOGIES

An apology for absence was received from Councillor Pat Witherspoon.

12. DECLARATIONS OF INTEREST

There were no declarations of interest.

13. LEADER'S ANNOUNCEMENTS

Agenda running order

As there were market traders present for the Redditch Outdoor Market item it was agreed that the Market report be considered first on the agenda, followed by the additional urgent Combined Authority report, the LGBT Task Group report and then the remainder of the reports as printed in the agenda.

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Chair

Deferred report – Finance Monitoring Outturn 2014/15

As Members had already been advised by the S151 Officer, a decision had been taken to defer the Finance Monitoring Outturn 2014/15 report at agenda item 10. This was due to the fact that the outturn position would change as a result of the accounts being finalised.

Additional Papers

Two sets of Additional Papers had been circulated. These contained a report on Devolution and Economic growth – Options for a Combined Authority, and Minute extracts from the 7th July 2015 meeting of the Overview and Scrutiny Committee relating to the LGBT Task Group report, Future Management of Redditch Outdoor Market and Review of the Operation of Leisure Services.

The Combined Authority report, which was not a Key Decision, was an urgent additional item to the published agenda. This had been accepted for consideration as immediate approval was required for the Leader and Chief Executive to enter into discussions on behalf of the Council on a possible combined authority and devolution options, in order for proposals to be considered by the Council at the earliest opportunity. It was noted that Members could resolve on the delegation which was being sought in the report.

LGBT Task Group – additional comments sheet

An additional comments sheet, which was to form part of the LGBT Task Group's presentation, was also being circulated for Members' attention.

9th June 2015 Overview and Scrutiny Committee Recommendation

Members were asked to note that there was one recommendation for consideration at Minute No. 6 (Overview and Scrutiny Recommendation Tracker) of the 9th June 2015 minutes, relating to landscaping data.

Work Programme

It was noted that the following reports which were due to be considered at the meeting had been deferred to a later date:

- Equal Opportunity Policy;
- Reorganisation and Change Policy;
- Economic Priorities for Redditch; and
- Tower at site of former Methodist Church, Headless Cross.

The Disposal of Matchborough West Community Centre report had been withdrawn as the position with this had changed and the Centre was no longer being considered for disposal.

14. MINUTES

RESOLVED that

the minutes of the meeting of the Executive Committee held on 9th June 2015 be agreed as a correct record and signed by the Chair.

15. DEVOLUTION AND ECONOMIC GROWTH - OPTIONS FOR A COMBINED AUTHORITY

As detailed under Leader's Announcements, Members received an urgent report for consideration on Devolution and Economic Growth – Options for a Combined Authority. The report, which was not a key Decision, was urgent as the Committee's approval was being sought to delegate authority to the Leader and Chief Executive to enter into discussions on behalf of the Council on a possible combined authority and devolution options, in order for proposals to be considered by the Council at the earliest opportunity.

The report was not seeking a decision as to membership of a Combined Authority at this stage, but simply delegation to allow the relevant parties to enter into discussions on behalf of the Council. A decision on membership would be a matter for full Council to determine at a later stage.

Officers apologised for the lateness of the report and explained that the combined authority agenda was rapidly evolving. Members were advised of the background to the report together with the initial "Asks" (objectives) which the Council might wish to achieve by working with other local authorities through a combined authority. Transport was highlighted a key issue for the town, including devolved control over the Highways Agency and Network Rail capital investment programmes and their surplus local assets.

Discussions needed to be entered into with other local authorities and the Government to establish how the Council's Strategic Purposes might be achieved through membership of one or more combined authorities. A West Midlands Combined Authority and/or a Worcestershire Combined Authority were the potential options being considered which the Council could be part of, with the West Midlands Combined Authority proposal currently being at a more advanced stage.

The West Midlands Combined Authority was working to a very tight timescale, with the aim being for this to be up and running by April 2016. Depending on voting rights, membership of more than one combined authority was permitted and clarification was currently being sought as to exactly when districts would have to make a decision on any membership(s).

Members agreed that it was in the best interests of the town for the Council to have a presence at the discussions, in order to be able to ask questions and ascertain what was on offer for Redditch. It was agreed that the Chief Executive would email Members every couple of weeks to provide them with an update as to the position and any key discussions which had taken place.

RESOLVED that

authority be delegated to the Leader and Chief Executive to enter into discussions on behalf of the Council on a possible Combined Authority and devolution options so that proposals can be considered by the Council at the earliest opportunity.

16. PROVISION OF SUPPORT NETWORKS FOR THE LGBT COMMUNITY TASK GROUP - FINAL REPORT

Councillor Joe Baker, Chair of the Provision of Support Networks for the LGBT Community Task Group, provided a presentation on the Task Group's final report. He was accompanied by Councillor Natalie Brookes who also took part in the review.

In addition to the Task Group's report which appeared in the agenda papers, Members also had before them the minute and recommendations of the Overview and Scrutiny Committee's meeting on 7th July 2015, which had been circulated as Additional Papers, together with an additional comments sheet which was tabled by Councillor Baker at the meeting. A display had also been provided by the Task Group as an example of the positive aspects that could be incorporated into any future LGBT History Month.

Councillor Baker gave a detailed presentation to Members on issues faced by the LGBT community, and provided the Task Group's reasoning behind each of the six recommendations contained in the report and the positive results which could be achieved from their implementation. In doing so he expressed thanks to his fellow members of the Task Group for their hard work and support in producing the report, and to members of staff and external parties for their help and assistance during the course of the review.

Councillor Baker went on to highlight the 'Items to Note' as detailed in the report, which related to homophobic Hate Crimes and Incidents and the Morton Stanley Festival.

Having looked into the implications of the recommendations which directly impacted on the Borough Council, Members noted that a minor budget of approximately £200 only would be required for the hire of the 'Room Upstairs' at the Palace Theatre and arranging to have a stand at the Morton Stanley Festival, which Members did not envisage any difficulties with. The fine detail contained within the report in relation to the Borough Council's proposed support, at Recommendation 4, of any groups that were to produce a leaflet advertising the support networks available for the LGBT community in Redditch was noted.

In a response to Member questions/comments, Councillor Baker stated that in his role as County Councillor he hoped to drive forward Recommendation 2. This proposed that Worcestershire County Council take part in the Stonewall Education Equality Index, and also that the County Council encourage schools to take part in the Stonewall School Champions Programme and/or use the Birmingham LGBT Schools Toolkit, the latter of which Councillor Baker advised was free to download. The Chief Executive stated that, from an Officer perspective, the Senior Management Team fully supported these recommendations and were happy to work alongside Members in recommending these to the County Council. It was agreed that the Leader would write to the County Council Leader supporting the recommendations which had gained cross-party support at both Overview and Scrutiny and the Executive.

In relation to Recommendation 3 and the proposal for there to be greater celebration of the positive history of the LGBT community during the annual LGBT History Month, Councillor Baker stated that there was a wide range of skills within the LGBT community and that if he were asked to give any assistance or advice in this regard then he would be more than happy to do so.

The Committee wholeheartedly supported and endorsed the recommendations before them and thanked the Task Group for an excellent report and presentation. Members stated that this was an informative and valuable piece of work, which had provided them with an insight into both the LGBT community and the problems encountered by its members on a daily basis.

RESOLVED that

- 1) Redditch Borough Council should participate in the Stonewall Workplace Equality Index every year (*Recommendation 1*);**

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- 2) in the long-term Redditch Borough Council should commit to introducing a budget to support LGBT History Month (*Recommendation 3a*);
- 3) Redditch Borough Council should support any groups that produce a leaflet advertising the support networks available to the LGBT Community by allowing such leaflets to be made available for residents to collect in public venues, such as Redditch Town Hall, and making this information available to view on relevant web pages of the Council's website (*Recommendation 4a*); and
- 4) the specific mental health needs of the LGBT community should be addressed in equalities training provided to frontline Council staff. This should be covered in one of the equalities briefing sessions that the policy team is due to deliver in forthcoming months (*Recommendation 5*); and

RESOLVED to note the following recommendations to partner organisations:

- 1) Worcestershire County Council should take part in the Stonewall Education Equality Index. Worcestershire County Council should also encourage schools to take part in the Stonewall School Champions Programme and/or to use the Birmingham LGBT Schools Toolkit (*Recommendation 2 – recommendation to Worcestershire County Council*);
- 2) there should be a greater celebration of the positive history of the LGBT community during the annual LGBT History Month celebrations with a focus on the specific theme in each given year. This should include holding events at the Palace Theatre (*Recommendation 3 – recommendation to Worcestershire LGBT Hate Crime Forum and LGBT Support Services Redditch*);
- 3) a leaflet advertising the support networks available for the LGBT community in Redditch should be produced (*Recommendation 4 to LGBT Support Services Redditch*); and
- 4) local partners should help to promote the following to members of the LGBT community, including on the Redditch and Bromsgrove Wellbeing website:

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- a) **Gay and bisexual men are eligible for free Hepatitis B vaccinations available at the Arrowside Sexual Health clinic.**
- b) **Lesbian and bisexual women are entitled and should be encouraged to attend cervical screening tests. (*Recommendation 6 to the Redditch Community Wellbeing Trust*).**

17. OVERVIEW AND SCRUTINY COMMITTEE

The Committee received the minutes of the meetings of the Overview and Scrutiny Committee held on 9th and 24th June 2015, together with (under Additional Papers) extracts of the minutes of the Overview and Scrutiny Committee's consideration at its meeting on 7th July 2015 of the following reports:

- Provision of Support Networks for the LGBT Community Task Group;
- Future Management of Redditch Outdoor Market – Pre-Scrutiny; and
- Review of the Operation of Leisure Services – Pre-Scrutiny.

9th June 2015

As detailed under Leader's Announcements, it was noted that there was one recommendation arising from the 9th June 2015 minutes at Minute No. 6 (Overview and Scrutiny Recommendation Tracker) relating to landscaping data.

RESOLVED that

- 1) **the minutes of the meeting of the Overview and Scrutiny Committee held on 9th June 2015 be received and noted; and**
- 2) **Officers no longer be required to provide landscaping data for each ward on an annual basis to elected Members, as proposed in the fourth recommendation from the Landscaping Task Group in April 2014.**

24th June 2015

It was noted that there were no recommendations to consider.

RESOLVED that

the minutes of the meeting of the Overview and Scrutiny Committee held on 24th June 2015 be received and noted.

Minute extracts of 7th July 2015

The minute extracts and recommendations arising from the meeting of the Overview and Scrutiny Committee held on 7th July 2015 were considered along with the relevant agenda items, details of which are recorded as follows:

- Provision of Support Networks for the LGBT Community Task Group – Minute No.16 refers;
- Future Management of Redditch Outdoor Market – Pre-Scrutiny – Minute No.18 refers; and
- Review of the Operation of Leisure Services – Pre-Scrutiny – Minute No.22 refers.

18. FUTURE MANAGEMENT OF REDDITCH OUTDOOR MARKET

The Committee considered a report on the future management of Redditch Outdoor Market. Members also considered with the report the minute and recommendation of the Overview and Scrutiny Committee's meeting on 7th July 2015, which had been circulated as Additional Papers, in relation to the pre-scrutiny of this report.

Officers presented the report, which was seeking authority to undertake a procurement process in order to select an external provider for future management of the market. Whilst the proposal was to seek to appoint an external contractor to manage the market, the management of that contract would still be undertaken by North Worcestershire Economic Development and Regeneration (NWedr) and the contract would be between Redditch Borough Council, Wyre Forest District Council (as host authority for the NWedr Shared Service) and the contractor.

The Portfolio Holder for Planning, Regeneration, Economy and Transport spoke on the process and advised that a briefing meeting had taken place the previous week with market traders. He explained that, following on from recommendations which had been brought forward on the market following a cross-party Overview and Scrutiny Task Group investigation carried out in 2013/14, the aim was to create a more vibrant market and to build/improve upon the current running of the market in order to increase its popularity.

No decisions had been made at this stage as to how the Market would operate in the future, including the number of trading days. This would be dependent on responses received from interested parties as part of the procurement process. Members noted the contents of two letters which had been sent to the Executive Committee from market traders' representatives. The possibility referred to in one of the letters of the market traders running the

market as a co-operative was welcomed by Members as part of the tendering process.

Members considered the three Delivery Options detailed in the report and agreed that Option 3, involving private management and operation of the market, was the preferred option. The operator paying the Council an annual fee during the contract period for the right to operate the market provided a guaranteed income for the Council, and this option should see improved diversity and vibrancy of the market and town centre.

Whilst all Members agreed that it would be in the best interests of the market for this to be managed and operated by an external provider, some Members felt that the public should be consulted in this regard. An amendment was moved to include such consultation. The amendment was not supported as it was noted that public consultation had been carried out as part of the original Overview and Scrutiny investigation, in addition to which the public could also make known their views whilst the process continued over the months ahead.

RESOLVED that

- 1) authority be given to undertake a procurement process in order to select an external provider in respect of the management of Redditch Outdoor Market for an initial term of 5 years with an option to renew for a further term of between 2 and 5 years;**
- 2) the delegation in relation to the direct management of the market contained in the Collaboration Agreement relating to the provision of Economic Development and Regeneration Services be amended to reflect the decision at 1);**
- 3) the conduct of a procurement and contracting process to select and appoint a contractor to manage Redditch Outdoor Market be delegated to Wyre Forest District Council, in consultation with the Chief Executive and the Portfolio Holder for Planning, Regeneration, Economy and Transport;**
- 4) delegated authority be granted to the Head of Legal, Equalities and Democratic Services to amend the Collaboration Agreement referred to at 2); and**
- 5) the representations/issues and the proposed response of two letters sent to the Executive Committee be noted.**

19. RISK BASED VERIFICATION

Members received a report advising on the new approach for verifying Housing Benefit and Council Tax Claims, and were asked to agree for recommendation to full Council the Risk Based Verification Policy.

Officers explained that whilst Risk Based Verification was a voluntary scheme, there was a mandatory requirement for the Council to have a Risk Based Verification Policy. Since the Department for Work and Pensions had adopted a risk based verification approach in 2011 a large proportion of councils were also using this approach, with great success.

Officers saw a number of opportunities with adopting a risk based verification approach, which included reducing waste, reducing demand and the freeing-up of resources to deal with high risk categories with more complex needs.

The IT software which was needed was already contained within the Council's existing IT system and any costs associated with enabling the software, which were expected to be minimal, would be funded through reserves allocated for Council Tax Support and Housing Benefits administration.

RECOMMENDED that

the Risk Based Verification Policy, as appended to the report, be approved.

20. FUTURE ARRANGEMENTS FOR WORCESTERSHIRE SHARED SERVICES JOINT COMMITTEE AND WORCESTERSHIRE REGULATORY SERVICES

The Committee received a report which set out proposals for changes to the Worcestershire Shared Services Partnership which were due to come into effect in April 2016, together with changes to the management structure which would be implemented straight away.

It was noted that the recommendations in the report had been amended from those contained in the Worcestershire Regulatory Services (WRS) Report attached at Appendix 1 to the covering report, to reflect the decision of the Joint Committee following consideration of the report in June, and to add a recommendation for the delegation of Council and Executive functions to the new Joint Committee when established.

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The Portfolio Holder for Corporate Management spoke on the background to the report, which had included a major Overview and Scrutiny investigation in 2014. Members supported the proposed new arrangements for governance, which involved the dissolution of the existing joint committee, establishment of a new partnership and for future services to Worcestershire County Council to be provided by WRS under a service level agreement.

Officers advised that Bromsgrove District Council was, and would continue to be, the host authority for WRS, with responsibility for employing the staff and providing financial and legal support to the service.

The Executive Committee noted the contents of the report and it was

RECOMMENDED that

- 1) the current Worcestershire Shared Services Partnership be dissolved by mutual agreement on 31st March 2016;**
- 2) a new Worcestershire Shared Services Partnership comprising of the six district councils be created on 1st April 2016 in accordance with the terms set out in Appendix 2 to the report (as amended); and that the composition of partner authority member representatives on the Joint Committee be reviewed after a period of one year;**
- 3) the new Worcestershire Shared Services Partnership enter into a service level agreement with Worcestershire County Council for the provision of Trading Standards services in accordance with terms to be agreed by the Acting Head of Worcestershire Regulatory Services; and**
- 4) the Council's functions in relation to Environmental Health and Licensing (other than those functions which cannot be delegated) be delegated to the new joint committee in place from 1st April 2016 in accordance with Section 101 of the Local Government Act 1972 and Section 20 of the Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2000 (as amended); and**

RESOLVED that

- 5) those Executive functions in relation to the administration and operational activities of Worcestershire Regulatory Services be delegated to the**

new joint committee in place from 1st April 2016, in accordance with section 101 of the Local Government Act 1972 and Section 20 of the Local Authorities (Arrangements for the Discharge of Functions)(England) Regulations 2000 (as amended).

21. FINANCE MONITORING OUTTURN 2014/15

As detailed under Leader's Announcements, Members had been advised by the S151 Officer the previous week that a decision had been taken to defer the Finance Monitoring Outturn 2014/15 report. This was due to the fact that the outturn position would change as a result of the accounts being finalised.

RESOLVED that

the position be noted.

22. REVIEW OF OPERATION OF LEISURE SERVICES

The Committee considered a report which provided Members with the findings of an externally commissioned options appraisal of potential management options for the delivery of leisure and cultural facilities and services. The report provided Members with an overview/assessment of the options appraisal and identified additional work which might be required. Members also had before them the minute and recommendation of the Overview and Scrutiny Committee's meeting of 7th July 2015, which had been circulated as Additional Papers, in relation to the pre-scrutiny of this report.

Officers presented the report and in doing so tabled the following revised recommendation at 3 (a) to the report:

"Release of balances in 2015/16 of £150,000 to offset the income budget that has been allocated in the Medium Term Financial Plan. This will therefore remove the £150,000 projected savings in 2015/16 (reference 3.9)."

Accompanying this was a statement from the S151 Officer advising that as a result of the financial statements being delayed the outturn monitoring statement had been withdrawn. Whilst the accounts that had been submitted to Grant Thornton detailed a £819,000 underspend to budget, the S151 appreciated that the breakdown of this was not included in the agenda papers. In order therefore to ensure that sufficient funds were available to meet the £150,000 shortfall, the S151 Officer proposed that recommendation 3 (a) of the printed report be revised to state that the £150,000 be released from balances in 2015/16. The balances would then be more than replenished with the underspend for 2014/15 to offset this transfer.

Officers highlighted the key issues of the report, including the various financial implications detailed. The report had followed on from an Overview and Scrutiny Committee Task Group report in 2013 which had reviewed the Abbey Stadium, the findings of which were considered by the Executive Committee in June 2014. In acknowledgement of the Task Group's work and exploration of opportunities to make efficiencies/savings, the Strategic Management Team had directed the Head of Leisure & Cultural Services to commission an external options appraisal. There had been significant delays in the production of the final report, mainly due to collation and production of the financial and service information required to support the appraisal, with the final draft appraisal having been received in January 2015.

Officers emphasized that the options appraisal before Members was not a comprehensive business case, with further work on producing a business case likely to cost an estimated £25,000 to £30,000. There were limitations with the options appraisal and whilst it was the view of Officers that this provided Members with sufficient information on which to make a decision at this stage, there would be a significant amount of further work involved with any model which was chosen.

There had been a regrettable time lapse since the original proposal as Officers had raised a number of questions on the options appraisal. Management had also considered changes which had taken place in the market place since the initial brief and stated that other delivery models were available. There were a number of alternative options which could be considered, including outsourcing part the service and possible opportunities around the establishment of a Local Authority Trading Company. Officers had considered that in the best interest of the Council Members should have a wider understanding of the possible options in view of the fast-moving leisure services market. The health and well-being of the people of Redditch was a vital factor to be considered, and transformation work was currently being carried out at the Council's Sports Centres to gain a greater and more detailed understanding of what it was the Council should be prioritising and focusing delivery upon.

A huge amount of information had also been provided by Officers to the Overview and Scrutiny Committee. Officers confirmed that in response to a query raised by the Overview and Scrutiny Committee, should Members agree that further work was required it was anticipated that the information referred to at paragraph 3.27 of the report could be made available to the Executive Committee within 3 months.

Executive Committee

Tuesday, 14 July 2015

Members felt that it was important to ensure that the best solutions for delivering an improved service were identified, with a good range of options for the people of Redditch needing to be looked at. The revised recommendation put forward by Officers addressed the immediate financial issue.

Members agreed that further work was required prior to a decision on the future delivery of leisure and cultural services and it was

RECOMMENDED that

- 1) **there be a release of balances in 2015/16 of £150,000 to offset the income budget that has been allocated in the Medium Term Financial Plan. This will therefore remove the £150,000 projected savings in 2015/16 (reference paragraph 3.9 of the report); and**

RESOLVED that

- 2) **the transformation work which has commenced be completed to gain a greater user/customer perspective to influence preferred delivery model(s) (reference paragraph 3.26 of the report); and**
 - 3) **Officers report back to the Executive Committee at the earliest opportunity with a timescale for delivery of any additional work with any associated costs.**
23. **MINUTES / REFERRALS - OVERVIEW AND SCRUTINY COMMITTEE, EXECUTIVE PANELS ETC.**

There were no additional referrals for the Committee to consider.

24. **ADVISORY PANELS - UPDATE REPORT**

RESOLVED that

the report and update be noted.

The Meeting commenced at 7.00 pm
and closed at 9.15 pm

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Chair

EXECUTIVE COMMITTEE LEADER'S WORK PROGRAMME

5 September 2015 to 31 December 2015

(published as at 6th August 2015)

This Work Programme gives details of items on which key decisions are likely to be taken by the Borough Council's Executive Committee, or full Council, in the coming four months.

"Key Decisions" are ones which are likely to:

- (i) result in the Council incurring expenditure, foregoing income or the making of savings in excess of £50,000 or which are otherwise significant having regard to the Council's budget for the service or function to which the decision relates; or
- (ii) be significant in terms of its effect on communities living or working in the area comprising two or more wards in the Borough;
- (iii) involve any proposal to cease to provide a Council service (other than a temporary cessation of service of not more than 6 months).

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

The Executive Committee's meetings are normally held regularly at 7pm on Tuesday evenings at the Town Hall. They are open to the public, except when confidential information is being discussed. If you wish to attend for a particular matter, it is advisable to check with the Democratic Services Team on (01527) 64252, ext: 3257 to make sure it is going ahead as planned. If you have any other queries, Democratic Services Officers will be happy to advise you.

The full Council meets in accordance the Council's Calendar of Meetings. Meetings commence at 7.00pm.

EXECUTIVE COMMITTEE MEMBERSHIP

Councillor Bill Hartnett	Leader of the Council and Portfolio Holder for Community Leadership & Partnership
Councillor Greg Chance	Deputy Leader and Portfolio Holder for Planning, Regeneration, Economic Development, Public Transport
Councillor John Fisher	Portfolio Holder for Corporate Management
Councillor Yvonne Smith	Portfolio Holder for Community Safety & Regulatory Services
Councillor Mark Shurmer	Portfolio Holder for Housing
Councillor Debbie Taylor	Portfolio Holder for Local Environment & Health
Councillor Pat Witherspoon	Portfolio Holder for Leisure & Tourism
Councillor Juliet Brunner	
Councillor Brandon Clayton	

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Street Naming and Numbering - charges Key: No	Executive 8 Sep 2015 Council 21 Sep 2015		Report of the Head of Business Transformation and OD	Mark Hanwell, ICT Transformation Manager Tel: 01527 881248
Equal Opportunity Policy Key: No	Executive 8 Sep 2015 Council 21 Sep 2015		Report of the Head of Transformation and Organisational Development.	Rebecca Dunne, Policy Manager Tel: 01527 881616
Reorganisation and Change Policy Key: No	Executive 8 Sep 2015 Council 21 Sep 2015		Report of the Head of Transformation and Organisational Development	Deb Poole, Head of Business Transformation and Organisational Development Tel: 01527 881256
Economic Priorities for Redditch Key: Yes	Executive 8 Sep 2015		Report of the head of Economic Development and Regeneration	Dean Piper Tel: 01562 732192
Consolidated Revenue and Capital Outturn and Financial Reserves Statement Key: No	Executive 8 Sep 2015 Council 21 Sep 2015		Report of the Executive Director Finance and Resources	Sam Morgan, Financial Services Manager Tel: 01527 64252 ext 3790

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Housing Business Case Key: No	Executive 8 Sep 2015 Council 21 Sep 2015		Report of the Head of Housing Services	Liz Tompkin, Head of Housing Tel: 01527 64252 ext 3304
Finance Monitoring - Quarter 1, April - June 2015 Key: No	Executive 8 Sep 2015		Report of the Executive Director Finance and Resources	Sam Morgan, Financial Services Manager Tel: 01527 64252 ext 3790
Voluntary and Community Sector Grants Programme Key: No	Executive 8 Sep 2015		Report of the Head of Community Services	Judith Willis, Head of Community Services Tel: 01527 64252 ext 3284
Business Rate Relief - Poundstretcher Unit, Town Centre Key: Yes	Executive 8 Sep 2015		Report of the Head of Planning and Regeneration	Lyndsey Berry, Town Centre Co-Ordinator/Planning Officer Tel: 01527 587002
Tower at site of former Methodist Church, Headless Cross Key: Yes	Executive Not before 8th Sep 2015		Report of the Head of Planning and Regeneration	Emma Newfield, Planning Assistant Tel: 01527 64252 ext 3214
Review of Operation of Leisure Services Key: No	Not before 13th Oct 2015		Report of Deputy Chief Executive	Sue Hanley, Deputy Chief Executive and Executive Director (Leisure, Environmental & Community Services) Tel: 01527 64252 ext 3601

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Update on the Medium Term Financial Plan Key: No	Executive 13 Oct 2015		Report of the Executive Director, Finance and Resources	Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207
Job Evaluation Key: Yes	Executive 13 Oct 2015		Report of the Executive Director, Finance and Resources	Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207
Budget position 2015-16 - 2017-18 Key: No	Executive 13 Oct 2015		Report of the Executive Director Finance and Corporate Resources	Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207
Fees and Charges Key: No	Executive 13 Oct 2015 Council 7 Dec 2015		Report of the Executive Director Finance and Resources	Sam Morgan, Financial Services Manager Tel: 01527 64252 ext 3790
Provision of Disabled Car Parking Spaces within Council-Owned Housing Areas Key: Yes	Executive 13 Oct 2015		Report of the Head of Housing Services	Jayne Bough, Housing Services Manager Tel: 01527 64252 ext 3825

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Borough of Redditch Plan no.4 - Modifications Key: No	Executive Not before 15th Dec 2015 Council Not before 25th Jan 2016		Report of the Head of Planning and Regeneration	Emma Baker, Development Plans Manager Tel: 01527 64252 ext 3034
Applying Article 4 directions to The Council's schedule of locally listed buildings Key: Yes	Executive Not before 12th Jan 2016		Report of the Head of Planning and Regeneration	Emma Newfield, Planning Assistant Tel: 01527 64252 ext 3214
Tenancy Policy Key: No	Executive		Report of the Head of Housing	

Overview & Scrutiny

Committee

1st September 2015

WORK PROGRAMME

(Report of the Chief Executive)

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

Overview & Scrutiny

Committee

1st September 2015

	<p>REGULAR ITEMS</p> <p>Updates on the work of the Worcestershire Health Overview and Scrutiny Committee</p> <p>Bi-Annual Monitoring Report – Redditch Sustainable Community Strategy</p>	<p>Redditch Borough Council representative on the Health Overview and Scrutiny Committee</p> <p>Relevant Lead Head(s) of Service</p>
OTHER ITEMS - DATE FIXED		
1st September 2015	Committee Discussion – agreeing preferred approach to budget scrutiny for the 2016/17 budget setting process.	Relevant lead Director
1st September 2015	Leisure Services Options Short Sharp Review – Scoping Document	Councillor Potter
1st September 2015	Overview and Scrutiny Recommendation Tracker	Relevant Lead Head(s) of Service
6th October 2015	Crime and Disorder Scrutiny – chair’s Update	Councillor Prosser
6th October 2015	Overview of the budget report	Relevant lead Director
6th October 2015	Fees and Charges - Pre-scrutiny	Relevant lead Director
6th October 2015	Housing Provision - Presentation	Relevant Lead Head(s) of Service

Overview & Scrutiny

Committee

1st September 2015

8th December 2015	Overview of the budget report	Relevant lead Director
8th December 2015	Housing Benefits - Presentation	Relevant Lead Head(s) of Service
8th December 2015	Housing Revenue Account Rent and Capital Report – Pre-Scrutiny	Relevant Lead Head(s) of Service
5th January 2016	Update on the Medium Term Financial Plan	Relevant lead Director
5th January 2016	Overview and Scrutiny Recommendation Tracker	Relevant Lead Head(s) of Service
16th February 2016	Medium Term Financial Plan – Consideration of Executive Committee’s budget recommendations	Relevant lead Director
1st March 2016	Local Strategic Partnership – Monitoring Update Report	Relevant lead Director
1st March 2015	Overview and Scrutiny Annual Report	Councillor Potter
12th April 2016	Overview and Scrutiny Recommendation Tracker	Relevant Lead Head(s) of Service
OTHER ITEMS – DATE NOT FIXED		

Overview & Scrutiny

Committee

1st September 2015

	Tackling Obesity Task Group - Feedback	Councillor Potter
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